YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	Government Rajindra College
• Name of the Head of the institution	Dr. Surjit Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01642211983
• Mobile no	9417093399
• Registered e-mail	gcbathinda@gmail.com
• Alternate e-mail	principal@grcb.ac.in
• Address	Guru Kashi Marg NH64 Bathinda
• City/Town	Bathinda
• State/UT	Punjab
• Pin Code	151001

2.Institutional status

• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

- Name of the Affiliating University **Punjabi University Patiala**

- Name of the IQAC Coordinator **Dr. Harjinder Singh**

- Phone No. **01642211983**

- Alternate phone No. **9815729166**

- Mobile **9815729166**

- IQAC e-mail address **gcbathinda@gmail.com**

- Alternate Email address **principal@grcb.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year) https://grcb.ac.in/Downloads/NAAC/aqar/AQAR-2020_21.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://grcb.ac.in/Downloads/NAAC/calendars/GRC-Calendar-2021_22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**77**	**2004**	**03/05/2004**	**02/05/2009**
Cycle 2	**B+**	**2.62**	**2016**	**16/09/2016**	**16/09/2021**

6.Date of Establishment of IQAC **03/04/2012**

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
Institutional	Salary	State Governemnt	2021-22	49643470
Office	office expenditure	State government	2021-22	20000
Office	Telephone charges	State Government	2021-22	7109
Institutional	Electricity	State Government	2021-22	600000
Institutional	Water charges	State Govt.	2021-22	50000
Institutional	Material and supply	State Government	2021-22	2000

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   **01**

- 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)

1. New certificate and diploma courses was offered by College,

introduced by Punjab State Open University. 2. Organized
International Conference on Awareness about Environment related
problems in association with KEEIAD. 3. convocation 4. sports meet

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
Digitisation of library	Books are being entered on KOHA (Library Digitization Software)
Dastak Programme	To contain infectious/ communicable diseases, Govt. of India introduced
Tactile tiles	Installed in the campus to facilitate Specially Abled Persons easily access to Classrooms and college facilities

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

- Name of the statutory body

Name	Date of meeting(s)
College Council	30/11/2022

14.Whether institutional data submitted to AISHE

Part A

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• Phone No.	01642211983

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• IQAC e-mail address	**gcbathinda@gmail.com**
• Alternate Email address	**principal@grcb.ac.in**
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• if yes, whether it is uploaded in the Institutional website Web link:	https://grcb.ac.in/Downloads/NAAC/calendars/GRC-Calendar-2021_22.pdf

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• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	01	
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• If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		

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- Name of the statutory body

Name	Date of meeting(s)
College Council	30/11/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	20/01/2023

15.Multidisciplinary / interdisciplinary

NA

16.Academic bank of credits (ABC):

The college has statrted to register students on ABC and the effort behind ABC is to bring all academic activities and

achievements of students on a single platform to identify strengths and weakness. The efforts would be visible by the next academic year.

17.Skill development:

Skill development courses on beauty and wellness, basics of computers and sewing and stitching and competition and career guidance are already running by the college. Certificate and diploma courses as add on courses in computer application, automation and GST applications are offered to the students during current academic year and the courses were offered to around 321 students. These courses are affiliated to Jagat Guru Nanak State Open University Patiala. The classes were held mainly in offline mode and to some extent online mode also.

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

NA

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

NA

20.Distance education/online education:

NA

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	21

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

2.Student

2.1 Number of students during the year	4263

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

2.2	**926**
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	**1394**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	**View File**

3.Academic

3.1	**83**
Number of full time teachers during the year	

File Description	Documents
Data Template	**View File**

3.2	**79**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**50**
Total number of Classrooms and Seminar halls	

4.2	**460614**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**90**
Total number of computers on campus for academic purposes	

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

Coming out of Covid like other institutes, Government Rajindra College Bathinda has to face challenges to not only bring students back into the college but to shift their learning mode from online to offline.The Covid period affected badly students' interest in learning."Habit is governing principle of one's behaviour and action", this was the situation of students as they were least interested in proper class room studies. To deal with the situation, instituition ensured that students are mostly taught with interesting multimedia methods in well-structured time-table. For providing practical exposure to students various industrial visits and extension activities were also planned.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Academic Calender was prepared at the start of Academic Year. Calendar includes different activities and events like, Seminar, Conference, Guest Lectures,Festivals Celebration, Cultural Event, Annual Sports Meetand Convocation programmes. Information of all the activities organised by the institutewere put on Notice board andWebsite of the collegein mean time. College impliments academic calendar of Punjabi University.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum	A. All of the above

development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

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

20

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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

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

4

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

321

File Description	Documents
Any additional information	**No File Uploaded**
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 following efforts are made by the institution to integrate the issues such as gender, climate change, environmental education, human rights, ICT etc. into the curriculum:

- **Appearing for the EVS is compulsory for the students of undergraduate classes.**
- **Nature club functions with the aim to impart knowledge on conserving the nature and developing required skills.**
- **Women's cell addresses the issues related to gender bias or any other gender sensitive issues.**
- **Seminars, workshops and field trips are organized to help the students gain the insight into the current issues of national relevance.**
- **World philosophy day is celebrated to promote the philosophical orientation in the students.**
- **Movies related to social issues and environmentare shown to the students in the college.**
- **Blood donation camp is held in the college every year so as to make the students realize the importance of life and make them respect the human rights.**
- **The college celebrates the Independence Day and the Republic**

> Day in the college premises every year. The Principal hoists the national flag.
> - As per the Guidelines of the Supreme Court there is an anti-ragging cell in the college which makes sure that there is no ragging in any form in the college.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
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	View File

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

50

File Description	Documents
Any additional information	**No File Uploaded**
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	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	**Nil**
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	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://grcb.ac.in/Downloads/NAAC/sssr/Feedback-analysis-report-2021_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

1788

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

730

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

The learning levels of the students are assessed periodically and special Programmes are organised for advanced and slow learners. For day to day assessement the teacher asks questions pertaining to the topic being covered at the end of the lecture andmid term tests are conducted regularly.Special assignments are given to students accordingly. Advanced learners are recommended advanced books fromthe college library in order to provide more exposure. Academic counseling is provided by the teachers during available period for slow learners. The students are encouraged to ask questions in the class or clear their doubts from the teachers individually in their free period. The students are motivated for group discussions and apply the learning in their day to day life for better understanding.

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

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

Number of Students	Number of Teachers
4263	83

File Description	Documents
Any additional information	No File Uploaded

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

The support structure and systems available for teachers to develop skills like interactive learning are:

1. The college has smart class rooms, computer labs and Wi-Fi connectivity in the departments. In order to make learning more interactive and interesting, all the departments have been provided computers.
2. The college has well furnished seminar hall which provides a platform to young students to exchange views, share ideas and present their papers on contemporary, social, political, economic, scientific, literary and cultural issues. The seminar hall has a seating capacity of 100 persons.
3. Digitization of college library is in process, it will enable staff and students to use fully computerized library, a rich collection of books, journals and periodicals in various subjects. Being a member of INFLIBNET programme, the staff and students can access e-material.
4. To promote collaborative learning, students are assigned projects on group basis. Group discussions are also conducted on various topics.
5. Efforts are made to develop students' personality and build confidence, create awareness and generate interest in local, national and international issues with the help of different activities organized by various departmental clubs and societies.

File Description	Documents
Upload any additional information	No File Uploaded
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

In order to enhance our academic quality our teaching faculty makes maximum use of non-projected and projected teaching aids. The technologies and facilities used by the faculty are:-

1. Four smart class rooms.
2. Computer labs.
3. Instructional television system to show programmes which are available through EDUSAT, Gyan Darshan and IGNOU channels.
4. Facility of INFLIBNET for online access to e-material.
5. The institution has 20 broadband connections under NME scheme.
6. Power Point presentations by the faculty and the students.
7. Movies and documentaries related to the syllabi are shown.
8. Student's participation in symposia/ seminars conducted by college or other institutions.
9. Online group discussions and webinars for PG students.
10. Extension lectures by experts are organized to widen the student's mental horizon.
11. In order to make teaching more effective enlisted members were invited to deliver their lecture through EDUSAT.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<u>View File</u>

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

1:51

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	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

83

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
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

21

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

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.

The teachers monitor the students' progress and performance by following a number of evaluative methods such as class room interaction, assignments/project work/seminars, MSTs/class tests. The process of internal assessment is very rigorous and transparent.

1. **Both the mid semester tests are evaluated well before the specified time. The answer sheets are shown to the students to make them aware of their weaknesses and put their efforts in the right direction to improve themselves.**
2. **Internal assessment is based on the attendance, assignments and participation in group discussion in the respective subject.**

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

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

The assessment/evaluation of students serve the purpose of gauging their present level and provide a basis for further planning. Keeping their level of performance in mind, activities are planned and executed in the college. Assignments are given to the students to develop a self learning habit in students and are checked by the teachers. It helps the teacher to evaluate the students and assess the student's strengths and plan to improve his/her skills.

The college ensures full transparency in the process of

evaluation. The evaluated answer sheets of MSTsand class tests are shown to the students in the class rooms. Any evaluation comments given by the teacher are explained to the concerned students there and then and the grievances are resolved.The whole exercise motivates the students to set higher goals.

In case of students not getting mandatory percentage of marks, the list is displayed on the notice boards. Grievance if any is redressed there and then in the registrar's office.

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.

All the undergraduate and postgraduate programmes offered by the institute are displayed on the college website (grcb.ac.in). The outcomes pertaining to the vision and mission of the college are elaborated in the college prospectus available on the college website.Complete information is provided on the college website, notice boards for the students.The information is also communicated to the students at the time of admission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

As the college is affiliated to Punjabi university Patiala, the basic structure of curriculum is prescribed by the University. But to make the education more relevant in the present scenario world, the college keeps on introducing latest courses of study.The college adopts manifold strategy for teaching- learning and assessment in order to achieve the intended outcome. For the academic purpose in the case of semester system, class tests and

assignments/project works/seminars are held to assess the achievements of the students. They are evaluated on the basis of their performance. The results are reviewed by the students and the teachers and special attention is given to the weak students. The purpose is to raise the students' level of understanding of the subject. It increases the confidence of students and prepares them to face the final examinations without any nervousness.

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

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

1321

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)

https://grcb.ac.in/Downloads/NAAC/sssr/Feedback-analysis-report-2021_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	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

3.1.2.1 - Number of teachers recognized as research guides

00

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

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	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Government Rajindra College recruited meritorious, dynamic and resourceful young faculty through an elaborate selection process that involves careful scrutiny of applications, testing of knowledge and teaching skills through seminars and selection interviews. The annual performance appraisal system encourages faculty to improve their teaching, research and administrative skills to the desired level of promotion. Faculty members are encouraged to undertake Faculty development programmes and organize and participate in Conferences, Seminars and Workshops. Teaching and non-teaching staff are encouraged to enhance their qualifications and pursue part-time PhD programs. A good number of students have enrolled for post-graduation programs and the numbers are increasing every year. Seminars, webinars & Workshops are organized in the campus where all students across the college participate. The college has Buddy Programme, the main objective of this programme is to contribute to the society through faculty-student interaction. The students are encouraged to participate in different clubs/associations/ forums viz. Youth club, NCC, NSS, Red Ribbon,Various Departmental societies,Environmental awareness programmes, Debate club etc. The college has set up various discussion forums in which the students put forward their own views and arguments which widen the horizon of their knowledge.

File Description	Documents
Upload any additional information	No File Uploaded
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**

02

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	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	No File Uploaded

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

02

File Description	Documents
Any additional information	No File Uploaded
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

02

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

The College promotes participation of students in extension activities through NSS, NCC, Youth club, Red Ribbon club, Red Crossetc. throughout the year. The college has 4 NSS units (2 boys and 2 girls) and 2 NCC units. The college Principal and teacher incharge of these programmes address the student at the time of commencement of new sessions to make them aware of availability of such programmes and encourage them to enroll for such activities.Certificate of participation in these activities / camps, merit certificate, roll of honor, college color, prizes and medals are given to student volunteers in recognition of the services rendered by them.

The college organizes a number of academic social, cultural community service activity services to build a health society. The college makes plans for NSS camps which are intimated to the NSS coordinator, Punjabi University, Patiala. Thereafter with proper sanction from the university. In a year, five-one day NSS camps are organised.The RedRibbon Clubis active in the area for dispelling myths regarding AIDS and its prevention. The club also organises blood donation camps.

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

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

01

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

to be filled

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
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

6600

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
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

00

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
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	**No File Uploaded**
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 college campus area is 28 acres , on which building construction is 7536.44 sq.mts covering thevarious departments in Arts, Commerce and Science located in the separate blocks,ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities. Thecollege encompasses sufficient number of well-furnished, well ventilated, spacious classrooms equipped with black boards, green boards and some with projectors for conducting theory classes. The College has ICT Classrooms as well, where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.The College has seminar hall and Auditorium with internet facility. The college has various subject laboratories, thatare well equipped with state of the art equipment and facilities. These labs are utilized for conducting practical classes as per the requirements of the curriculum.The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff. Internet facility is available in whole campus including labs, classrooms, library, offices of all Departments, with centralised band width of 350 mbps. Our central library has bookscovering all major fields of languages, humanities, commerce, science, management & life skills too. The library hasadequate reading and discussionrooms and an ample study space.

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.

The institution has adequate facilities for cultural activities i.e. Auditorium and open-air theater, sports activities i.e.Handball court,Hockey international Astroturf,Cricket net,Badminton Court,Lawn Tennis court,Yoga Centre,Archery Range,Table Tennis(Table),Basketball Court,Multi-Gymnasium,Shooting range,200m track,Joggers path,Volleyball court,Kabbadi CS ground,Kabbadi NS ground,Green rooms,Kho-kho

grounds.

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	**No File Uploaded**
Paste link for additional information	https://grcb.ac.in/Articles/other/ICT-Enabled-Classrooms
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)

460614

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The college library is well equipped with a vast stock of printed books, journals, magazines, news papers, e-books and e-journals. Teachers and students will be able to access the books through manual register but plans for library automationmode using Koha software. the library is equipped with seven computer systems that can be accessed by both teachers & students. Every year, fresh addition of books is added in the Library from time to time on the demand of teachers and students. It is also mandate, the teachers and students visit the library/reference section regularly to augment their knowledge. The feedback from students is collected through suggestion box. While most of the suggestions are handled at departmental level major matters like library infrastructure enhancement and procurement of knowledge resources is done through meetings of library committee with the principal.

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	D. Any 1 of the above

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

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

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

Rs 5900/year

File Description	Documents
Any additional information	No File Uploaded
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

14-17, 340

File Description	Documents
Any additional information	No File Uploaded
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

There are different digital technological facilities available in the college. There are 04- smart classrooms, 06-departmental labs and 01-digitally equipped seminar hall, 05-projectors equipped classrooms and digitally advanced auditorium is available in the college which are updated and mantained regularly. The up gradation work of internet facility have been completed. The well equipped computer labs are also functioning in the college. The students of the college are having access to the computer labs. The whole college building and the library are facilitated with the Wi-Fi connectivity. There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. All teaching staff members use the ICT in the classrooms and laboratories, whenever needed. Most of the official work is being done with the help of computers & IT enabled services. The college regularly maintains the IT facilities and spent over Rs, 1lac approx. every year. CCTV is installed in whole campus. College website is maintained by CQ solutions, Ludhiana. College pays a fee for maintenance. The facebook page of college is maintained by staff itself.

Before even covid times, all faculty members have respective class whatsapp groups or email- connectivity with students, making communication easy between them.

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

4.3.2 - Number of Computers

90

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
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)

460614

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

To keep pace with the academic & co-curriculargrowth, the college keeps on augmenting its infrastructure through financial assistance from Punjab Government, UGC, PTA, HEIS and RUSA.The policy of the institution for creation and enhancement of infrastructure to facilitate effective teaching and learning is chalked out by the Academic Council in consultation with the Building Committee, Purchase Committee and The PTA and HEIS. Keeping in view the current dynamics of effective teaching and learning and demands of new courses, the Academic Council makes a policy to create and enhance new infrastructure and renovate the existing infrastructure. The policy is implemented by the Purchase committee and respective commies like building committee, academic commitee, computer commitee, sports commitee etc.

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

1493

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

NIL

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

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	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
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

287

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

287

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

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

28

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

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

5.2.2.1 - Number of outgoing student progression to higher education

43*

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

45

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

5.3 - Student Participation and Activities

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

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

52

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

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.College always has an open-minded policy to welcome suggestion or advice from any of the stakeholders. At the meeting of PTA, HEIS and ROSS, the internal quality assurance cell (IQAC) of the college takes notes of the suggestions received from the stakeholders and ensure their proper implementation by the staff and college authorities. Parents- Teachers-Associatiom(PTA) is imortant body of college to discuss students performance with their parents and invites suggestion from students to improve learning and performance. PTAis also helpful in evaluating the teachers as external peers. Rajindra Old Students Society (ROSS) is another society of peers which helps in evaluating the teachers. At present institute has around 32 committees and students have their representation in different committees.

File Description	Documents
Paste link for additional information	https://m.facebook.com/story.php?story_fbid=pfbid02oxKWZyG54YCfwioBBJX26USR6vXEZMicGrUMEi4AbeDHQ4QfgDMcsDnwNjuUMgNYl&id=100076365421960&sfnsn=wiwspwa&mibextid=RUbZ1f
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

43

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

Rajindra Old Students Society (ROSS) is alumni association of the college. College organises alumni meet every year and this year's meeting was organisedon 12 march 2022 . During this meet 50 participants were present and 44 new alumniwere added with lifetime membership and around 240 with annual membership. Total 60,000 rupees received as alumni contribution.

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.

The alumni association registers its members with the nominal fee. The records of the funds are maintained with transparency. Regular alumni meetings are organized. The old faculty members are also invited on various functions of the college as sports day, convocation and annual prize distributions.

File Description	Documents
Paste link for additional information	https://m.facebook.com/story.php?story_fbid=pfbid06xAMX8h4A6UsYGYZRNGiPWykKRXVGwvFrch9ZTfZBvopiuzKa1FHST1jvmkogCJnl&id=205726199511312&mibextid=qC1gEa
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	No File Uploaded

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

Backbone of any instution is it's governing bodies which is meant to implement goalsset by the institute. College sets goal at the beginning of every academic year.The academic session begins with the orientation meeting of the staff. Stream wise assembly of students and staff is organized to inform and familiarize them with the demands of the new role and inspire them for maximum participation in different activities. The activities and requirements of the college are discussed in the general house meeting of the Parent Teacher Association (PTA) and Rajindra Old Students Society (ROSS). These organisations aim to establish strong communicational network between the college and parents alumni and the society at large to create healthy atmosphere for

vision oriented growth. On all important functions, the Principal of the college acquaints the audience with the objectives of the institution and achievements the institute made during the year. The college releases it's annual report and makes detailed presentation of achievements in it's magzine and annual report. The institution has released its 2020-21 report in may 2022 due to covid.

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

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

An institution who is adoptive to decentralization and participation policy can mitigate the challanges the institute comes across. Education has been hit hard due to Covid-19 across the country. Uncertainty Lockdowns, onlineclasses and quarantine situationuncertain environment Government Rajindra College, Bathinda focuses on decentralization and participation of the teaching, non-teaching staff and students to improve health of college and meet it's goals.At the end of 2018-19 Academic calendar college had 31 different committees which increased to 52 in 2021, which shows incremental participation and decentralization of power and dutie. Workingof all the committees reflect improvement of institute's day to day working. Data shows that the institute is continuously working to increase participation of different governing bodies. Dean student welfare (Boys) and Dean student welfare (Girls), constitution of such committees show institute's commitment towards decentralization andparticipatory practices to address students issues in best possible way.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The academic session begins with the orientation meeting of the staff. Stream wise assembly of students and staff is organized to inform and familiarize them with the demands of the new role and inspire them for maximum participation in different activities. The activities and requirements of the college are discussed in the general house meeting of the Parent Teacher Association (PTA) and Rajindra Old Students Society (ROSS).College always has an open-minded policy to welcome suggestion or advice from any of the stakeholders. At the meeting of PTA, HEIS and ROSS, the internal quality assurance cell (IQAC) of the college takes notes of the suggestions received from the stakeholders and ensure their proper implementation by the staff and college authorities. To facilitate students uninterrupted learning during tough period of Covid some special measures weretaken by the instution, stated below:

1. Special learning modules synchronised with the webside to meet demands of large no. students of subjects like Punjabi, English, History and Political science, etc.

2. Students from rural areas were given special attention during lockdown, special modules were prepared to facilitate smooth learning.

3. To ensure effective learning online platforms like, Google meet, Zoom and Youtube explored and provided to the students.

4. Online special counseling sessions were arranged to boost students morale amid Covid.

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

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.

The institution being a govt. college, it has to follow the policies of the state government and the affiliating university (Punjabi University Patiala) so far as the admission, reservation and system of the examination are concerned for the effective implementation of the policie Being the nerve centre, it monitors

and controls functioning of the college. At the local level, the Local Committee headed by Chairman facilitates necessary coordination and monitors matters related to academic planning and development of the college. At the college level, the administrative responsibility vests in the Principal assisted by IQAC.

Appointments and Service rules:

The recruitment/ transfer /retirement of the permanent faculty come under the preview of department of higher education. On its own, the college recruits teacher out of PTA/HEIS funds as guest faculty. The recruitment process is very transparent and all efforts are made to bring in the best possible faculty. Guest faculty is recruited on yearly basis. Those teachers who have performed well are continued in the next session.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

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	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution being a govt. college, it has to follow the policies of the state government and the affiliating university (Punjabi University Patiala) so far as the admission, reservation and system of the examination are concerned for the effective implementation of the policies. The Principal and faculty work to formulate the plans for assurance and sustenance of quality in higher education. The Principal holds periodical meetings with the college council, heads of various departments, different committees and the IQAC to discuss academic and non-academic issues in best possible way to achieve desired goals.

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

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

00

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

0

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

9

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	**No File Uploaded**
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

As the Government institution, there is no official peer team evaluation mechanism in the college as such. However, the annual confidential reports of the faculty members are assessed and processed by the principal and sent to DPI (Colleges), Chandigarh

for appraisal

For teaching staff-

self-appraisal, peers feedback and student-appraisal. Feedback performas are given to students time to time. that feedback from students help the teachers to evaluate themselves.

Based on the review of self appraisal reports, the college principal reconstitutes committee so as to make them more affective. If in the ACR, a faculty member is rated below average it is formally intimated to the DPI for necessary action. The college report is read out at the annual Prize distribution function and convocation and remarkable achievements of teaching and non-teaching faculty are appreciated. Achievements of the students and staff are recorded in the college magazine "The Rajindra".

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

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

Majority funding is done by Govt. of Punjab and being a government institution the college complies with all the suggestions/ objections of auditors.

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 student's funds is carried out by the auditors of Finance Department of Govt, ofPunjab from time to time.
3. The external audit of all government grants/ other grants is carried out by auditors of the AG Punjab.

4. The last auditing was done by AG Punjab in 2006. Being a

government institution the college complies with all the suggestions/ objections of auditors.

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

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	No File Uploaded
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

Being a Govt. College, we are dependent of funds from Govt. of Punjab. The state government rules concerning expenditure of funds are followed strictly. This involves calling quotations from the market, floating tenders or purchasing equipments on state government approved/ DGS & D approved rates.The college bursar and college finance committee monitor the entire process of expenditure by efficient cost cutting withquality assurancehelps the college Principal in effective and efficient use of financial resources. The College has various committees to supervise institute's activity and the conveners of thesecommittees have to seek formal approval of the Principal for spending a specified some of money in order to execute the work under their purview.

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

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

Latest constitution of Internal Quality Assurance Cell is in accordance with NAAC format has bring in some changes into institutional practices like, record keeping and proper documentation of every small activity, Geo-tagging of photographs of events take place in college campus.

1. Appropriate safety measures-viz regular sanitization, installation of sanitizers, IR temperature monitors, etc in the College premises, have been implemented on the account of pandemic.

2. A COVID-19 Awareness Cell has especially been constituted to ensure adherence to COVID-19 protocol and administration guidelines.

3. You tube channels used in better way to facilitate students.

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

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

Feedback from Stakeholders is taken regularly, analyzed and used for improvement. (i) Feedback from students is organized regularly in every Semester. The most recent feedback and feedback analysis report has been uploaded on institution website. (ii) Feedback from the Faculty is collected through Staff Council Meetings, held on a regular basis every Semester and also through different Committee Meetings. The Committees are decentralized and

participative. (iii) The Principal is accessible to the Parents for any discussion and feedback. The parents of the new entrants are invited for interaction with the Principal and the Administration on Orientation days for College and Hostel. This has been appreciated by the Parents and has created a bond between the parents and the institution. On occasions like College Annual day and Admissions, the College organizes Open House for interaction between Parents and Faculty. (iv) For feedback of the Non-Teaching Staff, the Principal meets the Administrative Officer at the close of the day daily for briefing and stock taking. The Grievance Cell and Redressal mechanism also facilitates the feedback from the Non-Teaching Staff.

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

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	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	<u>View File</u>
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

An institute who practices gender equality and women empowerment can produce values it is meant for. To decentralised its power in different committees Govt. Rajindra College has constituted different committees for efficient and qualitative functioning of the institute. There are 54 different committees college have and more than 50 percent committees are directly or indirectly convened by ladies faculty members of the college.

Women's cell addresses the issues related to gender bias or any other gender sensitive issues. The college is committed to grooming its staff and students with well rounded personalities having a responsible and responsive approach to social issues such as gender inclusion, environment etc. There is regular exercise taken up to sensitize students. Women's cell of the college plays a proactive role to sensitize young minds towards gender issues by involving them in various activities on social issues like female foeticide, AIDS, drug addiction, gender discrimination etc.

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	D. Any 1 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

The institute's has concerns towards environment, waste management and eco-friendly campus. In order to sustain healty campus environment

Waste management:-

Vermin composting has been adopted. Leaf litter from the college is used for vermin composting and organic manure/compost obtained, is used for plants. Harmless solid waste from labs and waste construction material is used to decorate the campus. Waste from the labs that can be recycled in the lab itself is reused while the waste that cannot be recycled is safely disposed off.

Solid waste management and Biological waste disposal Pits for the disposal of solid waste have been made to dospose waste of plant leafs and others in better way

Institute is continuously investing in energy conservation by installation of Solar panels. Recently IOCL Bathinda has shown intrest in installation of solar panels in college. We are hopeful that installation work would get started in the comingacademic year

Plantation and land scapping areother areas where college is investing synergies.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 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**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	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	**E. None 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	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

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

We are in a region where a large number of students from diverse cultural and communal backgrounds come. The languages taught are; Punjabi, Hindi, Sanskrit, English. However, the official language is Punjabi, Hindi and English, but students are free to converse amongst themselves in their regional languages as well. Teaching

is also multilingual. The environment in the college is inclusive as the institution celebrates cultural diversity of the students by celebrating all the major festivals in the hostels with equal fervor. The college celebrates all important days,festivals, days of national and international importancewith great fervor. Under the enrichment programmes, the college offers various platforms like NSS/NCC/various clubs and societies such as Rajindra Yuva Club, Hindi Sanskrit Sahitiya Sabha, Punjabi Sahit Sabha, Philosophy-Psychology Association, English Literary Society, Saraswati Sangeet Association etc.

Sensing the needs of the students, the Department of Psychology in addition to curricullum provides counselling of students in case of stress, depression and low self-esteem.

Peer mentoring is encouraged between slow learners and advanced learners by giving group tasks.The students are encouraged to speak in the class and to read out from their text books so that their language skills improve.

Our cultural heritage is rich and department of music (vocal&instrument)impartstraining to the students in not only Punjabi music but classical and other forms of music.

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 college is committed to grooming its staff and students with well rounded personalities having a responsible and responsive approach to social issues such as gender inclusion, environment etc. There is regular exercise taken up to sensitize students as well as staff (teaching and non-teaching). The college holds extension lectures/ guest lecturers/ Declamation/ debates/ Poster making competition on these issues. Tree plantation drive is under taken by NSS volunteers.

The main objective of extension activities is to sensitize the students on the issue of civic and social responsibilities. The

purpose is to inculcate good moral values in them and to equip them with the life skill. These values add to the academic learning. The students learn to think beyond themselves. They have an urge to do something productive for others in the society. The students learn team work, leadership skills, time management, effective communication skill, efficient decision making while participating and organizing various projects and programmes.Under RUSA, the college focuses on development of skills, Aptitude and to groom the students which involves improving their communication skills, Public Speaking, IT and Hardware Skills, sales and Marketing Skills and De- Stressing.

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	B. Any 3 of the above

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

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

As mentioned earlier college celebrates all events and festivals ofnational and state importance.The 'Balwant Gargi' open air theatre is a witness of different programmes for talent hunt competitions and celebrating different festivals in the college. Governement Rajindra College is the well known institution in the region for being lively and enthusiastic in celebration of festivals and cultural events which is quitye evident in the past years. The college celebrates independence day, republic day, constitution day, voter's day, women's day etc. in the college campus.

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.

1. The college hasonline admission portal and admissions are given transparently on merit basis.

2. the college has unbaised evaluation system for student's performance. We have internal and external evaluation system as a core part of learning process.

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

Covid19 bring with it tough challenges and being a rural dominant educational institution, it was really tough for us to provide students effective learning.

Teachers, well equipped with technology, came out and provided best of learning resources to students and madeother teachers learn using ofIT enabled resources. Such initiative worked well for the college and students were able to meet their basic demand of learning at the time of home stay. Teaschers prepared tutorials and uploaded on online platforms like Youtube. Google meet and Zoom meet were extensively used to lower stress and anxiety due to covid via oraganising webinars and lectures.

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

To focus more onresearch and innovation activity among faculty and students, the college plans to initiate its own grant to the research proposal submitted by faculty members individually or in collaboration with other faculties from different departments.

areas of focus for next academic year:

1. To encourage and motivate students for research and development,

2. Incorporating subjective learning: the institute is lucky to have socially, culturally, economicand education based student diversity. The next year will be focused on providing learning not according institution demands but in order to meet interestsof students.

3. Institute has initiated beautification work of campus and next year will put all the efforts to rennovate building and create more infrastructure likewise; building large sizestaffroom, upgraded backoffice and installation of new ACs in library and diiferent labs of the college.