Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**NEHRU MEMORIAL GOVT. COLLEGE, MANSA**
Name of the head of the Institution	**Jyoti Parkash**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01652232074**
Mobile no.	**9815847331**
Registered Email	**nmgcmansa786@gmail.com**
Alternate Email	**nmgcmansa1@gmail.com**
Address	**SIRSA-BARNAL ROAD, MANSA**
City/Town	**MANSA**
State/UT	**Punjab**
Pincode	**151505**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Supandeep Kaur**
Phone no/Alternate Phone no.	**01652232074**
Mobile no.	**9872630422**
Registered Email	**nmgcmansa786@gmail.com**
Alternate Email	**nmgcmansa1@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://nmgcmansa.ac.in/

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://nmgcmansa.ac.in/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**78**	**2006**	**02-Feb-2006**	**01-Feb-2011**

6. Date of Establishment of IQAC	**29-Aug-2005**

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
Regular Meeting of IQAC	**13-Jul-2019** **30**	**7**
View File		

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
Institution	Vocational Grant	RUSA	2020 2020	158338
Institution	equity intiative grant	RUSA	2020 2020	31260
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Encouragement to the teaching faculty for writing research paper and publishing them in reputed journals. 2. It provided suggestions for making the teaching learning process effective and fruitful. 3. It motivated the staff to attend seminars, conferences, symposia, workshops, training programmes and the like organized by various institutions. 4. It motivated the staff to organize extension lectures, seminar and workshops in the college. 5. It ensured that the programmes or activities introduced by the university or government be planned and carried out in the college in a successful manner. 6. It ensured the smooth functioning of the college from academic or nonacademic perspectives. 7. It catered to the needs and problems of the students and staff and provide suitable suggestions and measures to tackle with them.,

No Files Uploaded !!!

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
VARIOUS ACTIVITIES CARRIED OUT BY DIFFERENT DEPARTMENTS	FILE UPLOADED
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
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	2020
Date of Submission	28-Jul-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Management information system, a very effective and appropriate system to record, coordinate and analyse information in the college online portal for various activities has been operational since 201516. Various activities and different kinds of information have been available on the college website. (Module 1: Student Data Including their names and personal basic details.) (Module 2: College Prospects) (Module 3: Online fee structures) (Module 4: Scholarships) (Module 5: SMS services) (Module 6: Class Roll Number, Online subject change form, Teacher sections, identy card, University Registertation Return, Examination forms) (Module 7: HRMS 201617/ Payroll) (Module 8: email services) (Module 9: Online payments like bank challans)

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

As the college is affiliated to Punjabi University, Patiala. The curriculum

prescribed by the University is followed by the faculty and students.The whole course class-wise is introduced to the students at the beginning of the session. The curriculum is divided into parts and these parts are covered and completed within time in an effective way. To make the curriculum more comprehensive, various teaching aids are used. Besides it, co-curricular activities like debates/declamation/lectures of experts/seminars/workshops etc.are organised. Moreover, extra curricular activities make the curriculum rich and interesting. Examination and Evaluation To carry out the examination and evaluation, the schedule and instructions laid down by Punjabi University, Patiala are followed. The students are informed about the date sheet and schedule of exams through SMS, Whats App Groups, College Notice Boards,college website and University link. All the required information regarding examination is provided to the students in-advance to enable them make their preparation for University exam. The solved papers are collected by the affiliated University and afterwards these answer sheets are delivered to the college for evaluation.After collecting the evaluated sheets the result is prepared by the concerned teacher and is sent to the University through the college. The results are uploaded and the DMC sare prepared by the University. Besides the final exams, the college conducts the house test/MSTs/ and the concerned teachers evaluate these answer sheets and the record is maintained by the college registrar of the examination and is sent to the university to get added to the final result of students. Research and development In order to polish the excellence of the staff and the college, quality improvement strategies are made and implemented. The staff is encouraged to attend research programmes like workshops, conferences, seminars, extension lectures. They are motivated to write research papers for various conferences and get them published. Duty leave is granted to the staff members to attend the above mentioned programs and activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NA	Nill
No file uploaded.		

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
Nill	NA	Nill

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

NA	Nill	Nill
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
Nill	NA	Nill
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
To analyse and review the overall progress of the college, students and teachers performas are prepared. Students and teachers fill these perfomas (offline or online) and submit them to the teachers or online. These performas are analysed. The merits and demerits of the college, its infrastructure, teaching learning process, college environment, teachers behavior etc. are reviewed. The main focus is on maintaining and strengthening its merits and redressing or resolving the weakness and shortcoming and utilising all the opportunities to polish and nurture the students and to be careful and preventive for the threats.

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
Nill	File uploaded	Nill	Nill	Nill
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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
2019	1199	235	13	0	16

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	Numberof smart classrooms	E-resources and techniques used
29	29	13	5	8	7
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has adopted a Tutorial and Buddy Program system under which various Mentor-Mentee groups are formed. The purpose of Mentor-Mentee groups is to promote interactions and understanding between teacher and students so that students get the opportunity to share their problems (academic and personal), skill and talent with their teachers without any fear and hesitation. It leads to the sound development of the student's personality. These tutorial groups are highly beneficial for the students especially for the newcomers. Earnest efforts are made by the teachers to provide appropriate solutions to the problems of students. In line with the curricular activities, various Mentor-Mentee groups are also formed under the Buddy Program started by the State Government. Dr. Ravinder Singh is the District Nodal Officer of this program. The motive of this program is to create an Anti-Drug environment leading to the formation of a healthy society. Various activities related to health and de-addiction is carried out in these groups. The students actively participate in various activities like declamation, debate, group discussion, essay writing, poster making, painting etc. This program has been so much successful that two persons (one male and one female) of the District were found in serious condition of drug-addiction, were admitted to the de-addiction centers by our student Ms. Binder Kaur and Dr. Ravinder Singh (Staff Member). Now they find a big change in their lives.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1434	29	1:49

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
26	19	7	0	6

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
No Data Entered/Not Applicable !!!			
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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
Nill	file uploaded	Nill	Nill	Nill
[View File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The syllabus prescribed by the Affiliated University (Punjabi University Patiala) is adhered and followed by the college. All the directions and instructions are followed regarding Continuous Internal Evaluation. The syllabus is divided into various and equal parts, completed successfully within time and on the basis of the syllabus, class tests, group discussions, presentations, seminars are organised for the better understanding of the students. Side by side other activities like quiz, declamation, poem recitation are organised at class and college level for the all-round development of the students. Students are introduced to the whole staff- teaching and non-teaching during the assembly held at the very beginning of the session. Besides it, students are informed about the evaluation process and significance of internal exams. Students are informed about the various activities including their assignments, MSTs, presentations etc. and their dates through their Whats App groups, College Website link and SMS Services. Both the types of examinations- theoretical and practical are conducted to evaluate the teaching-learning process. All the activities are carried out under the supervision of the Head of the Department. The review meetings are held by the Principal to review the activities and make plans for the further ones. Weak students are provided special attention and are attended by the teachers during their free lectures.

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

Academic calendar of the college is prepared every year at the very onset of the session. All the college events and activities-academic, curricular, co-curricular and extra-curricular are mentioned in the calendar. This calendar is prepared in line with the schedule mentioned in the affiliated University calendar especially regarding the time of vacations and exam dates etc. Sufficient time is provided to the teachers and students for the teaching-learning process, conducting exams and evaluation. Overall evaluation of the students learning made as per the conditions of the affiliated University regarding their division of marks (Internal and External assessment). Based on the provision of time, the syllabus is repeated briefly and weak students are provided special attention and they are motivated to learn and clear their doubts in their free lectures as per the facility of the teacher. Various activities are carried out throughout the year according to the college calendar. The syllabus of the students is divided into parts to ensure that successful completion of the same within time. Availability of time is strictly adhered to complete the planned work before the beginning of the exams so that the students get sufficient time to make revisions and prepare well. College calendar is strictly followed for various activities especially for the examination and evaluation whether House Tests or University exams.

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://nmgcmansa.ac.in/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					

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)

To analyse and review the overall progress of college, students performa are prepared, students fill these performas offline and submit them

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
Seminar on Free Legal Service	NSS	29/10/2019
Seminar on the occasion of Hindi Divas	Hindi	14/09/2019

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0		

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

Name of the Department	Number of PhD's Awarded
History	1
Political Science	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)

National	History	2	5.98
International	Commerce	3	Nill

View File

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
Mathematics	1
English	1

View File

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
No Data Entered/Not Applicable !!!						
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
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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
file uploaded	**Nill**	**Nill**	**Nill**

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 Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 activites	Number of students participated in such activites
file uploaded	Nill	Nill	Nill	Nill
View File				

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
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!					
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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

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 patially)	Version	Year of automation
Nill	Nill	Nill	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	39586	3171496	20	7775	39606	3179271

No file uploaded.

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
No Data Entered/Not Applicable !!!			

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	45	3	2	0	0	1	1	8	0
Added	0	0	0	0	0	0	0	0	0
Total	45	3	2	0	0	1	1	8	0

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

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!	

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 incurredon maintenance of physical facilites
No Data Entered/Not Applicable !!!			

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)

Library: The College Library is very rich in printed books, Magazines and News Papers. College Library is the Hub of teaching learning process. The Teachers and the Students visit the Library regularly to augment their knowledge. College Teachers often accompany students to the Library to help them consult reference books .In addition to this many departments have departmental Libraries also from where the students and staff can get the

books, they want. In the begging of each academic session, the Library incharge holds orientation Programmes to inform students about the library rules as well as facilities provided to them in library. The library staff extends a helping hand to all students in finding Library resources especially to the visually/physically challenged students by getting them books issued on priority basis. All the students enrolled in the college are eligible for library member ship. For this, they will be required to produce fee receipt and two photographs. All bonafied students will be issued identity cum Library card which they are supposed to keep on their person and produce the same on demand. A member may borrow the books from the circulation section. Each student is eligible to borrow two Books at a time. Books are issued for 14 days after which delay fine @ Rs. 1/ per day volume will be charged. Before getting a book issued, it should be checked and any marking, mutilation, missing pages should be brought to the notice of the Library incharge, failing which the student returning the damaged Book will be held responsible.

https://nmgcmansa.ac.in/

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	PMS to SC Students	622	10007876
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

0	0	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	52	B.A. /B.Com/ BCA	Humanties and Computer Science	Punjabi University Patiala, Regional Centre Bathind, GNDU, Educational Colleges, GKU Talwandi Sabo	M.A. / M.Com/ M.Sc/ B.Ed/ Law/ M.Phil/ PhD
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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
No Data Entered/Not Applicable !!!	
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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
BASANT MELA	COLLEGE	300
MAGIC SHOW	COLLEGE	326
STREET PLAY	COLLEGE	315
View File		

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

<div align="center">**No Data Entered/Not Applicable !!!**</div>

5.4.2 – No. of enrolled Alumni:

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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

<div align="center">**No Data Entered/Not Applicable !!!**</div>

5.4.4 – Meetings/activities organized by Alumni Association :

<div align="center">**No Data Entered/Not Applicable !!!**</div>

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)

To ensure decentralised functioning and participating management of the college, the following initiatives are undertaken by the college. 1. At Academic level: The College has adopted a system of participative management. All the academic and administrative policies and plans are designed and implemented under the worthy leadership of the principal. Adedicated involvement of all the faculty members is ensured in all the activities of the college. At the commencement of the new academic session, College Principal holds a meeting of the teaching and non- teaching faculty of the college and instructs them regarding the new programs, projects and activities to be carried out by the college throughout the year. Staff Committees are formed for various programs and activities. These committees under various heads visualise their plans. Each committee has its own convener who orients and guides the whole functioning of the committee. Periodic meetings are held to analyse the progress of the work of the committees. Major issues, the needs and the problems of the committees are discussed with the College Principal and other staff members in staff meetings. The conveners are given the authority to prepare the schedule of their activities and programs. As participative management leads to decentralised government, the heads of various department ensure the healthy functioning of the department with the mutual help of various members. Various activities like the division of the work, division of curriculum, organising seminars, lectures, workshops etc. are carried out at departmental level. Healthy environment of the whole staff and students is ensured in various activities of the college. Moreover, there are members of the PTA, HEIS, ALUMNI who contribute a lot in the functioning of particular work areas. A comprehensive and cumulative management approach instills new vision and power in the participants who work for the well-being and success of the Institution. 2. At Administrative Level: The college administrative responsibilities, work distribution and monitoring are handled by the college superintendent or senior clerk (in the absence of superintendent) in tandem with the college authorities. The college has its well-defined accounts system.

The various members of the administrative staff have been assigned the responsibilities of various types of funds. Thecollege bursar manages all the expenses from various prescribed funds. The sanction of any expenditure or the payment of the college is approved by the bursar and the Principal. After complete verification of the documents by the concerned clerk and the bursar, payments are finally authorised by the principal and the whole record of the accounts is maintained under various heads by the administrative staff.

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
Admission of Students	To inform the students regarding the admission of entry classes advertisements are made through Gurudwara announcements, banners and pamphlets put at various public places and in front of the college. College prospects along with online application form for admission is uploaded on the college website. Online admission process has been adopted by the college. Applications are received on the web portal of the college. Merit-wise list is prepared and students are invited and counselled by various admission committees of the college. Admission for entry level classes is made purely as per the rules of Punjabi University, Patiala and Punjab State Government. For all other classes (except entry level classes) admission is done as per the rules of Punjabi University, Patiala. However, lateral entry for students from other colleges is allowed keeping into view the number of seats vacant in the respective classes as per the guidelines of Punjabi University, Patiala. The whole admission process is carried out by the various college committees headed by the convener of each committee.
Curriculum Development	As the college is affiliated to Punjabi University, Patiala, the curriculum prescribed by the University is followed by the faculty and students. The whole course class-wise is introduced to the students at the beginning of the session. The curriculum is divided into parts and these parts are covered and completed within time in an effective way. To make the curriculum more comprehensive, various teaching aids are used. Besides

		it, co-curricular activities like debates/declamation/lectures of experts/seminars/workshops etc. are organised. Moreover, extra curricular activities make the curriculum rich and interesting. Lectures on drugs/road safety/nutrition/environment/significance of water are organised from time to time.
	Teaching and Learning	The teaching and learning Process is the core of the mechanism of any Educational Institute. All efforts of the college faculty get failed if the teaching-learning process remains poor and unfruitful. As the college liesin the semi-urban area, most of the students come from rural background. Keeping in mind these students, the following qualitative strategic measures are adopted regarding teaching-learning: • Educational Calendar • Freedom to the students for choosing Elective Courses • A well planned teaching time table • Proper division of section • Regular teaching classes • Division of the course content into parts made by the teacher • Timely completion of the syllabi • Focus on clearing the concepts • Effective and healthy communication while teaching • Proper interaction with the students • Use of effective teaching methods like the Direct Method, Grammar-Translation method, Group-Discussion, Presentations etc. • Use of various teaching aids like blackboard, white-board, smart-board, projects, pictures, maps, paintings, globe etc. • Tutorial Groups and Remedial Classes (As per need) • Periodic tests, class tests, MSTs assignments etc. • Lectures/seminars/workshops/extension lectures • Departmental library/Book Bank • Help to needy students through OSA Book Bank • Field study internship and ICT enabled teaching • Establishment of Grievance Cell to tackle with any grievances from students or teachers • Availability of career counselling cell to guide students about their future plans and avenues • Participation of students in various functions like Youth Festivals, Athletic Meet, Cultural and Literary activities • Participation of students in Quiz competition
	Examination and Evaluation	To carry out the examination and

		evaluation, the schedule and instructions laid down by Punjabi University, Patiala are followed. The students are informed about the date-sheet and schedule of exams through SMS, WhatsApp Groups, College Notice Boards, College Website and University Link. All the required information regarding examination is provided to the students in-advance to enable them to make their preparation for University exams. Due to the rise of Covidpandemic, the examination process of 2019-20 was carried out online as per instructions of the Punjab Government and the affiliated university.The students were sent the question papers online through their WhatsApp groups. After solving these question papers within the time prescribed by the University,the students sent their pdf files through Google form link sent to them by their class teachers.After getting the printed / hard copies of the pdf files, the result was prepared by the concerned teacher and was sent to the University through the college as per instructions of the affiliated universityand the DMCs were prepared by the University. Besides the final exams of May 2020, the college conducted theNovember2019 House Tests/MSTs/ and the concerned teachers evaluated these answer sheets and the record was maintained by the college registrar of the examination and final assessment was sent to the University to get added to the final results of the students.Final exam of December 2020 were conducted in the regular mode.
	Research and Development	In order to polish the excellence of the staff and the college quality improvement, strategiesare made and implemented. The staff is encouraged to attend research programmes like workshops, conferences, seminars, extension lectures. They are motivated to write research papers for various conferences and get them published. Duty leave is granted to the staff members to attend the above mentioned programs and activities. National Conference on "The Emerging Issues in India" was conducted in the year 2017. Articles/research papers were complied in the form of a published book under the same title in 2019. Various staff

	members attended workshops, were invited as resource persons and have written research papers and articles and have published them in Journals/Books/Newspapers. Many staff members have got themselves registered for Ph.D degree course. Some of them have completed their PhD course and some are in the process of their research projects. The teachers are motivated to conduct the workshops/seminars/extension lectures/invited lectures etc.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a full fledged library enriched with a big collection of books, magazines, journals and newspapers, Encyclopedia, Reference Books etc. Many departments have established their Departmental Libraries/Book Banks. The college has its own web-portal for easy and smooth flow of information. The college has the provision of online admission and there is online processing of scholarships for post-matric students. Internet access is provided to the administrative staff and to the students in computer Labs for academic purpose. Basic facilities for the students are upgraded. Computer labs are upgraded for better functioning. Furniture and instruments like computers and projectors are provided to the students as per their need from time to time. The college has very good physical infrastructure. The Classrooms, Labs, Lecture Theatres, Girls Common Room, Conference Rooms, Finishing Labs, Auditorium, College Canteen, Departments, Open-Air Theatre, Principal Office, Administrative Office, PG Block and Gymnasium are well furnished. Besides it, the college has other equipments and instruments like Sanitary Napkin Machine (Incinerator), Napkin Disposing Machine, First Aid Kit, RO Water system, Water Chiller, Computers, Projectors, Printers and Photostat Machines.
Human Resource Management	A few of quality improvement strategies aiming at attracting, developing and strengthening its human resources are mentioned below: • Formal and informal meetings by the Principal with the staff members, parents (PTA), old students and other concerned authorities from time to time. •

	Extension lectures, seminars, workshops, street plays etc. • Training and skill development programmes for teaching and non-teaching members. • Counselling and Grievance Cell for effective redress of grievances. • The decentralization of decision making at institutional and departmental level. • Awareness programmes on socially relevant issues. • Career Guidance and Placement Cell for training and placement of students. • Deployment of teachers as tutors/mentors for handling students' issues at academic, emotional and personal level.
Industry Interaction / Collaboration	The college has not signed any MOU, but the interaction with reputed industries and Corporation has helped in the academic growth of the staff and students. The college organises seminars or lectures of experts from various institutes to guide the students regarding their future prospectives and employment opportunities. Besides it, the Punjab Government organises employment fair at district level. Maximum number of students are encouraged to get themselves registered on the web-portal and are further motivated and well-informed to Participate in these fairs.

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

E-governace area	Details
Examination	Students are made to appear in two types of examinations semester-wise i.e house test and University examination (final exams). Online process helps a lot in carrying out these examinations. Students are timely informed of these examinations, examination dates and the other instructions regarding the same through SMS, WhatsApp messages and college Website. Roll Number Lists are prepared on computers and displayed at the college notice-board and outside the classrooms. The whole record of evaluation is uploaded on the computers. Students' assessment is also sent online to the University.During the session 2019-20, the final examination of May 2020 was carried out absolutely in online mode due to Covid-19 as per instructions of the Punjab Government and the affiliating university.

Planning and Development	The computerised database and information system of the college works effectively for collection and dissemination of information. Centralised student database is maintained at the office level. This data proves to be helpful in planning the distribution of the students uniformly in various sections and for various academic and non-academic activities. The time table and other academic and non-academic communications and activities are uploaded on the college website. All this helps to make further plans and review the development of the College.
Administration	To make the functioning of the college administration better and smoother, the college authorities have initiated the digitization of all database and records. The mode of online and computerized functioning provides the transparency of information. All the relevant information is available on the college Website and it is shared online with faculty departments and students.
Finance and Accounts	The college has the facility of the computerised Administrative office and accounts section. To preserve and maintain all the data, the accounts department is digitising all the records. The college has its server/software for the purpose of admission of students, change of their subjects, their bus pass, fee-submission, ID Cards and the information related to them. The accounts department receives all the fees from the students through online mode.
Student Admission and Support	The admission process of Nehru Memorial Government College, Mansa is carried out in line with the terms and conditions laid down by Punjabi University Patiala and the State Government. To make this process more comfortable, easy, transparent, informative, fast and comprehensive, the online mode has been adopted by the college. Students are informed of the admissions, dates of admission and other information related to admission through the college Website and social media and WhatsApp groups. The college prospectus alongwith the application form is uploaded on the college

Website. The students apply for online admission on the web-portal of the college and get themselves registered on the affiliated university portal. Students are invited merit-wise to the college for the physical verification of their documents. After verification, admission is approved by the admission committee and students get their challan online and online payment of fees is made by them. Not only regarding the admission, online mode is also used for further help and support to the students, such as regarding their change of subject, scholarship, ID card and bus pass facility. Moreover,the whole information regarding various activities, holidays and vacations is sent to the students through their WhatsApp groups and college Website. This online system adopted for admission and support of the students' helps in running the whole process in a very smooth way and this process proves to be very helpful in maintaining the record of the students and their documents in a better way.

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
Nill	NIL	NIL	NIL	Nill
No file uploaded.				

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)
No Data Entered/Not Applicable !!!						
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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	Number of teachers who attended	From Date	To date	Duration

programme				
No Data Entered/Not Applicable !!!				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	**21**	**7**	**11**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	**NIL**	**HELP BY TEACHERS PERSONALLY**

6.4 – Financial Management and Resource Mobilization

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

No internal audit of the students' funds is carried out by the college. The external audit of all the Government grants is carried out by the auditors of the AG, Punjab from time to time.The last audit by the auditors of the AG, Punjab was done in 2015. The external audit of all the students' fund is carried out as per instructions of Punjab Government. The last audit was done in 2010. The audit of the scholarship forms was carried out in 2019-2020. The audit of HEIS fund is carried by the authorised Chartered Accountants every year at college level.

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	**Nill**	**NIL**
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	**Yes**	**BY PUNJABI UNIVERSITY**	**Yes**	**BY PRINCIPLE**
Administrative	**Yes**	**BY AG DEPARTMENT**	**Yes**	**BY PRINCIPLE**

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

The institution forms PTA (Parent-Teacher Association) at the beginning of every session. This Association holds regular meetings and provides suggestions to tackle with the institutional challenges. It is associated with the working and administration of the college to plan the budget for the various activities held in the institution. The college PTA spends on the following activities: ? Financial Assistance: Salary of Guest Faculty Assistant Professor,

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

1. 'BassantMela' was organised by the SaabhyacharakChetnaManch Mansa (Rgtd.) with the support of the college on 01.02.2020. The brilliant talented and outstanding daughters of the society were honoured on this occasion. 300 students and the college staff were present in the program. 2. Red Cross Committee organised a 'Magic Show' in collaboration with Indian Red Cross Society, branch Mansa on 06.11.2019. About 300 students and 26 staff members attended this program. 5000 rupees collected from students and staff were donated to the Indian Red Cross Society, branch Mansa. 3. A lecture on Food, Nutrition and Health Issuesrelated especially to female health was delivered by Dr. Sunil, Civil Hospital Mansa on 10.9.2019. 4. A Seminar on Indian Road Safety Campaign- I Safe 19 was organised by the college Red Cross committee on 26.09.2019. Shri Suresh Kumar, in-charge Traffic Education Cell Mansa was the keynote speaker. About 150 students and 10 teachers attended this seminar. 5. A Street Play on The Social Issues (Drugs, Environment etc.) organisedby Punjabi department was played by the Dastak Art Group to commemorate the memory of prof. Ajmer Singh Aulakh on 19.08.2019. 300 students and 15 teteacher attended this program. 6. A Tree Plantation Program organised by the Punjabi department was carried out by the artists, students and members of familyof Dr. Ajmer Singh Aulakh, a prominent playwright on his birthday. 7. 56 students of the college were trained to participate in the Zonal Youth Festival held at Mata Sundri University Girls College from 10th-13th 2019. Tokri and Pitthu got the first position. Peehrri, Street Play and Bhangra got the second position. 8. The Bhangra team of the college presented bhangra on the celebration of 20th anniversary of Ajit Sub-Office Mansa on 22.10.2019. Two professors and 15 students attended this program. 9. The victorious Pitthu team of Zonal Youth Festival further participated in the Inter-Zonal Youth Festival held at Punjabi University Patiala on 13.11.2019 and got the second position. Twoteachers along with the team of 15 students were present in the program. 10. A Street Play on Save Electricity was played by the Electricity department of Government of India in collaboration with the college on 22.07.2019. 50 students and 15 teachers attended this program. 11. A lecture on Mahatma Gandhi: Philosophy and Ideals was organised by the Youth Welfare Club and Cultural committee of the college on 30.09.2019. Dr. P. K. Sood was the key speaker. 60 students and 05 teachers attended the program. 12. Dr.Supandeep Kaur rendered her services as resource person during NSS Camp held at Bhai BehallonKhalsa Girls College PhaphreBhaikeon 23.12.2019. 13. Dr.Supandeep Kaur rendered her services as a judge of Folk dances in the Youth Festival of Guru Kashi University Talwandi Sabo on 06.03.2020. 14. Tree Plantation Program dedicated to the 550thParkashPurab of Sh. Guru Nanak Dev Ji duringthe mission Plant More Trees started from 0

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

? Planning of activities for the next year ? Constant PTA and HEIS meetings for the better functioning of the college. ? Plantation in the college ? Preparation of data for AISHE

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
No Data Entered/Not Applicable !!!					
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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
Extension Lecture delivered at Bhai Behlo Khalsa Girls College, duringh Seven Days NSS Camp	21/12/2019	27/12/2019	0	1
Stop the Violance Activate Event	24/06/2019	27/06/2019	1	1
Lecture on Food, Nutrition and Health Issues Related to female health	10/09/2019	10/09/2019	50	50
Basant Mela organised by the "Saabhyacharak Chetna March Mansa"	01/02/2020	01/02/2020	100	200
Zonal Youth Festival held at Mata Sundri College	10/11/2019	13/11/2019	26	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
1. A Street Play on The Social Issues (Drugs, Environment etc.) organised by Punjabi department was played by the Dastak Art Group to commemorate the memory of prof. Ajmer Singh Aulakh on 19.08.2019. 300 students and 15 teteacher attended this program. 2. A Tree Plantation Program organised by the Punjabi department was carried out by the artists, students and members of family of Dr. Ajmer Singh Aulakh, a prominent playwright on his birthday. 3. 56 students of the college were trained to participate in the Zonal Youth Festival held at Mata Sundri University Girls College from 10th-13th 2019. Tokri and Pitthu got the first position. Peehrri, Street Play and Bhangra got the second position.

4. Tree Plantation Program dedicated to the 550th Parkash Purab of Sh. Guru Nanak Dev Ji during the mission Plant More Trees started from 01.07.2019-30.07.2019 was carried out by the unit of NSS. 5. NSS Department adopted to clean the slum area of Thootthian Wali road during 2019-20. 6. NSS Programme officers Prof. Ravinder Singh and Prof. Kuldeep Singh attended the training workshop regarding the Environment and Stubble Burning conducted by Punjabi University Patiala on 05.09.2019. 7. Gandhi Jayanti was celebrated by the college by collecting the plastic from the public places, houses and shops of the local area under the leadership of Prof. Ravinder Singh and Prof. Kuldeep Singh on 02.10.2019. 8. Awareness Rallies about no Stubble Burning were carried out in the villages of District by the NSS department on 04.10.2019. 9. NSS Department of the college adopted the village Mansa Khurd, Ubha, Khokar Kallan, Thoothhian Wali and Malakpur Khiala under the Prosperous Mission. 10. One Day Cleanliness Camp was organised on 08.11.2019 by NSS Department. 11. A National Conference on 'Emerging issues in India' was organised by the college on 25.04 2017 and various Research papers were edited and complied in the form of book during 2019 and the Book was released by the Education Minister Sh. Tripat Singh Bajwa, Ministry Higher Education and Rural Development and Panchayats on 25.09.2019.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Scribes for examination	Yes	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
No Data Entered/Not Applicable !!!							
[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)
Prospectus	Nill	During the session 2019-20, the prospectus of the college was published and updated online. It includes the details about college, its history, the faculty, admission dates, courses offered, subject combination, fee structure, reservation policy, rules and regulations of the college, college calendar, University calendar etc.

7.1.6 – Activities conducted for promotion of universal Values and Ethics			
Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

1. Use of Online mode of communication at administrative level to avoid the wastage of paper. 2. Led bulbs and Tubes installed in the college. 3. Availability of Rain Harvesting System in the college. 4. Availability of Garbage Dump in the college. 5. Ban on use of Plastic bags in the college. 6. A Tree Plantation Program organised by the Punjabi department was carried out by the artists, students and members of family of Dr. Ajmer Singh Aulakh, a prominent playwright on his birthday. 7. A Street Play on Save Electricity was played by the Electricity department of Government of India in collaboration with the college on 22.07.2019. 50 students and 15 teachers attended this program. 8. Tree Plantation Program dedicated to the 550th Parkash Purab of Sh. Guru Nanak Dev Ji during the mission Plant More Trees started from 01.07.2019-30.07.2019 was carried out by the unit of NSS. 9. NSS Department adopted to clean the slum area of Thoothian Wali road during 2019-20. 10. NSS Programme officers Prof. Ravinder Singh and Prof. Kuldeep Singh attended the training workshop regarding the Environment and Stubble Burning conducted by Punjabi University Patiala on 05.09.2019. 11. Gandhi Jayanti was celebrated by the college by collecting the plastic from the public places, houses and shops of the local area under the leadership of Prof. Ravinder Singh and Prof. Kuldeep Singh on 02.10.2019. 12. Awareness Rallies about no Stubble Burning were carried out in the villages of District by the NSS department on 04.10.2019. 13. NSS Department of the college adopted the village Mansa Khurd, Ubha, Khokar Kallan, Thoothian Wali and Malakpur Khiala under the Prosperous Mission. 14. One Day Cleanliness Camp was organised on 08.11.2019 by NSS Department. 15. The College staff got the covid training and the online certificates. 16. College contributed valuable services to the society during the Corona Pandemic. NSS volunteers delivered masks and sanitizers from door to door in various areas of the city.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Though, the college is situated in the remote area of the city and it has its students coming mostly from the ruler background, but due to the sincere, honest and hard-working efforts of the Principal and staff, it has its distinction in various fields. Best Practices 1: Various activities related to health and environment during 2019-20 1. A lecture on Food, Nutrition and Health Issues related especially to female health was delivered by Dr. Sunil, Civil Hospital Mansa on 10.9.2019. 2. A Street Play on The Social Issues (Drugs, Environment etc.) organised by Punjabi department was played by the Dastak Art Group to commemorate the memory of prof. Ajmer Singh Aulakh on 19.08.2019. 300 students and 15 teteacher attended this program. 3. A Tree Plantation Program organised by the Punjabi department was carried out by the artists, students and members of family of Dr. Ajmer Singh Aulakh, a prominent playwright on his birthday. 4. Tree Plantation Program dedicated to the 550th Parkash Purab of Sh. Guru Nanak Dev Ji during the mission Plant More Trees started from 01.07.2019-30.07.2019 was carried out by the unit of NSS. 5. NSS Department adopted to clean the slum area of Thoothian Wali road during 2019-20. 6. NSS Programme officer Unit-I Prof. Ravinder Singh was honoured by the District Administration for his valuable services on 15.08.2019. 7. NSS Programme officers Prof. Ravinder Singh and Prof. Kuldeep Singh attended the

training workshop regarding the Environment and Stubble Burning conducted by Punjabi University Patiala on 05.09.2019. 8. Gandhi Jayanti was celebrated by the college by collecting the plastic from the public places, houses and shops of the local area under the leadership of Prof. Ravinder Singh and Prof. Kuldeep Singh on 02.10.2019. 9. Awareness Rallies about no Stubble Burning were carried out in the villages of District by the NSS department on 04.10.2019. 10. NSS Department of the college adopted the village Mansa Khurd, Ubha, Khokar Kallan, Thootthian Wali and Malakpur Khiala under the Prosperous Mission. 11. One Day Cleanliness Camp was organised on 08.11.2019 by NSS Department. 12. A Poster Making competition was conducted on the mission Get Well Soon Without Antibiotics on 20.11.2019. 13. The College staff got the covid training and the online certificates. 14. National Voter Day was celebrated on 25.01.2020. 15. College contributed valuable services to the society during the Corona Pandemic. NSS volunteers delivered masks and sanitizers from door to door in various areas of the city. 16. A National Conference on 'Emerging issues in India' was organised by the college on 25.04 2017 and various Research papers were edited and complied in the form of book during 2019 and the Book was released by the Education Minister Sh. Tripat Singh Bajwa, Ministry Higher Education and Rural Development and Panchayats on 25.09.2019. Best Practices 2: Cultural, Literary and Intellectual Activities 1. 'Bassant Mela' was organised by the Saabhyacharak Chetna Manch Mansa (Rgtd.) with the support of the college on 01.02.2020. The brilliant talented and outstanding daughters of the society were honoured on this occasion. 300 students and the college staff were present in the program. 2. A Street Play on The Social Issues (Drugs, Environment etc.) organised by Punjabi department was played by the Dastak Art Group to commemorate the memory of prof. Ajmer Singh Aulakh on 19.08.2019. 300 students and 15 teteacher attended this program. 3. 56 students of the college were trained to participate in the Zonal Youth Festival held at Mata Sundri University Girls College from 10th-13th 2019. Tokri and Pitthu got the first position. Peehrri, Street Play and Bhangra got the second position. 4. The Bhangra team of the college presented bhangra on the celebration of 20th anniversary of Ajit Sub-Office Mansa on 22.10.2019. Two professors and 15 students attended this program. 5. The victorious Pitthu team of Zonal Youth Festival further participated in the Inter-Zonal Youth Festival held at Punjabi University Patiala on 13.11.2019 and got the second position. Two teachers along with the team of 15 students were present in the program. 6. A Street Play on Save Electricity was played by the Electricity department of Government of India in collaboration with the college on 22.07.2019. 50 students and 15 teachers attended this program. 7. A lecture on Mahatma Gandhi: Philosophy and Ideals was organised by the Youth Welfare Club and Cultural committee of the college on 30.09.2019. Dr. P. K. Sood was the key speaker. 60 students and 05 teachers attended the program. 8. Dr. Supandeep Kaur rendered her services as resource person during NSS Camp held at Bhai Behallon Khalsa Girls College Phaphre Bhaike on 23.12.2019. 9. Dr. Supandeep Kaur rendered her services as a judge of Folk dances in the Youth Festival of Guru Kashi University Talwandi Sabo on 06.03.2020. 10. A Poetry book 'Injh Vi Ho Sakdai' by Prof. Seema Jindal got published during the session 2019 11. A Seminar was conducted by the NSS unit-1 on Free Legal Services on 29.10.2019. Advocate Rajinder Paul Kaur Dhillon and Davinder Kaur delivered a lecture on the same. 12. Birthday of Ballab Bhai Patel was celebrated by NSS Department on 31.10.2019. 13. One Day Cleanliness Camp was organised on 08.11.2019 by NSS Department. 14. A Poster Making competition was conducted on the mission Get Well Soon Without Antibiotics on 20.11.2019. 15. Constitution Day was celebrated on 26.11.2019. 16. Flag Day was celebrated on 07.12.2019. 17. National Voter Day was celebrated on 25.01.2020. 18. A National Conference on 'Emerging issues in India' was organised by the college on 25.04 2017 and various Research papers were edited and complied in the form of book during 2019 and the Book was released by the Education Minister Sh. Tripat Singh Bajwa, Ministry Higher

Education and Rural Development and Panchayats on 25.09.2019. 19. 'Hindi Language Day' was celebrated by Hindi Dept. of the college on 25 Sep,2019. 20. Oath Ceremony was carried out on 'National Unity and Safety' on 31 Oct, 2019. 21. A seminar was organised by the Dept. of Hindi on the occasion of Hindi Divas on 14-09-2019.

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

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

VISION: The vision of the college is the creation of physically fit, mentally enlightened, morally upright, spiritually contented, socially useful and active, economically independent, politically awakened, culturally refined, religiously secular and temperamentally cool and basically considerate, civilized, disciplined, responsible and balanced citizens. PRIORITY, THRUST AND OBJECTIVES: The main thrust of the college is to impart quality education to the youth of this rural and educationally backward area, to train the students for gainful employment, to make special efforts for the educational empowerment of girls and weaker sections, to make the students aware of their social obligations and to impart moral education and civic sense to the students. ONE DISTINCTIVE AREA Effective Teaching Learning: The teaching and learning Process is the core of the mechanism of any Educational Institute. All efforts of the college faculty get failed if the teaching-learning process remains poor and unfruitful. As the college lies in the semi-urban area, most of the students come from rural background.To make the teaching-learning effective and for the all round development of students, specific strategic measures have been followed during the session 2019-20. Consequently, the college has got distinction in Academics as well as in other fields. The results of all classes are extremely good and the pass percentage of the students of the college is much higher than the university pass percentage. Besides it, various activities- cultural, environmental, health and nutrition related, intellectual, literary etc. bear a testimony to the effective teaching-learning process in the college. Strategic measures adopted during the session 2019 and 20 (as mentioned in 6.2.1) • Educational Calendar. • Freedom to the students for choosing Elective Courses. • A well planned teaching time table. • Proper division of section. • Regular teaching classes. • Division of the course content into parts made by the teacher. • Timely completion of the syllabi. • Focus on clearing the concepts. • Effective and healthy communication while teaching. • Proper interaction with the students. • Use of effective teaching methods like the Direct Method, Grammar-Translation. method, Group-Discussion, Presentations etc. • Use of various teaching aids like blackboard, white-board, smart-board, projects, pictures, maps, paintings, globe etc. • Tutorial Groups and Remedial Classes (As per need). • Periodic tests, class tests, MSTs assignments etc. • Lectures/seminars/workshops/extension lectures. • Departmental library/Book Bank. • Help to needy students through OSA Book Bank. • Field study internship and ICT enabled teaching. • Establishment of Grievance Cell to tackle with any grievances from students or teachers. • Availability of career counselling cell to guide students about their future plans and avenues. • Participation of students in various functions like Youth Festivals, Athletic Meet, Cultural and Literary activities. • Participation of students in Quiz competitions. Various activities carried out during the session 2019-20 (as mentioned in 6.5.6) 1. 'Bassant Mela' was organised by the Saabhyacharak Chetna Manch Mansa (Rgtd.) with the support of the college on 01.02.2020. The brilliant talented and outstanding daughters of the society were honoured on

	this occasion.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

1. Toupgrade the existing learning resources for imparting quality education. 2. Upgradation of computer Labs. 3. Upgradation of physical/sports infrastructure. 4. Upgradation of furniture for students. 5. Renovation of washrooms. 6. Creating environment for holistic development of students. 7. Organisation of seminars lectures extension lectures workshops etc. 8. To conduct internal audit inspection to prepare IASHE report. 9. To repair the college assets as per need. 10. To prepare college calendar, college prospectus and college time. 11. To plan for various Academic curricular, co-curricular and extra-curricular activities in a planned way.