Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GURU TEG BAHADUR KHALSA COLLEGE OF EDUCATION DASUYA DISTT HOSHIARPUR**
Name of the head of the Institution	**Dr. Varinder Kaur**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01883287967**
Mobile no.	**9888889119**
Registered Email	**gtbkcedasuya2005@gmail.com**
Alternate Email	**sciencevarinder@gmail.com**
Address	**Guru Teg Bahadur Khalsa College of Education Dasuya Distt Hoshiarpur Pin Code 144205**
City/Town	**Dasuya**
State/UT	**Punjab**

Pincode	**144205**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Gagandeep Kaur**
Phone no/Alternate Phone no.	**01883287967**
Mobile no.	**9501720343**
Registered Email	**gtbkcedasuya2005@gmail.com**
Alternate Email	**ecogagan@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gtbkce.com/data-NAAC/AQAR-2018-19.pdf#toolbar=0

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.gtbkce.com/aca-aca-calendar.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.31**	**2013**	**25-Oct-2013**	**24-Oct-2018**

6. Date of Establishment of IQAC	**03-Sep-2010**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Rally on Aids Awareness was organized.	**01-Dec-2019 1**	**98**
National Youth Day was organized.	**11-Jan-2020 1**	**100**
Seminar on Drug Addiction was conducted.	**16-Feb-2020 1**	**90**
Constitution Day observed by college.	**26-Nov-2019 1**	**95**
Quiz Competition on National voter Day.	**21-Jan-2020 1**	**96**
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**0**	**NIL**	**2020 0**	**0**
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

3. Maximum achievements in Youth Festival and Skill-in-Teaching cum Teaching Aid Preparation Competitions.

4. Community Surveys being conducted by adopting a Village for Social awareness.

5. Well organised teaching internship programmes.

1. An Effective and Excellent orientation Programmes for Teacher Interns .

2. Extension Lectures and workshops on the Informative topics.

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

Plan of Action	Achivements/Outcomes
• Extension Lecture on SkillinTeaching	Extension Lecture on SkillinTeaching was conducted on July 18, 2019.
• Hindi Diwas	Hindi Diwas was celebrated on September 14, 2019.
• Orientation Program for USOL students	Orientation Program for USOL students was organized in a planned way on September 13, 2019.
• Academic Inauguration.	Academic Inauguration was done on September 07, 2019.
• Releasing Ceremony of Campus Reporter	Releasing Ceremony of Campus Reporter was done on September 07, 2019.
• Teachers' Day Celebrations	Teachers' Day Celebrations was accomplished on September 05, 2019.
• Independence Day	Independence Day was celebrated on August 14, 2019.
• Releasing Ceremony of Prospectus and College Magazine 'DISHA'	Releasing Ceremony of Prospectus and College Magazine 'DISHA' was done on August 12, 2019.
• Community Survey	Community Survey was conducted on July 23, 2019.
• Workshop on Skill-in-Teaching	Workshop on Skill-in-Teaching was conducted smoothly on July 8-24, 2019.
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14. Whether AQAR was placed before statutory body ?	No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	No

17. Does the Institution have Management Information System ?	No

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Part B

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CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institution follows the curriculum prescribed by Panjab University, Chandigarh. The curriculum is productively executed by the action plans developed by the Academic Core Committee supervised by the Principal to ensure effective academic performance. Academic Core Committee prepare the institutions Academic Calendar as per the issued University Calendar which comprises the specifications of number of working days, internal house examinations, semester end examinations, evaluation plans, co-curricular activities and same is communicated to all the faculty members. The time-table in-charge gives professional orientation to faculty members and distributes their respective subjects. Allotment of the subjects depends on the subject in which they are interviewed, experience, results, their preparedness and feedback. Faculty members are motivated for successfully implementation of curriculum through innovative teaching methods, seminars, assignments, educational trips, sessional activities etc. aside from regular teaching methodologies. Planning is done in accordance with the psychological needs of the students interns.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	General	08/07/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled

Life in Yoga	14/09/2016	10
Personality Development	14/09/2016	8
Learn to Sing in Tune	21/08/2018	9
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	School Internship Programme	94
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The students' feedback improves the quality of content dissemination of B.Ed. curriculum. Every teacher takes their own subject feedback at once in semester. After that teacher(s) analyse given feedback. It helps the teacher of that particular pedagogy/subject to adopt some new teaching strategies and guidance to the student interns. After that all information given by student interns examined and analysed by the related pedagogy/subject teacher and submitted to Principal Office. All the data has been kept confidential and use only for institutional development. For academic development of the institution teacher feedback always provide positive guidance. Internship and placement cell continuously working all the time in the institution and takes the feedback on regular basis from the Principals/Headmasters and mentors of the teaching practice schools to improve the quality work of internship programme. They also provide the assessment to the student interns according to their participation in the school internship programme. Alumni are most important representatives of the institution. Alumni meet is conducted by the institution every year on their suggested activities. Alumni are called by the institution for delivery of lectures and provide motivation to the student interns. Feedback received from the alumni for the consistent development of teaching-learning and evaluation. Parents exchange opinions concerning institution policies and practices promoting the development of the institution along with academic performance of students and their participation in different co-curricular activities. Parents put forward their valuable suggestions in academics and C C A in their feedback proforma and institution analyse the feedback and use it for the institutional development.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	General	100	144	100
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	100	Nill	16	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
16	8	12	3	2	9
		View File of ICT Tools and resources			
		View File of E-resources and techniques used			

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

Mentoring system is an integral part of the institution. It plays an indispensable role in bridging the gap between the mentor and students. It creates good atmosphere in the college where students can speak to their teachers for career as well as personal guidance. The college organises orientation programs for the students to familiarise them with the institution curricular and co-curricular activities, facilities rule and regulations etc. Before the commencement of classes, the different requirements of the students are identified and addressed at the earliest by the way of a strategic approach. A mentoring system has been established in the college since long time wherein each faculty member is assigned one group of student mentees. Individual and group mentoring is undertaken to build rapport with the students and to help students solve various problems academic or personal. It also contributes to understanding student behaviour and culture. The mentor listens to the problem and provides support while guiding the student to make healthy choices. With the help of mentoring, mentees get required guidance to solve their personal problems and are able to concentrate on their studies. Some issues that faculty mentors regularly handle during mentoring sessions include: • Helping students dealing with issues related to attendance, academic performance, discipline, submissions, participation in extracurricular activities, placements, • Helping students develop positive coping strategies, effective study habits. • Helping students cope with interpersonal problems involving peers and/or family relationships. In all the four fields of specialisation, for other activities like picnics, field trips, educational tours, seminars, rural and urban extension work etc. students are accompanied by staff, bringing a close contact between students and teachers, promoting positive interaction, giving opportunities for advice/ guidance and mentoring. During the Internship Programme a mentor teacher is deputed 10 students and the teacher supervise them throughout the semester by helping them providing help in preparation of lesson plans, teaching aids and conducting curricular and co- curricular activities in their teaching internship school. There is a provision of house wise CCE lecture in time table in which tutors meet their tutees at least once a week on the college premises. All leave applications by the students are submitted through their respective tutors to the Principal. Apart from the curriculum a number of special mentoring sessions, special guest lectures by eminent academicians for the students are organised for overall development and growth of the students. Students are sensitise to undertake various extra-curricular activities such as such as participation in cultural and sports activities, Swachhta Activities, Tree plantation etc. Such activities also act as good ice breaking sessions under relaxed environment and giving them opportunity to grow and spread their horizon. Apart from this, various committees such as Guidance and Placement Cell, Women

Grievances and Redressal Cell, Morning assembly, Academic Monitoring Cell, Cultural committee, and Remedial Teaching develop positive attitude and participate in curricular and co-curricular activities.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
100	16	1:6

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
16	16	Nill	2	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	General	I	31/01/2020	12/06/2020
BEd	General	III	05/12/2019	06/06/2020
BEd	General	IV	01/10/2020	24/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The Institute is affiliated to Panjab University, Chandigarh and follows the Examination pattern of the university. Panjab University guidelines are strictly adhered to with respect to the evaluation process. The institution makes semester wise continuous internal evaluation. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester through the institute academic calendar which is prepared based on the university academic calendar. The institute has reformed the continuous internal evaluation system from faculty centric to student centric. The Institute Exam cell framed guidelines for conducting the CIE in line with the calendar of the Affiliate University and the Institutions. As per the guidelines, the following reforms have been carried out effectively conducting CIE: • Students are given Assignments from the syllabus of every subject. They prepare their file and submit it to their in-charge of the stipulated time. • Sessional work is also awarded to the students for each subject. The files are prepared by them and then assessed by the evaluators. • Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. • Preparing the question paper for the internal examination in the prescribed pattern based on Knowledge level using revised Bloom's Taxonomy. •

Scrutiny of the prepared question paper is carried out by Subject In-charge to ensure quality of the Question paper. • Monitoring the attendance of the students for the Examination. • Internal Assessment has to be carried out within the stipulated time. • After completion of the internal examination, the faculty evaluates the answer scripts and distributes them to the students for doubt clarifications or re-correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on the notice board. • Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived at after discussion with faculty and Principal. • Upload of assessment marks in university web portal and subsequently communicated to parents. For EPC papers, the student is assessed through viva questions, file maintenance and observations. • Assessment for engagement with the field (Pre- Internship) is based on the students' performance in various field related activities, practical, project work, community related work, diaries, student portfolio, field observations, visit to innovative pedagogy and learning centre, education resource centre etc. • Performance of the students in Internal Assessment is used for faculties to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future by counseling. Counseling Sessions are used to sort out the personal issues, academic and non-academic problems.

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

Yes, tentative academic calendar is prepared on the basis of University calendar of previous year. We always prepare our academic calendar in the month of March on the basis of Panjab University calendar. Small changes are done for House tests. Web Link of Tentative academic calendar is attached in the Part A. Other Curricular and Co-Curricular activities are also organised according to the calendar

2.6 – Student Performance and Learning Outcomes

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

http://gtbkce.com/data-NAAC/Programme-Outcomes-2019-20.pdf#toolbar=0

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1	BEd	General	98	98	100
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2.7 – Student Satisfaction Survey

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

http://gtbkce.com/data-NAAC/SSS-Report-2019-20.pdf#toolbar=0

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding	Total grant	Amount received

		agency	sanctioned	during the year
Nill	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Skill-in-Teaching	IQAC	24/07/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

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

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nill

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation

NIL	NIL	NIL	Nill	0	NIL	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	NIL

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	10	Nill	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Constitution Day	SVEEP	14	184
Seminar on drug Addiction Red Ribbon Club 14 159	Red Ribbon Club	14	159
National Youth Day Red Ribbon Club 12 160	Red Ribbon Club	12	160
Rally on Aids Awareness	Red Ribbon Club	14	81
Workshop on AIDS Awareness	Red Ribbon Club	14	165
Hindi Diwas	Hindi Department	14	89
Independence Day	IQAC	13	97
Teej Celebration IQAC 15 97	IQAC	15	97
Awareness Drive on Traffic Rules	District Administration	13	97
Extension Lecture on Skill in Teaching	IQAC	15	91

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited

PU Zonal Youth Festival	Awards	Panjab University, Chandigarh	28
PU Inter Zonal Youth Festival	Awards	Panjab University, Chandigarh	Nill
Zonal Model Making and Skill-In-Teaching	Awards	Panjab University, Chandigarh	10
InterZonal Model Making and Skill-In-Teaching	Awards	Panjab University, Chandigarh	12

View File

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Poster Making and Inter House Competition	SVEEP	SVEEP	15	85
Quiz Competition on National Voters Day	SVEEP	SVEEP	12	93
Workshop on AIDS Awareness	Red Ribbon Club	Workshop on AIDS Awareness	14	165
Rally on Aids Awareness	Red Ribbon Club	Rally on Aids Awareness	14	81
National Youth Day	Red Ribbon Club	National Youth Day	12	160
Seminar on drug Addiction	Red Ribbon Club	Seminar on drug Addiction	14	159
Constitution Day	SVEEP	SVEEP	14	184
Oath Ceremony	SVEEP	SVEEP	12	94

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant

Internship Programme	Teaching Practice	41 Govt. Senior Secondary School	01/08/2019	06/11/2019	98
Field Base Experience	School Internship	5 Senior Secondary School(Second Senester)	Nill	Nill	Nill
Field Base Experience	School Internship	4 Senior Secondary School(First Semester)	15/11/2019	28/11/2019	94

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
D.A.V. Pindidas Vidyalya Kainthan Dasuya	11/04/2019	Pre Post Internship Program	8
D.A.V. Sr. Sec School Dasuya	11/04/2019	Placement of Students	8
Dashmesh Sr. Sec. School Usman Sahid	11/04/2019	Faculty Exchange	11
Jagat Jyoti Public Sr. Sec School Usman Sahid	11/04/2019	Guidance Counseling	8

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
5500000	5530987

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Others	Newly Added
Others	Newly Added
Others	Newly Added
Others	Newly Added
Campus Area	Newly Added

Others	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Library Manager	Partially	NIL	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4247	969869	66	9369	4313	979238
Reference Books	412	174974	2	2380	414	177354
Journals	9	30990	Nill	Nill	9	30990
Others(s pecify)	958	115888	Nill	Nill	958	115888

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	43	1	1	1	1	1	1	300	0
Added	0	0	0	0	0	0	0	0	0
Total	43	1	1	1	1	1	1	300	0

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

300 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
CCTV Camera, Projector	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
700000	730552	700000	721994

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

Institution has a well-documented and checked mechanism for maximum usage of infrastructural facilities. Few of the main features of the policy includes:- 1. Weekly confirmation of the care and maintained of the infrastructural facilities including the computer lab, laptops, LCD projectors, electricity, generator, water coolers etc. 2. It follows the precautionary measures via regular checks of working of different equipment. 3. Emphasis on the stock entry on receipts of goods and maintance of records digitally. 4. Internal finance pre-audit is conducted under financial economical policies. 5. At the end of the financial year annual stock checking is done by the institution. 6. Regular meetings of academic core committee, administrative and technical committee are conducted to resolve the issues and problems of students, faculty and administration. 7. Tentative academic and activity calendar prepared with the discussion of faculty and students.

http://gtbkce.com/data-NAAC/Procedure-And-Policies.pdf#toolbar=0

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Support from Institution	3	15000
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme for SC/OBC/BC Students	15	273485
b)International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentoring(Tutorial Groups)	18/08/2016	100	Institution
Personal Counseling	06/10/2016	1	Institution
Life in Yoga	14/09/2016	11	Institution
Language lab	18/08/2016	64	Institution

Remedial Coaching	15/10/2016	52	Institution
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2020	Teacher Eligibility Test(CTET/PSTET) B.Ed.	49	25	15	5
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Dashmesh Public school, B.S.T public school, Deffodil Public School, GTB khalsa public school	27	3	Dashmesh Public school, DAV public school, sant baba Meehan singh public school, GTB khalsa public ser sec school, Sant arjun public school	9	2
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	11	B.Ed.	Education	G.T.B Khalsa Institute	M.Sc, M.A

| | | | | for Women, J.C. DAV Institute Dasuya , Govt Institute Hoshiarpur, SPN Institute Mukerian, Dashmesh Girls Institute, Govt Institute Tanda, Sant karam jot Majha Institute miani, Govt Institute Talwara | |

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nill

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Extension Lecture	Institution	91
Workshop in HIV	Institution	88
Teej Celebration	Institution	97
Teacher's Day	Institution	97
Independence Day	Institution	97
Hindi Diwas	Institution	89
Celebration Of Gandhi Jayanti	Institution	97
Green Diwali	Institution	95
Lohri Celebrations	Institution	94
Basant Panchmi	Institution	92

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

Nill	NIL	Nill	Nill	Nill	Nill	NIL

No file uploaded.

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

The Institution has a student council whose members are elected by the students for a period of one academic year. The student council representative students of the institution work with the administration and the I Q A C. It arranges meeting with the I Q A C as protocol to discuss different issues related to students and the I Q A C accordingly discuss the matters with the authority to deal with the issues as per necessity .The council observes different occasion in the institution such as Teachers day, Welcome party, Farewell party, other student related issues, meeting regarding different occasions of national and international significance. It also organises the Annual day function where and the council keeps records of matters related to students' welfare, safety, security, grievance etc. The student's council maintains healthy rapport between the student community and the institution administration which is visible in the outstanding performance of the students both in scholastic as well as non scholastic areas. Student Council acts as a bridge between the students authorities. Grievances are redressed efficiently and promptly by student council after analysing the feedback regarding various areas of curricular and general concern. Separate committees will function under the guidance of teaching staff. Overall, the students take the responsibility and initiatives for the successful completion of the programs organised by the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Our institution has an effective alumni association which is functioning not only in our country but also in U.K and Canada. Annual meetings are organised in the alumni association of our institution in which the old alumni designated on the higher posts of teachers, heads, administrators or living abroad give effective suggestions for the betterment of the institution gives suitable reinforcement vibes to the students to shape their behaviour and skills with the effective programmes operated in college as a result of which the I Q A C enhances the quality measures for the institutional growth.

5.4.2 – No. of enrolled Alumni:

211

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meet gathers the passed out students in which alumni community shares their experiences in the outside world, which they faced after stepping out of the institution. Moreover these meetings/ activities raise the profile of the institution. In our institution alumni meet is conducted every year in which the alumni visit to attend. It is a matter of pride for us that most of the alumni are well settled on higher designations. The alumni in-charge welcomes them, a cultural programme is being organised, expressions from alumni are taken and they also present some cultural items. Alumni meet is closed with a blessings note from principal and at last the valuable remarks about the institution are presented through feedback performers which letter on are

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization and participative management are embedded in the statutory structure of different statutory bodies of our institution. As per the standard practices of our institution, the higher authorities have delegated their powers among all the human resource working at their respective designations and these practices reflects positively in the overall management and governance of the institution. These practices are applied to the faculty members as well as students in a very well-versed manner:- First of all, the faculty members have been given the independent responsibility of various functional areas of the institution as many pedagogical clubs, cells and committees framed and enthusiastically working for the upliftment of the institution. All the faculty members are given equal duties in the working of these cells named as women grievances and redressal cell, guidance and placement cell, academic monitoring cell, internal quality assurance cell, admission committee, teaching practice committee, discipline maintenance committee etc. and clubs as social science club, language club, science and mathematics club, youth eco club, hindi parishad , Punjabi sahit sabha etc. The pedagogical clubs are also given the power to uprise their concerned pedagogy. Moreover many days are being observed by these clubs. Our higher authorities continuously interact with the employees of the institution through IQAC meetings positively cope up with the suggestions for the development and application of quality parameters for the various academic and administrative activities of college alumni and students. Secondly, these practices are also ensured on the part of our students. There is a student council functional in our institution and it is fully committed to the smooth functioning and development of the institution. The student council has a full freedom to develop leadership by organizing and carrying out various activities as wall magazine and heritage functions, martyrdom day, trip and tours etc. and services. This council plans the events that contribute to community welfare. All the four houses have democratically elected their representatives and Head Boy and Girl are also elected from students. The student council is highly dedicated and stabilizes all the issues with the help their mentors. There is a feedback system in which time to time students have given the full freedom to give their feedback on curriculum, faculty and institution. That feedback is analyzed further and suitable remedies are provided to the students thereafter. So, perfection and excellences are the keywords in every effort that we make. These practices of decentralization and participative management during year 2019-20 bear testimony to the rich tapestry that characterizes us to be globally competent.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	In the beginning of every academic year, our institution sets its qualitative objectives in relation to

	curricular, co-curricular and extracurricular activities. There is a properly constituted help desk which helps the students to students in getting necessary information regarding B.Ed. admission. Our college designs its prospectus, college magazine and campus reporter. The College library is equipped with the CCTV cameras, and has modern facilities including internet connectivity and reading room. Purchase of new books is done in the starting of each academic year also as when the need arises, by taking the list of books from each subject teacher. Library has 4313 Text books, 399 reference books, 9 journals, 5 magazine, 15 encyclopedia and 958 general books The institution has well-established and equipped infrastructure- multipurpose hall, fully equipped laboratories, college hostel, computer lab, languages lab, physical lab, science lab, s.st., lab, mathematics lab, music room, art and craft room, curriculum lab, seminar room and campus beautification also done. Our college makes efforts in the forms of proper disciplinary procedures and policies for maintaining and utilising the physical, academic and support facilities. The classrooms are equipped with all the essential facilities like ventilation, spacious seating arrangements, green Board and Provision of proper light and fans
Industry Interaction / Collaboration	Our institution conducts orientation programme and guest lecture for the student by university level resource person educationist to update with the modern innovative teaching techniques. Our institution also organises seminars, workshops and faculty development programmes with other societies working in the field of education. College has association with practicing schools for B.Ed. classes the excellent rapport with our practice teaching schools helps our student teachers to experience directly the functioning of a full-fledged school. This makes the internship programme effective and fruitful. Alumni who are serving on the teaching posts are also invited during alumni meet to share their views about effective teaching techniques.

Human Resource Management	Our institution exercises organizational powers and excellence through various administrative and standing committees. Different committees are nominated by IQAC members to ensure academic and administrative experience of faculty members. To enhance the quality of education, the management recruits well qualified staff through panel interview. The staff is encouraged to attend various faculty development programs The faculty is very much aware of the growing importance of the research based education. The college encourages the teachers for research work. The college is already having two PhDs and our institution provides NOC to the faculty of the college who pursues active research work. Student's teachers are provided with money and time from the college for extension activities. College encourages staff to take up research activities, guide students and encourages both staff and students to attend conferences, workshops, publish papers. Students are also encouraged to participate in seminars, extension lectures, fieldtrips, quiz competition, youth festivals and skill-in- teaching competitions etc to improve their skills and experience. Faculty and students are felicitated for academic achievement.
Library, ICT and Physical Infrastructure / Instrumentation	Library offers the resources and encourages the thinking process, creativity, inquisitiveness and makes the learning more fruitful. In our institution sets its qualitative objectives in relation to curricular, co-curricular and extracurricular activities. Our college designs its prospectus, college magazine and campus reporter highlighting the college profile, activities and talent of the student. The College library is equipped with the CCTV cameras, and has modern facilities including internet connectivity and reading room. Purchase of new books is done in the starting of each academic year also as when the need arises, by taking the list of books from each subject teacher. Library has 4313 Text books, 399 reference books, 9 journals, 5 magazine, 15 encyclopedia and 958 general books The institution has well-

	established and equipped infrastructure multipurpose hall, fully equipped laboratories, college hostel, computer lab, languages lab, physical lab, science lab, s.st., lab, mathematics lab, music room, art and craft room, curriculum lab, seminar room and campus beautification also done. Our college makes efforts in the forms of proper disciplinary procedures and policies for maintaining and utilizing the physical, academic and support facilities. The classrooms are equipped with all the essential facilities like ventilation, spacious seating arrangements, green board and provision of proper light and fans.
Research and Development	The primary purpose of educational research is to expand the existing body of knowledge by providing solutions to different problems in pedagogy while improving teaching and learning practices. Keeping this in mind, research activities are given due importance in our college. The faculty is very much aware of the growing importance of the research based education. The college encourages the teachers for research work. The college is already having two PhDs and our institution provides NOC to the faculty of the college who pursues active research work. Student's teachers are provided with money and time from the college for extension activities. College encourages staff to take up research activities, guide students and encourages both staff and students to attend conferences, workshops, publish papers. Duty Leaves are given by the institution to the respective faculty members to attend/participate in seminars/conferences. Institute follows innovative practices to support research and development activities.
Examination and Evaluation	There is an examination committee at college level which ensures smooth conduct of examination and the external examination at undergraduate level is conducted by Panjab University Chandigarh at the end of semester in the college campus, house test was conducted by the college in the mid of session. The schedules for internal and external exams as well as other activities according to the guidelines are categorically mentioned in the

	academic calendar and are conducted accordingly. Internal evaluation is done by conducting house exams, assignments, formative assessments, viva voce, projects, seminars and online submission of assignments. Final exams of B.Ed. are conducted by panjab university, chandigarh in the centre given by Panjab University for examination in the month of January2020.Moreover skill-in-teaching examination are also conducted in college following the instructions of panjab university Chandigarh. From evaluation point of view, house tests are evaluated at college level and external examination are evaluated at the university level.
Teaching and Learning	Teacher and learning of our institution ensures self learning, creating questionnaire from syllabus asking question, conduct subject details demonstrations and discussion on topic from syllabus .Our teaching and learning processes interact not only with each other but also with emotions classroom climate, behavior social skills teaching and family. In the teaching and learning area, our institution ensured its maximum dedicated efforts to incorporate new knowledge, behaviors and skills adding to rich learning experiences. In the classroom teaching, chalk and talk method is blended with the use of I C T to make the teaching learning process more learner centered. The classroom teaching is appended with seminars, extension lectures, group discussions, tutorials, demonstrations, quiz competitions, assignments sessional works, house tests, educational trips and field visits, In the various pedagogies, societies and clubs, important subject days as Science day, Hindi Divas, Punjabi Maa Boli Divas etc. are also celebrated to generate awareness regarding the significance of different disciplines. Teacher use ppts, transparencies, educational CDs. while imparting instructions. Our institution has very effecting teaching learning environment.
Curriculum Development	The first step of curriculum development process involves planning and determining who the learner is and what they need to get out of material.

There is a proper organisation of curriculum planning, implementation and evaluation. Curriculum is equally divided among the faculty as per their subject mastery. The curriculum is designed by Panjab University, Chandigarh for B.Ed. classes. Orientation programme is conducted to orient students about college and course curriculum. Curriculum enriched programmes and value added courses are conducted in each semester. Our institution takes into account the learning standards of learning Objectives which it expects to meet the units and lesson that teachers teach and the assignments and sessional work it has to allot to students extension lectures are also organised by the college for students so that they can update their knowledge and enable them to actively participate in the communication sessions. Feedback on curricular aspects all stakeholders are collected, analysed and submitted to the administration for necessary action. Remedial classes are conducted for weak students and to further improve gifted students.

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

E-governace area	Details
Finance and Accounts	The accounts of the institution are audited regularly. There is internal and external audit system of the account. The college has an inbuilt system of the internal audit of the accounts. Management and Principal look after each and every bill of the expenditure. The college accounts are regularly verified by the charted accountant of the institute. In case of any discrepancy found at any level, It is rectified immediately. All the records of the account are properly maintained and updated frequently by the college.
Student Admission and Support	Admission to B.Ed. course is done as per the Panjab University academic calendar and our college strictly adheres to the university rules and regulations and help desk is also formed by our college every year for the smooth functioning of the admission process. Pre-admission counseling is conducted for the students for their queries regarding admission to the

	course and selection of suitable pedagogies along with that the college prospectus helps the students to have a thorough vision of the B.Ed. curriculum.
Administration	Educational administration has various sub-functions. Some among them are planning, staffing, organizing, budgeting, coordinating, motivating, decision making and directing.. In our institution there is a proper planning of academic and co-curricular activities under the IQAC and concerned committee is involved in it for the effective implementation of the plans being framed under the guidance of IQAC cell. All the faculty members' co-ordinate with each other to work for the betterment of the institution. As per the requirement, proper decision and directions are given by the Principal. CCTV surveillance, feedback system is present in our institution for monitoring and security purpose. Notice board is used for display of messages/ circulars and notices to faculty and students. There is bio-metric attendance for the entire faculty and ICT is introduced in the administrative work. Whatsapp groups are created for staff and students to disseminate information of the college.
Examination	There is an examination committee at college level which ensures smooth conduct of examination and the external examination at undergraduate level is conducted by Panjab University Chandigarh at the end of semester in the college campus, house test was conducted by the college in the mid of session. The schedules for internal and external exams as well as other activities according to the guidelines are categorically mentioned in the academic calendar and are conducted accordingly. Internal evaluation is done by conducting house exams, assignments, formative assessments, viva voce, projects, seminars and online submission of assignments. Final exams of B.Ed. are conducted by Panjab University, Chandigarh in the centre given by Panjab University for examination in the month of January 2020.Moreover skill-in -teaching examination are also conducted in college following the instructions of

	Panjab University
Planning and Development	Educational planning is the application of rational, systematic analysis to the process of educational development with the aim of making education more effective and efficient in responding to the needs and goals of its students and society. Our institution sets its qualitative objectives in relation to curricular, co- curricular and extracurricular activities. Our institution design its prospectus/ handbook containing information about faculty courses, syllabi, infrastructural information, tentative calendar, college rules and regulations, cells, clubs and societies, student support resources and various college activities. Our institution makes effort in forms of proper disciplinary procedures and policies for maintaining and utilizing the physical academic and support facilities. The classrooms are equipped with all the essential facilities like ventilation, spacious seating arrangements, green boards and provision of proper lights and fans. Our institution has well equipped library, girls hostel, administrative block, college canteen and for practical knowledge, ICT resource centre, technology lab, guidance and psychology lab, language Lab, maths and science lab, seminar hall, physical education lab, social studies lab, curriculum lab, art and craft room, I.Q.A.C. medical room and multipurpose hall. Proper maintance of water cooler is also ensured time to time and campus beautification is also done. Our institution ensures its learning and development time to time under the guidance of our Management and Principal.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Nill	Nill	Nill	0

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	16	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The institution provides welfare schemes to the employees to keep their motivation level high. The welfare schemes available for the teaching faculty in institution are such as:- • Medical Leave for Regular Faculty • Medical Allowance for Regular Faculty. • Loan Facilities to Regular Faculty. • Provident Fund • Annual Increment • Maternity leave with pay • Honor to in charges of the activities for their best organization	The institution provides welfare schemes to the employees to keep their motivation level high. The welfare schemes available for the non-teaching faculty in institution are such as:- • Loan Facilities. • Contribution of Employment Provident Fund. • Token money during Festival. • Two time tea is provided to class 4 Employees. • Honor to in charges of the activities for their best organization	The institution ensures welfare schemes to the student interns to enhance their potential from all aspects. The welfare available for the students in institution are such as:- • Fees concession for needy and deserving students. • Placement and career counseling cell. • Department of sports and yoga • Post Metric Scholarship

6.4 – Financial Management and Resource Mobilization

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

The accounts of the institution are audited regularly. There is internal and external audit system of the account. The college has an inbuilt system of the internal audit of the accounts. Management and Principal look after each and

every bill of the expenditure. The college accounts are regularly verified by the charted accountant of the institute. In case of any discrepancy found at any level, It is rectified immediately. All the records of the account are properly maintained and updated frequently by the college.

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

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

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6.4.3 – Total corpus fund generated

3209218.20

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Panjab University, Chandigarh	Yes	Governing Body, IQAC, Academic Core Committee
Administrative	Yes	Sushil Chadda Associates, Chartered Accountant	Yes	Principal and Management

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

• Parent teacher associations promote parent involvement in institutional processes. • They build strong working relationships among parents, teachers and institution in support of students. • Student's performance in the academics, extracurricular activities are reported to the parents to further improve them it in the future. • Faculty interacts with the parents and discuss on the important aspects to promote the childs development. • Feedback is also taken from parents concerning institutional practices.

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

• EPF are deducted from the salaries of supporting staff. • Continuous help is given to the supporting staff for pursuing education. • On the festival day's gifts, sweets, dresses are given to the supporting staff. • Advance Money is also sanctioned if the person is in need. • Uniforms are also given to the class IV employees.

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

• Resolution of sanction of maternity leave with pay to female staff on family way passed. • Segregation/ Renovation of hall at First floor in to new seminar hall, labs and classroom. • Transferring Block B from Degree College to our institution. • Construction of Music Room, Computer Lab and language Lab adjacent to library. • Construction of the big auditorium on the top. • Increase in number of Faculty Development programmes as seminars, extension lectures and workshops. • Increase in library books. • Purchase of Zoom Platform for online classes. • Increase in infrastructural resources in the campus. • Green Audit conducted. • Fire safety certificate issued from Punjab

6.5.5 – Internal Quality Assurance System Details	
a) Submission of Data for AISHE portal	No
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Rally on Aids Awareness was organized	17/09/2019	01/12/2019	01/12/2019	98
2020	National Youth Day was organized.	10/01/2020	11/01/2020	11/01/2020	100
2020	Seminar on Drug Addiction was conducted.	10/01/2020	16/02/2020	16/02/2020	90
2019	Constitution Day observed by college.	17/09/2019	26/11/2019	26/11/2019	95
2020	Quiz Competition on National Voter Day.	10/01/2020	21/01/2020	21/01/2020	96
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Teej Festival	27/07/2019	27/07/2019	93	4
Lohri Celebration	13/01/2020	13/01/2020	90	4

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

Percentage of power requirement of the University met by the renewable energy sources
The Institute organises Environment Day every year. The Institute believes in preserving traditional medicine and has established medicinal plants and

promotes eco-friendly cultivation practices by distributing medicinal plants. Through Plantation Drives students are encouraged and motivated to plant sapling in the college as well as at the selected places outside the campus and in community. The college is also pondering over the installation of solar panels in the college as alternative energy resources.All the lighting equipment installed in the college campus and replaced by C F L and LED technology. All the Air Conditioners, Water Coolers, R O system etc are star rated and thus in energy conservation. All the installed Gensets are of latest technology, Govt. approved and sound proof. The college building has been constructed keeping in view the principle of maximum utilisation of the natural light and good ventilating system.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	23/07/2019	1	Community Survey	Social awareness and cleanliness	110
2019	1	1	24/09/2019	1	Workshop on Red Ribbon	Develop social service habits	179
2019	1	1	30/11/2019	1	Rally on AIDS Awareness	AIDS awareness	95
2019	1	1	26/11/2019	1	Constitution Day	Strengths of Constitution	198
2020	1	1	25/01/2020	1	Voters Day Oath Ceremony	Importance of Voting	105
2020	1	1	11/01/2020	1	National Youth Day	Power of Youth	172
2020	1	1	15/02/2020	1	Seminar on Drug Addiction	Drug De-addiction	99
2020	1	1	14/01/2020	1	Poster Making competition	Voter awareness	100

2020	1	1	14/01/2 020	1	Inter-House Dec lamation Competiti on	AIDS awareness	100
2020	1	1	21/01/2 020	1	Quiz Co mpetition on National Voter's Day	Knowledge of Youth	198

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct in Prospectus	03/08/2019	The students handbook detailed about the college Rules and Regulations like rules for admission, procedure for applying leave, library rules, general discipline, rules and regulation for prevention and prohibition of Ragging and attendance.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	200
Independance Day	14/08/2019	14/08/2019	97
Birth Anniversary of Mahatma Gandhi	01/10/2019	01/10/2019	97
Eco friendly Green Diwali	24/10/2019	24/10/2019	89
Basant Panchami	29/01/2020	29/01/2020	95
Republic day	25/01/2020	25/01/2020	94
Martyrdom day of Guru Teg Bahadur Ji	24/11/2019	24/11/2019	180
Birth anniversary of Guru Nanak Dev ji	11/11/2019	11/11/2019	91

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

? Plantation ? The campus is filled with greenery in and around. More than 1500 plants and trees are grown all over the campus. ? Well-trained team of gardener maintained the plantation within the campus. ? Whenever the dignitaries visit the college, they are requested to plant saplings in honor their visit.

? Hazardous Waste Management ? Even though there are no hazardous waste produce

within the campus, the campus has a good waste disposal system.
? Energy Conservation ? Building structures are designed with natural lighting and ventilation to minimize lighting needs. ? Star rated air conditioners are provided in our Colleges Campus to ensure the energy conservation. ? Electrical equipment are periodically checked and monitored to ensure energy saving. ? Inefficient, aged and de-rated motors were removed and new motors are commissioned. ? Fuel checking is regularly done for generators. ? The batteries of UPS are maintained in good condition which reduces current in charging the batteries. ? Most of computers available are with TFT monitors. ? Compact Fluorescent Lamps (CFL) and Light emitting diode (LED) bulbs instead of tungsten lamps are used wherever possible in the college as well as hostel. ? All buses are operated to their full capacity.
? Use of Renewable Energy ? The Institution is in the process of setting up of solar street lights inside the campus. ? The lawns and saplings in the garden and watered by the recycled waste from Sewage Treatment Plant (STP). ? Waste water from RO is used for plants and trees in the College.
? Water Harvesting ? The drainage system within the campus is designed in such a way that the rain water is diverted into sink pits within the campus with contributes to rising of ground water level.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice of the Institution Green Diwali 1. Title of the Practice: Green Diwali Due to pollution, environmental smoke is converted into smog. During the time of Covid- 19, a drastic change in nature took place. Every human activity ceased, including transportation, which had a significant impact on the atmosphere. The way of celebrating festivals also changed. In this situation, Green Diwali is a way of celebrating the festival of lights with minimum damage to the environment. The idea is simple we have to save the environment and mother Earth, which provides us all the natural resources. The bursting of firecrackers not only causes pollution but is also detrimental to the health of elderly people, children, and animals. Many people suffer from pollution-related ailments during the festive season due to poor air quality. Duration: (Year of Inception- Year of Discontinuation): Year of Inception: 2020 Year of Discontinuation: Still continue 2. Goals: ? To reduce environment pollution. ? To spread awareness regarding safe and Green Diwali. ? To enhance the greenery of the institution. ? To increase survival rate of animals and birds. ? To abate the diseases caused by the crackers. ? To maintain and balanced environment. 3. Context: The institution used to celebrate Diwali in its premises by conducting various activities.The threats caused by burning of crackers have an adverse effect on the environment. Due to fire crackers, after Diwali elevation in smoke cause many dreadly diseases which affect people of all ages. It has been also noticed that cracking fire also causes death of birds which are found on the roads. Being a B.Ed. college where would be teachers are students, it is our significant responsibility to spread awareness regarding the environmental protection. We discussed in our IQAC meeting about reducing the pollution in the environment and other ill effects of cracking crackers and various ways to celebrate Diwali. The suggestions of Green Diwali were forwarded by the staff to make the students, teachers and society cognizant about the prominence of Green Diwali. Moreover in the Covid-19, it was a little initiative taken by the institution to make the environment cleaner and greener. 4. The Practice: To accomplish above stated goals, various activities are organised to celebrate Green Diwali in an effective way. Members of the community, journalists of different news papers are invited in the event. Following are the practices taken out by the institution on Diwali: a) Salad preparation: On the occasion of Diwali we consume sweets which are

prepared in the market. Due to many reasons, people fall ill after consuming the market made products. To cease this practice and emphasize healthy food, students of four houses prepare andarrange salads according to their nutritional value as it serve the purpose of eco-friendly Diwali. b) Use of Diyas and Candles for decoration: Use of electricity lights for the decoration is shunned to reduce the power consumption. The message is conveyed that we should avoid using electric lights to illuminate our home by dispersing earthen lamps and candles. Diya and candle making competitions, rangoli making competition are conducted on this occasion. c) Tree Plantation:To make the environment green and clean tree plantation drive is taken out in the campus. Plants of different medicinal properties, decorative and shrubs are planted on the event. The guests of the event are honoured by presenting pots and plants to spread this ritual in the society too. At this time students of first semester celebrate Green Diwali in the college premises and students of third semester who are in their internship period take this ritual to their teaching practice schools. 100 student interns in more than 10 schools teach the students and other members of community to celebrate Green Diwali. 5. Evidence of success: The main objective of this celebration is to disseminate the significance of Green Diwali. As it is mentioned above that the students of the college take this practice in the schools also by celebrating Green Diwali there. Thus it works as a chain which starts from the college to teaching practice schools to the community and individual student's home. Principals and faculty of mother and sister institutions are also invited on this event to bring it into practice at their institution also. 6. Problems encountered and resources required: We have taken steps to conserve environment by following these practices. The change is not possible only with our efforts. The other government and Non- government agencies also have to give their contribution in the promotion of Green Diwali. Tax or fine can be imposed on the burning the crackers. 7. Notes(Optional): • Awareness rallies on the Green Diwali can be taken out by the institution. • Drama/ play can be presented in the society.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://gtbkce.com/data-NAAC/Best-Practice-2019-20.pdf#toolbar=0

7.3 – Institutional Distinctiveness

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

Innovative practice of the Institution Eco-friendly and Green Campus 1. Title of the Practice: Eco-friendly and Green Campus Green campus initiatives are becoming an integral part of the modern-day education system and the institutions can act as pioneers in promoting these principles within society. Our college has initiated the green campus program in order to support a sustainable and climate-friendly environment. The main objectives for these initiatives are environmental awareness and education, the use of sustainable energy and energy efficient measures, comprehensive recycling and composting and green landscaping in the campus. Duration: (Year of Inception and Discontinuation): Year of Inception: 2019 Year of Discontinuation: Still Continue 2. Goal: ? To save the human being from the effect of environmental pollution. ? To make the campus Eco-friendly by planting more trees. ? To adopt new policies for conservation and generation of energy. ? To ensure protection of bio-diversity and safeguarding of flora and fauna. ? To institutionalise sustainable solutions through instruction, teaching,research, innovation and extension activities with live concern for the Campus and its neighbouring community. ? To ensure proper waste management. ? To accept clean production concept. 3. Context: Today there is a great need for conservation. because we are facing numerous environment problems. The main cause behind these problems

is that human beings are consuming natural resources at a much quicker pace than they can be replenished. Pollution is becoming very serious day by day due to deforestation and urbanisation. A clean and healthy environment aids effective learning and provides a conducive learning environment. We decided to educate and make aware students onthe issues such as renewable energy sources, waste management and recycling. We decided to work in the areas of power, plant, water and cleanliness. The stakeholders work to develop an eco-friendly, sustainable campus and to disseminate the concept of eco-friendly culture. Our main focus behind this Green campus program is to ensure the sustainability of sufficient water, materials and other resources for our future generation. But the main challenge is the proper translation of education for sustainable development into practice so that it can be more effective. Any new development should consider and maintain the proper balance of economic, social and environmental conditions and the participation of all staff members and students is very important. More stress is being given on the proper infrastructural development so as to continue and maintain the green culture in campus. 4. The Practice: This best practice is small but significant step in involving the students to make the college clean, green and eco-friendly and in turn creating awareness in them about the need for conservation of the environment. Common practices include the planting the sapling, awareness rallies, campaign and lectures. These activities are largely carried out by Red Ribbon Club and Gardening Club of the college as it has planted several useful medicinal plants. The fourth semester students are encouraged to focus on environmental studies from a practical point of view. Lectures on environmental awareness, pollution and harmful effects of polythene

Provide the weblink of the institution
http://gtbkce.com/data-NAAC/Innovative-Practice-2019-20.pdf#toolbar=0

8.Future Plans of Actions for Next Academic Year

? Social Outreach Activities for awakening community. ? More value based programmes for students. ? Maximum Placements of students in different schools. ? Bagged more university merits positions. ? Hosting University Level Competitions. ? Technology equipped infrastructure. ? Organise national and international seminars for faculty development. ? Welfare Schemes for Adhoc employees. ? Welfare Schemes for class IV employees. ? More participation of faculty in National and International Seminars. ? Addition of new courses. ? Additional intake of B.Ed. seats. ? Purchasing more equipment related to teaching learning process. ? Fully automation of library office. ? Conduct Green Audit.