YEARLY STATUS REPORT - 2020-2021

Part A
Data of the Institution

1.Name of the Institution	GOVERNMENT POST GRADUATE COLLEGE AMBALA CANTT.
• Name of the Head of the institution	Sh. Arun Joshi
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	918901010369
• Mobile no	8901010369
• Registered e-mail	gcambalacantt@rediffmail.com
• Alternate e-mail	iqacgcambcantt@gmail.com
• Address	Near football chowk
• City/Town	Ambala cantt
• State/UT	Haryana
• Pin Code	133203
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	Kurukshetra University, Kurukshetra
• Name of the IQAC Coordinator	Ajay Chauhan
• Phone No.	919785881819
• Alternate phone No.	9785881819
• Mobile	9785881819
• IQAC e-mail address	iqacgcambcantt@gmail.com
• Alternate Email address	ajayiqac2021@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://gcambalacantthry.ac.in/aqar/
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.gcambalacantthry.ac.in/Academic_calendar/Academic_Calendar_2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.18	2010	28/03/2010	27/03/2015

6.Date of Establishment of IQAC	28/01/2004

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
Nil	Nil	Nil	Nil	0

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	`11`
• 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. One day online workshop on Entrepreneurship Development was organized for the students of Government P.G. College, Ambala Cantt on 10.7.2021. 2. One day National level webinar was organized by Department of Commerce in collaboration with Entrepreneurship Development Cell on 11.02.2021 on the topic "Entrepreneurship Development: A step towards self reliant India." 3. State Level Online Poster Making Competition was organized by the Physics department on the theme "Physics behind Innovations in Technology" from November 19, 2020 to November 24, 2020. 62 students from all over Haryana participated in this event and the winners were given cash prizes. Online National Level IT Fest was organized on 18/6/2021 by the Computer Science Department Online national level commerce fest was organized by the Department of Commerce`

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
Adherence to Academic Calendar as provided by KUK All the departmental heads to prepare the calendar for co-curricular activities for their respective departments Annual Committees of the staff to be constituted for performing different college works. Teaching staff members to prepare the Lesson Plan for their respective classes before the commencement of both the semesters. Introduction of Value Added/Certificate Courses in different departments Obtaining Feedback from the students, teachers and alumni of the institution. Constitution of Mentor Groups for better understanding of abilities and problems of the students. Promotion of use of ICT by all the Departments of the institute. Organizing Workshops and Seminars online/offline for the faculty and the students Setting up of Well-Equipped Examination Branch: Enhancing E-Learning though use of modern techniques like You tube Videos etc. Procurement of Books and Journals in the college Library Automation of Library Increasing the Band Width of broadband Organize inter college competitions or events online/offline by the departments and cells Students and Teachers to be encouraged for participating in the events at District and State Level. NSS Unit of the college to organize activities for the welfare of society so as to enable students	Followed the academic calendar as provided by the KUK According to the Academic Calendar, the calendar for important events, curricular, co-curricular, extra-curricular and extension activities was prepared by all the departments The annual college committees of staff were constituted for effectively managing the different college activities and the same were communicated to the staff both teaching and non-teaching All the teaching faculty members prepared and adhered to the lesson plan for the session. Four Value added courses introduced during the session which included the Certificate course in Banking and Financial Services, Practical Taxation, Green Chemistry and Ethical Hacking. Feedback from the students, and teachers was obtained during the year by sharing well structured questionnaire through google form with the students and in physical form from the teachers of the institution. Mentors identify the Mentees' learning abilities on the basis of their academic performance, behavior, social and psychological aspects during the individual interaction session in the mentorship classes.

to learn how to fulfill social responsibility Conducting Programs for overall well being of Students Promotion of teachers by verification of their API scores as per the UGC and State Government Guidelines. Sensitizing Students for Constitutional Obligations Institution celebrates / organizes national and international commemorative days, events and festivals Best Practices to be Undertaken by Teachers and Students	

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	26/01/2022

Extended Profile

1.Programme

1.1   **15**

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

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

2.Student

2.1   **3326**

Number of students during the year

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

2.2   **1868**

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   **1009**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]()

3.Academic

3.1   **136**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]()

3.2   **105**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**15**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**3326**

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1868**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**1009**

File Description	Documents
Data Template	[View File]

3.Academic

3.1 Number of full time teachers during the year	**136**

File Description	Documents
Data Template	[View File]

3.2 Number of sanctioned posts during the year	105

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	46
4.2 Total expenditure excluding salary during the year (INR in lakhs)	251.40
4.3 Total number of computers on campus for academic purposes	200

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

The institution ensures effective delivery of the curriculum as provided by the Affiliating University KUK, through a well-planned and documented process. At the commencement of every academic session, workload of all the Departments is assessed as per the norms of Directorate Higher Education, Haryana; time table framed accordingly and conveyed to all concerned well in time. Faculty members provide time plans for each paper and try to adhere to it. Besides traditional lectures and seminars, infrastructure for the use of ICT is also available for teaching. Extensionlectures are regularly arranged to bridge the gap in the prescribed curriculum. Internal assessment is done transparently with examined scripts shown to students. Seminars, value-added courses, filed trips, internships and industrial visits are arranged to enrich the curriculum. Performance of the students in laboratory experiments are timely assessed and graded. Students are encouraged to join various clubs, cells and committees operating in the college to make them socially responsible citizens. A well-equipped library

with text and reference books, journals, magazines, E-resources and a book bank for students cater to their academic needs. Indoor and outdoor sports facilities are also available for students.

File Description	Documents
Upload relevant supporting document	[View File](View%20File)
Link for Additional information	https://gcambalacantthry.ac.in/lesson-plan/

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

The institution adheres to the academic calendar for the conduct of the curriculum prepared by the Kurukshetra university kurukshetra. The institute hasa structured and documented process for implementing the curriculum. It is as follows: Before the commencement of the semester the faculty member prepares an outlay for each semester which includes the dates of commencement, completion of syllabus, schedule of internal exams, working days, teaching days, internalmarks submission, seminars, guest lectures, workshops, industrial visits, holidays, dates of semester end examination etc. As per the academic calendar and guidelines of the University, Timetable is prepared by the Time Table Committee and after approval from respective HODs& Principal it is conveyed to all the faculty members and students before commencement of the semester. Internal Assessments are conducted as per the calendar of events. For implementation of the Internal Assessment Process, Examination committee is formed at the college level which monitors the overall internal assessment process. Continuous Internal Assessment review is taken by the Principal regularly. In addition, the IQAC team conducts an internal audit to verify the compliance to academic calendar/ calendar of events with documentary evidence.

File Description	Documents
Upload relevant supporting document	[View File](View%20File)
Link for Additional information	http://www.gcambalacantthry.ac.in/Academic_calendar/Academic_Calendar_2020-21.pdf

1.1.3 - Teachers of the Institution participate	**D. Any 1 of the above**

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

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

1.2 - Academic Flexibility

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

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

10

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

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

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

5

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0.073

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

In addition to the issues related to Gender, Environment and Sustainability, Human values and Professional Ethics being addressed through the curriculum, the institute makes efforts to build healthier and harmonious working environment through various measures. The Institute has Women Development Cell, Internal Complaints Committee and Committee against Sexual Harassment for the safety and empowerment of female staff and students.Issues related with environment and sustainability are integrated into courses of Environmental studies (compulsory course for all UG Programs), Zoology, Botany and Geography. Courses that teach human values in its curricula are Political science, Commerce, English, Physical Education. Professional ethics are integrated in the courses of Arts, Commerce and Science.

N.S.S. promotes environmental protection through tree plantation, participation in Swachh Bharat Abhiyan, Swachhta Pakhwada and other activities like quiz, slogan writing and poster making competitions, invited talks about nature, biodiversity, environment and sustainability and celebration of World water Day, World Forest Day, World Environment Day, N.S.S. Days etc. The Institute regularly organizes birth anniversaries of great

personalities, Independence Day, Republic Day, Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc to enliven patriotic and moral values in the students and also to instil in them a sense of social responsibility.

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.	View File

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

6

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

249

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	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	https://gcambalacantthry.ac.in/feedback-2/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://gcambalacantthry.ac.in/feedback-2/

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

1371

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

634

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Institute has diversified students from different social and economic backgrounds which, in turn, influence their learning aptitude along with their personal abilities. The subject teachers identify the advance learners and slow learners from the class room interaction, evaluation of class tests and performance of students during practical sessions. Special programs are organized for advance learners and slow learners according to their needs.. Peer teaching is employed by having advanced learners teach a few topics assigned for the benefit of weak learners. Extra time is given in free periods by the subject teachers to explain the content according to the pace of the slow learners. In practical subjects such students are given special attention and are consistently assisted. Teachers are available beyond class hours to counsel the weaker students. Tutorial groups are organised for thepost-graduationprograms.

Advanced learners are given more challenging work in the form of projects and home assignments. They are motivated to attend inter-college competitions,webinars, seminars and extension lectures and are motivated to prepare for competitive exams like GATE, GRE, CAT, NET,CSIR-NETetc and go for higher education.They are inspired to consult e -resources, journals and reference books available in

`the college library.`

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
3326	136

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

`Student-centric methods are an integral part of the outcome based pedagogy.The institution adopts innovative and creative ways of disseminating, and sharing knowledge following various student-centric methods like Group discussions, Student Seminars, Project, Reports, Case studies, PPT's, Class Assignments, Quizzes, Debate ,and Lab experiments etc .Experiential learning is provided in the practical sessions to apply concepts learned in the theory classroom. Field tours, Industrial visits, trip to Fish Farm etc. are also arranged by the college to acquaint students with the practical knowledge of the concepts. Tours are also arranged for the students of Tourism. Commerce department organizes Commerce Fest to give the students real time experience of the marketing. Apart from this Expert lectures of people from industry are organized where students are encouraged to interact with the experts on diversified fields to bridge the gaps between the curriculum.`

`The students of Department of Mass Communication of the college are publishing a Wall News Paper named "Dastak"since September 2017 under the supervision of the faculty members that provides them the practical knowledge of process of reporting, editing and publishing and ensures participative learning of students .The institution allocates fund for various educational tours ,`

seminars, workshops etc.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

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

The students' learning experiences are enhanced by the teachers by use of educational technologies and the effective usage of ICT-enabled tools. Faculty is provided with the requisite facilities for the preparation of computer aided teaching – learning material like Computers, Lease Line , e-resources like e- books, e-journals etc. The institution has WiFi campus with50mbps Lease Line, 200 computers,16 printers,9 projectors,7 scanners,8 Internet Dongles,6 Laptops,8Smart classrooms,Computer Labs, Language Lab,Interactive smart boards.These interactive aids have been put to extensive use during the pandemic times when distant teaching-learning became the only mode of communication between the teacher and the taught. Classes were met through video Conferencing using various platforms like, Google Meet, Cisco, Zoom etc. The study material was provided through PPT's, PDF's via Google Classroom What's app etc.The teachers were provided trainings to use various online platforms by the College and the Department of Higher Educationto acquaint themwith the recent available online tools for preparing e content by organizing various workshops from time to time.The presence of Information and Communication Technology (ICT) has undoubtedly allowed new ways of learning for students and teachers and helped the teachersinteract with students in more efficient ways.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

136

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

136

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

44

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

678

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.

Internal Assessment is the regular mechanism of evaluation as per guidelines of the Kurukshetra University, Kurukshetra. It firmly strengthens the effectiveness of both teaching and learning processes. The evaluation of students' performance, in fact,leads to the evaluation of teaching process.As per the guidelines of the affiliating University a transparent system of Internal Assessment is followed for academic evaluation which is based on class tests, assignments and attendance of the students. The students are given topics from their respective subjects on which they are required to prepare two hand written assignments that are evaluated by the concerned subject teacher . The students are conveyed about their performance in the classroom by the teachers. They are also regularly informed about their attendance record so that they may complete the requisite number of lectures. The Internal Assessment is displayed on the classroom notice boards and also announced by the teachers in the classes.The institute ensures complete transparency in the system of internal assessment that strengthens the bond between faculty and students.

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

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

Institute carefully adheres to the affiliating University's guidelines regarding the mechanism of Internal Assessment. Internal Assessment is followed for academic evaluation which is based on class tests, assignments and attendance of the students. The students are conveyed about their performance in the classroom by the teachers. If a student due to some reason fails to give required class tests and wants to give test later, he or she is allowed to do so with the permission of the Principal. Students are given chance to submit the assignments even after due date in case of emergency if validated with proof. The attendance record is maintained by the teachers in the attendance registers. The students are also regularly informed about their attendance so that they may complete the requisite number of lectures. The Internal Assessment is displayed on notice boards and also announced by the teachers in the classes. If any student has any problem regarding it, his/her grievance is addressed by the teachers. The institute has University Examination Committee that takes up the all the grievances of students regarding evaluation, internal assessment, result, or any other university matter. The Committee attempts to address the grievances of students as early as possible.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institute,affiliated with Kurukshetra University ,Kurukshetra, follows the curriculum of the university for all the courses. The Program outcomes and Course outcomes are uploaded on the college website and communicated to the teachers and students.The

programme learning goals are developed based on the broad contours of the vision and mission of the institute. The lesson plan is submitted by all the faculty members in the beginning of the semester and the same is shared with the students.The Principal in coordination with the Heads of the Departments monitor the execution of the assigned syllabus and its timely completion. The final outcome of the course is evaluated through the performance of the students that is analysed at the end of each semester examination. The students are also informed about the outcomes of the particular program in the beginning of the semester. They are also guided in the mentor mentee classes about the outcomes of the program and adviced to attend classes regularly so that they may complete the syllabi and get better placements in the job fairs. Teachers are also directed to follow the prescribed syllabi of the university and perform the classroom teaching keeping in mind the course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://gcambalacantthry.ac.in/co-2020-21/
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institutionstrongly believes that knowledge not only improves the quality of individual's life but also leads to the transformation of students into efficient citizens and effective human resource for nation building.The programme learning goals are developed based on the broad contours of the vision and mission of the institute. The institution followsthe syllabi laid down by the affiliating university for all its programs and courses.The Principal in coordination with the Heads of the Departments monitors the execution of the assigned syllabus and its timely completion. The final outcome of the course is evaluated through the performance of the students that is analysed at the end of each semester examination. The efficiency and effectiveness of the process of attainment of POs and COs is monitored, assessed, and improved by taking inputs from the discussion, suggestion and decision taken in the meetings of the Principal with Heads of the departments and IQAC Cell. The program outcomes and course outcomes are evaluated by direct and indirect assessment.Direct attainment is calculated from CO attainment

based on Assessments and Semester Examination and Indirect attainment is calculated based on the Placement Record and the Alumni Feedback.

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

958

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
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://gcambalacantthry.ac.in/feedback-2/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

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

3.1.2.1 - Number of teachers recognized as research guides

03

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

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

3.2 - Innovation Ecosystem

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

Government P.G. College Ambala Cantt has been focusing on imparting education to the students with the best possible means &

techniques. It focusses on every facet of developmental requirement and avenues through Innovations ---be it in delivery of content, exposure to students, personality development sessions or other activities and competitions. All such avenues equip the students with a better hold on their prospective career.Literary Work, Entrepreneurship workshops, Conferences & Seminars, Business Idea Contests & B-Plan presentations etc., keepthe Students engaged & Faculties occupied. The Institution has adhered to the norms of the University on the innovative practices front.Periodic competitions, events and seminars are organized by different Cells and Departments.Under the leadership of Directorate Higher Education, Haryana and guidance of IQAC, the Entrepreneurship Development Cell at the Institute was created. The Cell has the responsibility of organizing programmes pertaining to the awareness & promotion of Entrepreneurship among students. Under the Cell, the Institute has conducted workshop on entrepreneurship, webinars on related terms etc.Botany and Geography Departments undertake different activities to help the teachers and students to meet the objectives of Environmental Education, which are to:Create awareness and sensitivity among individuals and social groups toeards the total environment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

02

File Description	Documents
Report of the event	[View File](#)
Any additional information	No File Uploaded
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

20

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

07

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

College organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contribute to community and strengthen community participation. The NSS, YRC and Red Ribbon Club of the college take part in various initiatives addressing social issues like Swachh Bharat, blood donation camps, AIDS prevention, cleanliness , tree plantation,Environmental awareness etc. The NCC unit of the college aims at developing qualities of leadership, patriotism, maintaining discipline, character building, spirit of adventure and the ideal of self service. The WDC of the college organizes workshops on legal awareness, health and hygiene, yoga and meditation, gender sensitization etc. Such activities have helped in improvement of health and lifestyle of the community. Various awareness programs, workshops, rallies and road shows are organized under which students and staff participate voluntarily in community based activities with neighborhood. Learning outcomes of the activity:

1. Enlarge the knowledge of societal issues and problems and to search solution by getting involved with their lives.
2. Build up relation and tie up with organizations/NGO to carry forward humanitarian work in future.
3. The skills developed include social skills communication skills, management skills, leadership skills, analytic skills, perceptual skills etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

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

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

21

File Description	Documents
Reports of the event organized	View File
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

13843

File Description	Documents
Report of the event	View File
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

36

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

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is located in Ambala Cantt having very close proximity to bus-stand and railway station, which makes the transportation for the students easily accessible and affordable. There are 45

classrooms, 8 labs including8 smart classrooms and 200computers issued to various departments to make the teaching and learning digitally oriented. College has access to e-content of different subjects which is stored in an 8 TB hard disk as provided by the Directorate of Higher Education, Haryana since 2018.There are 8 labs, 4 with projectors, and 2 with LAN facility and 1 with LCD. The college has one ICT enabled Seminar Hall. There is one student home, a girls' common room, and an auditorium.

There are sports facilities for Handball, Basketball, volleyball. A Multipurpose hall is there for indoor games like Badminton and Chess. Basic amenities on college campus premises include parking, canteen, drinking water coolers, first-aid, CCTV cameras for security, fire safety and separate washrooms for males and females.

The college library uses SOUL 2.0 software and is well equipped with a stack room and reading hall. Its collection of books and resources aresupplemented with the subscription of N-LIST and British Council.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://gcambalacantthry.ac.in/infrastructure/

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

For the holistic development of students, it is required for an educational institute to conduct extracurricular activities along with academics. The institution has adequate physical facilities which are upgraded from time to time for conducting various curricular, co-curricular and extracurricular activities.

College has a Student Home, an ICT enabled Seminar Hall and a well equipped Auditorium to conduct various activities like Talent-Hunt, Basant Utsav, Students' Orientation program, NSS Camps, Youth Red-Cross activities, Red-ribbon club activities, Seminars and celebration of National festivals i.e. Independence Day and Republic Day. The college celebrateInternational Yoga Day every year.

College sports ground is being used for Volleyball, Kho-Kho, Kabaddi, Cricket, Handball, Basketball and all the athletic events. Annual Athletic Meet is organized every year. College has a Multipurpose Hall for indoor games i.e. Badminton, Chess and Carom.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gcambalacantthry.ac.in/gallery/

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

8 smart class rooms and 1 seminar hall

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gcambalacantthry.ac.in/gallery/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

11.77

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

4.2 - Library as a Learning Resource

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

Government PG College Library is one of the oldest Govt degree college libraries in Ambala. It spreads in an area of 1500sq ft. The collection includes more than 27500 books, reference books and has subscription to 4 journals, 7 newspapers and 5 magazines.The collection of books include a wide range of subjects from English literature, pure sciences, commerce, history and social sciences, languages etc. The library is automated, and has a spacious reading hall and reference section with four air conditioners. The reading area can accommodate 60 users at any point of time. The library is automated with integrated library management software SOUL 2.0 (Software for University Libraries) of INFLIBNET. The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcode ID. Apart from the printed books the library is having access to e- resources such as N-LISTdatabases and British Council, where the users can access, browse and download e books, e journalsetc. For Enhancing security closed circuit cameras have been installed.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	[https://gcambalacantthry.ac.in/library/](#)

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	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[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)

4.47

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

9

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

IT facilities are regularly updated. College has one fiber optics based leased LAN connection with 50 MBPS coverring the whole college campus.Beside this, college has internet dongles. There are 8 smart classrooms in the college with internet connectivity and8 labs---4 with projector,2 with wifi-LAN facility and 1 with LCD. The college has one ICT enabled Seminar Hall. College has access to e-content of different subjects which is stored in an 8 TB hard disk as provided by the Directorate of Higher Education, Haryana since 2018; and this content has been made available to the concerned departments.

Teachers have access to the e-resources such as NLIST and British Council. The library of the college is fully automated since 2005.It utilizes the SOUL 2.0 software. The process of admission, salaries, and scholarships is computerized.

The college has two working websites---one with the domain name www.gcambalacantthry.ac.in is managed by the Department of Computer Science of the college and the secondwith the domain name www.gcambalacantthry.edu.in is hosted by the Deprtment of Higher Education, Haryana. These websites provide all the necessary information related to students and staff; and are regularly updated and maintained.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gcambalacantthry.ac.in/gallery/

4.3.2 - Number of Computers

200

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	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

239.62

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

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

The institutional policies pay equal attention to maintenance and augmentation of infrastructure after timely review by the Principal, College Council and all the HODs. It helps in budget allocation and execution of the plan as per the grants and funds received from the state govt. and Department of Higher Education. Every year an orientation program is organized for the newly enrolled students to introduce them with the available facilities and resources. Class-rooms, smart-class rooms and laboratories are allocated to various programs as per the College time-table. The College has well equipped staff-room, girls common room, students home, ICT enabled seminar hall, sports facilities like badminton court, volleyball court, and kabaddi ground each and a multipurpose hall for indoor games. Public Works Department, Haryana looks after all the construction works, maintenance however minor repairs are done through Building Committee. For new purchases there is Central Purchase Committee, Annual stock verification is carried out by another committee to maintain the property record and Dilapidation Committee marks the unserviceable, unusable items for repair or auction as per the Govt. norms. Laboratory instruments and equipments are recalibrated in-house; the labs are upgraded with the Lab Augmentation Fund received from the State Govt.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gcambalacantthry.ac.in/policy-document/

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

1631

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	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	https://gcambalacantthry.ac.in/skill-development-2/
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

00

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

00

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)	**No File Uploaded**

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

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

5.2.2.1 - Number of outgoing student progression to higher education

128

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

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

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

1

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

6

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

Students' participation is ensured in various committees and a board of the college to make it's functioning more participative and democratic. Student volunteers' participation in crucial in

the organization and success of almost all the events, activities and functions of the college. Students learn managerial skills and get sufficient experience while working with various departments of the college along with earning through Earn While You Learn Scheme. Students from Mass Communication & Journalism, through their fortnightly Wall Newspaper "Dastak" and YouTube Channel with the same name are provided platform for their free expression on various issues creatively. IQAC, ICC and Sports Board have student representatives.

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

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

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

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

5.4 - Alumni Engagement

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

The college has an Alumni Association, but it has not been registered yet. During the session 2020-2021, no Alumni Meet was organised due to Pandemic and unfortunate passing away of two faculty members of the college, Hence, no Financial or other support services could be obtained from the Alumni.The college has

an Alumni Association, but it has not been registered yet. During the session 2020-2021, no Alumni Meet was organised due to Pandemic and unfortunate passing away of two faculty members of the college, Hence, no Financial or other support services could be obtained from the Alumni.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The College envisions to be a leading institution of Higher education providing quality education in all spheres of academics to contribute constructively in the task of nation- building. We also look forward to bring forth educated and empowered youth with quest for excellence, sense of self evaluative accountability, social responsibility, integrity combined with spirituality and ethical development. We are dedicated towards holistic development of students and recognizing their individual ability to nourish their talent and help them become competent professionals and dynamic leaders with 21st century skills, fortified with good human values. We seek to instill in each student of Government PG College, Ambala Cantt the ability, creativity and passion to work efficiently and honestly amidst a changing, challenging and developing society.

File Description	Documents
Paste link for additional information	http://gcambalacantthry.ac.in/mission-and-vision/
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.

Government PG College, Ambala Cantt has a decentralized administration. It provides complete transparency in the decision making process. The State government has given powers to the Principal to take decision in Academic and Co-curricular activities. The Principal along with the College Council meet the Staff members at regular intervals and monitor the activities of the institute.

All the departments of different courses are headed by the senior most faculty of the respective department in each stream. The teacher in-charge/HOD coordinates with other faculty members of the department for the smooth conduct of all the curricular and extra-curricular activities of the department. The workload of the department is distributed among all the members as per the DGHE norms. It is the responsibility of the teacher in-charge to prepare with the help of other members the list of activities to be undertaken by the department during the session. Lesson Plans are also submitted to the HOD and he/she submits the same to the principal.

All the administrative committees have convenors/ in-charges at the apex and they are assisted by committee members in whatever work they have been assigned for. The ministerial staff, deputy superintendent as their head is assisted by assistants and clerks and work is distributed among the clerical staff for the smooth functioning of the college administration. The Principal conducts regular meetings with the HOD's and Conveners of various annual committees to discuss the activities of the departments and college related issues. Further, the HOD's and Conveners conduct meetings with faculties and Non-teaching staff in their respective departments and committees to discuss the activities. The students' feed- back and suggestions are also considered while taking academic and administrative decisions so as to encourage students' participation in College management. The active and timely involvement and support of alumni and students in various

programmes also add to the decentralization mechanism, delegation and participative management.

CASE STUDY: The College follows standards in budgeting and over all transparency is maintained from proposal to expenditure statement. At the beginning of an year the estimated requirements and budget from each department is collected as soon as possible after the various types of grants are received from the state government, this being a Government College. The estimated budget proposal is based on the requirements provided by the faculty teacher in-charges and supporting staff. The faculty teacher in-charge and staff members decide the requirements as per the syllabus in consultation with the Head of the Department. A common template is used by all the departments which includes the following: Laboratory Equipments: List of equipment, chemicals, stationery items, IT tools etc., to be purchased with comparative quotation as per Govt. procedure and the financial rules or through the government approved sources/GeM portal of the Central government. The same procedures are being followed for the purchases of Software, Laboratory consumables, Maintenance and spares, Internet/Wi-Fi, Furniture items, Training and travels, Workshops, Webinars, Seminars etc.

File Description	Documents
Paste link for additional information	http://gcambalacantthry.ac.in/committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan has been discussed, reviewed and approved by the Internal Quality Assurance Cell (IQAC) of the college. As a part of our sincere effort, we effectively deployed the perspective plan by offering a wide range of add-on, vocational courses for job-oriented skill development while addressing the crosscutting issues such as Gender, Environment and Sustainability, Human Values and Professional Ethics. Various latest technologies including LCDs, projectors, smart boards were used for delivering lectures, academic seminars/conferences/workshops/ training programs in collaborative mode. The faculty was encouraged to attend and present papers in various seminars, workshops, conferences to enhance their research aptitude. The dilapidation fund was utilized for the replacement

of old and dilapidated classroom, and office furniture with modern furniture. Regular staff meetings were conducted for discussion on various issues and inviting suggestions from faculty. Various awareness programs were organized by NCC, NSS, Youth Red Cross Committee, Women Development Cell of college under guidance of IQAC primarily focusing upon health, hygiene, environment, cleanliness and other women centric social issues.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.gcambalacantthry.ac.in/IQACNAAC/Perspective%20/Perspective%20Plans.pdf
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.

Government PG College, Ambala Cantt falls under the ambit of Director General Higher Education, Haryana and DGHE is the state governing body for all the Government Colleges of the state. The academic rules are applicable as per the directions received from the State government and Kurukshetra University, Kurukshetra being the affiliating University. The Principal is the Head of the Institution and the Teaching Staff includes Associate Professors and Assistant Professors including Extension Lecturers and Guest Lecturers. All the financial work is supervised by the Bursar. SPIO deals with issues related to public information as per the provisions of RTI Act, 2005. The Registrar House Examinations supervises all the examination related work of the college. The Ministerial Staff includes Deputy Superintendent, Assistant and Clerk/Steno. There are Senior Lab Attendants, Junior Lab Attendants and Lab Attendants for the laboratory works. Library Staff includes Senior Librarian, Junior Librarian, Restorer and Library Attendant. Mali, Peons , Chowkidars, Security guard work as Supporting Staff (Class IV Staff). Regular Teaching Staff gets appointment from Principal Secretary to Govt. Haryana, Higher Education Department on the recommendations received from Haryana Public Service Commission, Haryana. Similarly, regular ministerial staff recruitments are also made by the state government on the recommendations received from the Staff Selection Commission, Haryana. The Guest Faculty/ Extension Lecturers are appointed in the College as per the guidelines issued by the Higher Education

Department. Contractual appointments are also made as per government rules under Outsourcing Policy Part-1 and Part-2. The services and assignment of works of the employees are governed by the policies and Service Rules of the government for the Principal, teaching staff, non- teaching staff and library staff, extension lecturers, etc., and the same are annexed. Assistant Professors are awarded Senior Scale and Selection Grade as per UGC guidelines and the adoption and notification by the State government time to time and the terms and conditions defined by the state government as well. They are promoted as Associate Professors and are awarded Pay Band-4 as per the provisions in Career Advancement Scheme (CAS). Each Assistant Professor has to obtain the minimum score for API in CAS Promotions of Teachers and other members of Academic Staff. The Non-Teaching Staff gets the first ACP after 8 years of service, second ACP after 16 years of service and third ACP after completing 24 years of service. All the three grades are awarded to the non-teaching staff and they get promotion in time. According to the Haryana Civil Services Rules, 2016 (as amended from time to time), the annual increments are given twice in a year to every employee(in the months of January and July respectively). All the employees are given Casual Leaves and Earned Leaves. Women employees can avail 20 Casual Leaves during a calendar year. Besides the casual leaves a woman employee can avail maternity leave of 6 months, miscarriage leave for 45 days, Child Care Leave (CCL) , quarantine leave, child adoption leave as well. A male employee can avail 10 Casual Leaves during a year. However, after the completion of 10 years of service, teaching male staff can avail 15 Casual Leaves and after the completion of 20 years of service, can avail 20 Casual Leaves and Paternity leave of 15 days is also available for male employees. Teaching- Staff gets 10 Earned Leaves during a year. Non-teaching staff gets 15 Earned Leaves per year till 10 years of service, 20 Earned Leaves per year from 10-20 years of service and 30 Earned Leaves per year after 20 years of service. Extra ordinary leaves are also permissible after the approval of competent authority. The teaching staff can also avail study leave. The staff has to get the leaves sanctioned from the Principal through HOD's and the competent authority as applicable. In a calendar year the staff members can avail 3 restricted holidays. The staff has the faculty of leave encashment as per state government rules. During the examinations, the staff has to get the leaves sanctioned from the Principal through the Superintendent of the examination centre. The staff members can claim earned leaves from the approval of competent authority for working during the vacation period as provided in the service rules .

File Description	Documents
Paste link for additional information	http://gcambalacantthry.ac.in/code-of-conduct/
Link to Organogram of the institution webpage	https://gcambalacantthry.ac.in/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare Schemes: -

A. Teaching staff: -

Since, the college is under the aegis of Govt. of Haryana thus all the welfare schemes applicable to government employees are available for the members of teaching staff. Someschemes are as follows : - 1. Assistance for higher education. 2. Loan and advances for purchase of plot/flat/ built up house/ construction of house 3. Loan and advances for marriage of own/children 4. Loan and advances for purchase of vehicle,computer etc.5. Fixed/floating Medical allowance 6. Medical reimbursement 7. Cash less medical facility 8. Leave Travel Concession 9. Gratuity10.

Encashment of Earned leaves 11. Loans/ Advances for education of children of government employees etc.

Non-teaching

B. Ministerial/Supporting Staff:-

1. Assistance for higher education. 2. Loan and advances for purchase of plot/flat/ built up house/ construction of house 3. Loan and advances for marriage of own/children 4. Loan and advances for purchase of vehicle 5. Loan and advances for Computer, etc. 6. Fixed/floating Medical allowance 7. Medical reimbursement 8. Cash less medical facility for chronic diseases 9. Leave Travel Concession 10. Loan for wheat purchase 11. Festival Advance 12. Cycle allowance to class-IV employees 13. Washing allowance to class-IV employees 14. Pension/NPS scheme etc.

File Description	Documents
Paste link for additional information	https://gcambalacantthry.ac.in/welfare-schemes/
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

000

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

05

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	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

21

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Govt. PG College strictly follows the UGC regulation for the evaluation and performance appraisal of the Teaching and Non-teaching staff. The purpose of evaluation is to ensure the growth and progress of employees. For the teaching faculty the performance is assessed through the Annual Self-Assessment which is based on the PBAS proforma under UGC Career Advancement Scheme (CAS) by considering API Score. The points are assigned for various activities performed by faculty every year. The Institute accords appropriate weightage for the contributions of the faculty in their overall assessment. The API scores supported with all documentary proofs are duly checked and verified by IQAC and the Chairperson. After that the faculty member get a way to move ahead for their promotion and career advancement. Along with that IQAC also give valuable suggestions to the applicant for their further betterment and progress. Once the promotion of faculty is due, the complied report of API scores is forwarded by the chairperson to the Director Higher Education, Panchkula, Haryana. On the basis of satisfactory performance, the faculty is entitled for the financial benefits and the promotion.

The performance of non-Teaching staff is also evaluated on the basis of annual confidential reports and annual performance appraisal system.

File Description	Documents
Paste link for additional information	https://gcambalacantthry.ac.in/api/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The College has a systematic mechanism of Internal Audit for all itsfinancial activities.The Purchase Committees make purchases of the required items following all theadministrative and financial sancions andprocedures,andthe bills are consideredby the College Bursar and Principal, before final payments. All the financial transactions,payments released by the Principal, Day Books, Cash Books, records of all the Grants received from various agencies are properly maintained.

To ensure furthertransparency of all financial dealings,the audit of all the funds and grants are conducted periodically by Local Audit, Govt. of Haryana and Accountant General, Govt of India.The college also ensures that the audit for the Post-Matric Scholarship, Consolidated Stipend Schemes and other schemes for the students,is conducted regularly by the Audit Cell, in the office of DHE Haryana, Local Audit, AG audit teams.The clerical staff of the college prepares the Day book andCash books. These are signed by the Office Supdt/ Clerk, Bursar, Principal and made available to all extern audit teams during various audits.All the funds and grants have been audited by audit teams of Local Audit , Haryana and AG Audit w.e.f. 2010 to 2021

File Description	Documents
Paste link for additional information	https://gcambalacantthry.ac.in/audit-rules/
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

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

Under the instructions of the State Government, the Principal is authorized to utilized various funds upto the extent of Rs. 1 lakh/month as per the requirementson students-oriented activities.In this Institution all the Departments and Committees utilized various infrastructural resources as per the policy document made by Department of Director Higher Education Haryana.

The Funds are mobilized and optimally utilized on Upgradation of E-Learning Tools,Infrastructure Development i.e. projector installation, Desktop in Computer lab etc, Purchasing of Lab Equipment, Chemical for laboratory and on various stationery items. Glimpse of funds Utilization in our Institution are as Under: 1. The fully functional Purchase Committee taking care that all the purchases aredone according to the rules of Govt of Haryana. 2.The College Development Committee minutely reviews the requirements raised by various departments / cells for ensuring the optimum utilization of Funds. 3. For fulfilling students'requirementof booksand newspapers, funds are optimally utilized by Library Committee. 4. Funds are utilized by Botany Dept. on maintenance of the Botanical Garden. 5.Funds are utilized by Women Development Cell on various activitiestoeducategirlstudents regardingvarious women centric issues. Documentary Proof: Various Department Policy Documents.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](View_File)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Best Practices of IQAC:

1. Rain water harvesting system was introduced in the college.
2. Camp on Passive sampling on 3rd December, 2020 was organized by Youth Red Cross of the college in collaboration with District Health department, Ambala Cantt in which approximately 400 students participated.
3. National Youth Day Awareness Campaign through social media was organized on 10.1.2021 by YRC in collaboration with District AIDS Control Society in which 3500 viewers were covered.
4. Five days special COVID Vaccination Camp for staff, students and general public was organized from 2.7.2021 to 7.7.2021 by YRC and Civil Hospital Ambala and 650 persons were given the vaccination.
5. 23 NCC Cadets were reputed for old age home, orphanage and library work on 29.12.2020.
6. Fortnight Campaign on International Day against Drug Abuse

(26.06.2020-10.07.2020) was organized by Red Ribbon club in collaboration with Haryana State AIDS Control Society in which 3053 viewers joined the campaign.

7. Plantation drive was organized by Botany department on World Environment Day on 3.3.2021.
8. Two days online workshop was organized by women cellon 8.2.2021 and 9.2.2021.
9. Tree Plantation drive was organized by Geography department on 20.8.2020.
10. Sicko Economic survey on bill Panjokhra was organized by Geography department on 20.8.2021.

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

Govt. PG College, Ambala cantt has well established and fully functional IQAC as per NAAC guidelines which holds regular meetings (11meetings in 2020-21) of IQAC to review the teaching learning process, the methodologies of operation and learning outcomes. The outcomes of the IQAC are taken on record and in consultation with College Council and IQAC members. The college administration chalks out the action plan and the pre-requisites are discussed and later reviews the progress made in the areas of action. The Principal of the college checks the teaching of staff members time to time and gives his suggestions in the periodical IOAC meetings for the practical implementation of learning in the class room teaching. The decisions are taken unanimously for the benefits of the students. In outcome based action plan,the representation of parents, alumni, students, senior teachers, administrative staff, Principal of the college is ensured. The stake holders are apprised of the development work, augmentation work and improvements carried out in the institutional activities and the performance of the teachers and students.

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	http://gcambalacantthry.ac.in/feedback-2/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has Women Development Cell and Internal Complaint Committee as per norms laid by University/UGC.

There are separate NCC and NSS wings for the Girls.

Institution has a spacious Common Room with adequate seating facility. Vending machine is also installed in Girls Common Room to meet to their personal needs. Washrooms are provided with incinerators for the safe and hygienic disposal of sanitary napkins.

The institution ensures safety and security of the female staff and Girl students through CCTV Surveillance throughout the campus and security arrangement.

There is adequate representation of female staff in Annual Administrative Committees of the College.

The institution promotes gender equity through co-curricular activities such as workshops, seminars, related to the safety and security of women employees and students. During the session 2020-21 WDC organized on line 7 days workshop on the topic Ab Beti Hogi Nirog by the Doctors organized from 4th to 12th of January 2021, 6 days yoga and meditation workshop was organized on line from 22nd to 29th of January 2021, and two day online workshop by the Advocate Palak Gupta on 8th and 9th of February 2021, on the topic "Protection against Domestic Violence" and "Sexual Harassment at Work Place".

File Description	Documents
Annual gender sensitization action plan	https://gcambalacantthry.ac.in/women-development-cell/
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 solid waste is segregated into bio-degradable and non-biodegradable, and collected separately. The bio-degradable (plant litter) is collected in pits and used as manure, whereas, non-biodegradable is collected by the Municipal Committee vehicles.

All the Liquid Waste is flushed in the MC Sewerage present in the College.

E-waste or electronic waste is created when an electronic product is discarded after the end of its useful life. Being a Govt. Institute, College has to follow Haryana Govt. policies for management of e-waste. According to the policy, a central store would be set up by HARTON at ERDC, Ambala Cantt for the disposal of condemned/ old stores and HARTRON would dispose of the items on a quarterly basis at the rates to be invited through Press Tenders or from empanelled vendors. The depreciated value of the items would generally be retained as recorded in writing price, unless fixed lower by the Technical Committee. Likewise, a common store will be created in each district for disposal of old items on quarterly basis through the District IT Society functioning in each district under the Chairmanship of concerned Deputy Commissioner.

In cases where bids are not received for disposal of the items at reserve price, the old items, which may still be usable, can also be considered for donation to State/ Central Govt. recognized services organizations and a certificate shall be issued in this behalf.

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	View File
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	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	<u>View File</u>
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).

To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff.Commemorative days are celebrated in the campus to generate

the feeling of oneness and social harmony. The college celebrates cultural and regional festivals, like New-year's day, Fresher Party ,teacher's day, orientation and farewell program, Induction program, rally, oath, plantation, Youth day, Women's day, Yoga day, festivals like Diwali celebration, Holi celebration, New Year celebration, Lohri celebrations, etc.Motivational lectures of eminent persons from various field are arranged for all-round development of the students and to make them responsible citizensfollowing the national values of social and communal harmony and national integration. In this way the institute takes initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic, and other diversities. During the session, 2020-21, however, sufficient number ofactivities could not be organised due to Pandemic situation and Lockdown.

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 commemoratesvarious national and international days to sensitize the students and employees of the institution to the constitutional obligations. To instill the feeling of patriotism, unity and integrity among all, the college celebratesIndependence Day and Republic Day on 15th August, 2020 and 26th January, 2021, respectively. Besides this, the college takesinitiative to make the students aware about their rights and duties by celebrating Constitution Dayand National Unity Day. All the students and employees of the college areencouraged to collectively participate in preventive vigilance measures and fight against corruption during Vigilance Awareness Week. In order to make the students and teachers aware about the contribution of Maulana Abul Kalam Azad (the first education minister of independent India) to the cause of education, the National Education day iscelebrated. Due to Panedic and Lockdown, these activities were organised online during the session 2020-21.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	*in addition to the the above mentioned activities, the display boards in the college campus keep the students reminding of their duties and obligations as responsible citizens.*
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

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

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

With an aim to make the students better citizens of the nation, the college is exuberantly celebrating and organizing different activities by commemorating days of national and international importance. The Red Ribbon club of the college organized International Youth Day from 1st August, 2020 to 31st August, 2020 through virtual platform. In order to instill the quality of selflessness, the NSS Day was observed in the college campus on

24th September, 2020. The birth anniversary of Mahatma Gandhi was also celebrated on 2nd October, 2020 to sensitize the students about his philosophies and ideals. A pledge was taken on an online platform to mark "No Tobacco Day" on 31st May, 2021. The World Environment Day was also celebrated on 5th June, 2021 to raise awareness on pressing environmental issues. The International Yoga Day was observed in the college premises from 18th June, 2021 to 21st June, 2021 to uplift physical, mental and spiritual prowess. The Red Ribbon Club in collaboration with Youth Red Cross of the college celebrated National Youth Day to mark the birth anniversary of Swami Vivekananda in the college premises from 7th January, 2021 to 12th January, 2021. These activities were organised online during the session 2020-21.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**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.

Title of the Practice: Environment Consciousness and Sustainability:

Objectives of the Practice

• To inculcate environment consciousness among students by facilitating their participation in various green initiatives;

• To make the students aware of the adverse effects of climate change and global warming;

• To raise awareness among students and the general public about the advantages of using various green practices to reduce carbon emissions;

• To develop required skills and expertise among students to deal with conspicuous environmental challenges.

The Context

On the recommendation of IQAC, various clubs, societies and forums like: NSS, YRC Club, NCC, Eco Club have been installed in the college. Under the aegis of these clubs and societies, a committed team of 50 students remain active in and beyond the college premises for disseminating the message of sustainable environment. Apart from that, these committees and cells work meticulously to promote sanitation and cleanliness. The Course of Environment Education is prescribed by the University as a part of the curriculum with an aim to make students aware about the importance of clean and green environment.

The Practice

Eco Club and other Clubs strive to spread awareness amongst masses by involving them in various green practices. With this commitment, these clubs organize diverse activities on environment related issues such as: Rallies, Door- to -Door campaign, Regular cleanliness drives of the campus, Tree Plantation Drive, Displaying Instructions and Slogan Writing in the campus and outside as well, besides labelling some of the plants and the trees in the college for their identification. The Department of Botany maintains a well-tended Botanical Garden in the campus.

Women Cell and Fine Arts Department take charge of slogan writing and poster making competitions for students with the sole objective of channelizing young minds to create environmental awareness through their imagination. Rallies enable them to face real life challenges under the scorching sun as well as to inculcate in them team spirit.

LED bulbs and energy efficient AC units have replaced all traditional lighting in the institution's portals. Energy consumption in the college has been drastically reduced as a result of educational programmes on the importance and necessity of energy conservation. In addition to this, a working rain -water harvesting system has also been installed for the proper management and utilization of rain water.

The college has the well documented ENVIRONMENTAL & GREEN POLICY vide letter no GCA/21/165 dated 12.01.2021 and PLANTATION POLICY vide letter no GCA/21/145 dated 11.01.2021.

Repeated persuasive methods like organizing awareness programmes and door- to- door campaigns also help to convince students and

staff members regarding the poor air quality and other forms of pollution.

Evidence of Success

Keeping in view the ever-increasing ecological imbalance, poor air quality index and resultant health hazards, the institution is fully aware of its responsibility towards society. We have succeeded in sensitizing, training and involving our devoted students in this ecological drive for generating awakening and involving masses for a global cause and for this very purpose, students have been encouraged to participate in all the college level activities and district level competitions. Proper management of solid waste, use of LED bulbs and energy efficient AC units, rain water harvesting is also of the evidence of success of this practice in our college.

Problem Encountered and Resources Required

The challenge we encounter in instilling environmental awareness in all our students is the length of the course of Environment Science. It should be spread over 3 years durations. Somewhat less effective strategy formulation, the deadlines to meet various administrative responsibilities in addition to the effective delivery of curriculum within the stipulated time frame and the financial constraints also act as challenges in achieving the goal fully. There has been a significant discrepancy between the theoretical and realistic aspect of the practice. For financial assistance, we need to seek assistance from various governmental agencies.

Title of the Practice: Community Service (2020-21)

.Objectives of the practice

- To save people from Covid -19 through vaccination drive.
- To make our students understand the importance of helping our old generation and to sensitize them towards the problems of old age by deputing them at Old Age Home.
- Associating NSS volunteers to work with Pulse Polio Abiyaan to inculcate in them the habit of working with ground realities of life.
- Involving students in socio-economic surveys to make them familiar with real socio economic picture of the villages

near by the college.

The Context

Our college is a bastion not only for academic excellence but it also aims at the holistic development of students by engaging them in various community services so that they become mature and responsible citizens to contribute their share for the overall growth and development of society. The foremost thrust of education should be to channelize the sparkling energy of our youth in the right direction so that the desired outcome---intellectually enlightened, physically agile, mentally robust, morally sound, and spiritually sensitive and invincible human force can emerge with the ability to address and handle all the challenges of any given time and space.

The Practice

Keeping the focus on this aim, students of our college were inspired to participate in the special vaccination drive for students, staff and general public organized as per the instructions of Government of Haryana under the guidance of Health Department , Ambala during the year 2020-21. Our students went out of the way to motivate and convince public regarding the need and benefit of getting vaccinated and they facilitated the medical team for achieving this target. In the same aisle, our students participated in Pulse Polio Drive with Haryana Administration and 20 NSS volunteers were on field from 31.01.21 to 02.02.2021. Our NSS volunteers visit Old Age Home named 'Apna Ghar' near Hathi Khana Mandir. The purpose of associating our students with the older generation is to make them learn from their experiences the valuable lessons of life first hand and at the same time offering sense of gratitude, unconditional love and service to our older people. There is a great need to bridge the generational gaps and develop better and empathetic understanding between the old and new generation so that they do not ignore and neglect the responsibilities towards their own elderly family members, and learn to respect them genuinely. Our students also participated in the socio-economic survey of village Panjokhara, Ambala and learnt about the real-life situations and challenges of the people residing there.

Evidence of Success

Volunteers from different programs participated enthusiastically in the extension activities conducted under the guidance of

different teacher in-charges. The success can be measured by the satisfaction level of both the teacher and student participants who felt really motivated and satisfied after all the service they could offer during these challenging times through their community service. They definitely emerged stronger and all the more determined beings to continue their efforts in future as well.

Problem Encountered and Resources Required

The biggest obstacle in any new venture is fear of failure and we too faced it in all the initiatives taken by the college especially, in the vaccination drive. People were scared and sceptical about covid 19 vaccine despite all the advertisement and knowledge about the safety of vaccination. Teachers had to motivate the students though calls and personal meetings to persuade them for life saving vaccination. Primarily, Psychology of a person is the real hitch in everything and we have to touch the subconscious level of a human to motivate them to see the real and happy colours of life. We did exactly the same.

File Description	Documents
Best practices in the Institutional website	http://gcambalacantthry.ac.in/best-practices-2019-20/
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

Govt PG College emphasizes on quality learning for the unreached sections of society with a vision of entrancing education to reach the unreached. Apart from this, special attention has been given on 'Gender Sesitization & Women Empowerment'. The institution has Women Cell and Internal Complaints Committee as per norms laid by University/UGC, separate NCC and NSS wings for the Girls. The institution ensures safety and security of the female staff and Girl students through CCTV Surveillance throughout the campus and security arrangement.Institution has a spacious Common Room with adequate seating facility. There is adequate representation of female staff in Annual Administrative Committees of the College to address the needs of female students. The female students comprise almost 60% of the total strength of the college. The institution

promotes gender equity through co-curricular activities such as workshops, seminars related to the safety and security of women employees and students. Different activities have been conducted throughout the year like "Ab Beti Hogi Nirog", "yoga and meditation workshop", "Protection against Domestic Violence" and "Sexual Harassment at Work Place" and the same is reflected in the various activities conducted in this and other aspects for women. It has been a thrust area of our college for the last many years. As a result, the number of admissions of girl students has increased remarkably.

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

Plan of action for the academic year2021-2022

- To introduce with the permission of state government, new post-graduate and under-graduate programs in various departments, especially Honors programmes in those subjects in which post graduate programs already exist in the college.
- To introduce new vocational/ career-oriented/ value-added/ short term courses with the permission of state government.
- To introduce additional departmental facilities to fulfill and cater to various demands of the students
- To conduct academic programs through collaborative mode with Industry and other higher education institutions.

- Conducting Student Exchange Programs and Faculty Exchange Programs through signing and execution of MoUs, as and when feasible in terms of numbers and frequency with institutions of excellence and industries.
- Departmental Advisory Committees will be constituted for proper monitoring of the teaching-learning process through their proactive involvementin every department.
- To renovate and upgrade existing non-ICT classrooms.
- To renovate and upgrade departmental laboratories & faculty rooms.
- To provide in-campus WiFifacilities for all students.
- To set up procedures for setting up an institutional Records Room.

- To restructure the current office set-up and arrangements.
- To set up a designated parking space for vehicles inside the campus.
- To make elaborate LAN arrangements for the computers in different academic departments, office, library and the IQAC.
- Construction of a state-of-art central library with the approval of State government.
- Purchase of more sports/ games equipment and to keep proper stock record and maintenance through a designated office.
- To provide career counseling opportunities and guidance for competitive examinations, through collaborative mode in association with external agencies.
- To functionalize the Entrepreneur Development Cell and implement programs for the greater interests of the students.
- To mobilize the vast alumni community for qualitative and quantitative upgradation of the college, by setting up Registered Alumni Association.
- To motivate and encourage faculty members for availing research projects under various schemes along with emphasis on Seminars/ Workshops/ Conferences/ Training programmes.
- Efforts are to be made to publish the in-house research journal in a regular mode.
- To conduct year-long extension programs in collaborative mode with various stakeholders.
- To motivate all the faculty members to attend more faculty development/ teacher training programs for up-grading their knowledge and familiarity with recent trends etc.
- To ensure timely submission of the annual performance appraisal system (Annual Confidential Report) as per the annual performance appraisal system to the government for all teaching and non-teaching staff.
- To conduct internal/ external quality audits at regular intervals, viz. Academic Audit, Administrative Audit, Green Audit, Gender Audit, Energy Audit etc.
- Gender sensitization - This can be achieved by conducting various sensitization campaigns, training centers, workshop, programs etc.
- Mentoring of students.
- To adopt some more good practices for the overall development of college.