



## YEARLY STATUS REPORT - 2021-2022

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Sri Guru Gobind Singh College of Education Beghpur Kamlooh Mukerian
• Name of the Head of the institution	Dr. Harmeet Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	9464445808
• Mobile No:	8725002739
• Registered e-mail ID (Principal)	sggskamlooh@gmail.com
• Alternate Email ID	headoffice.sgndet@gmail.com
• Address	Vill- Beghpur Kamlooh, Po- Dagan, Distt- Hoshiarpur.
• City/Town	Mukerian
• State/UT	Punjab
• Pin Code	144211
<b>2.Institutional status</b>	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education

• Location	<b>Rural</b>												
• Financial Status	<b>Self-financing</b>												
• Name of the Affiliating University	<b>Panjab University Chandigarh</b>												
• Name of the IQAC Co-ordinator/Director	<b>Ms. Amandeep Kaur</b>												
• Phone No.	<b>9876920460</b>												
• Alternate phone No.(IQAC)	<b>8360069366</b>												
• Mobile (IQAC)	<b>8725002739</b>												
• IQAC e-mail address	<b>iqacbeghpurkamlooh@gmail.com</b>												
• Alternate e-mail address (IQAC)	<b>sggskamlooh@gmail.com</b>												
<b>3.Website address</b>	<a href="http://www.sggscetekamlooh.ac.in">http://www.sggscetekamlooh.ac.in</a>												
• Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.sggscetekamlooh.ac.in">http://www.sggscetekamlooh.ac.in</a>												
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>												
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.sggscetekamlooh.ac.in">www.sggscetekamlooh.ac.in</a>												
<b>5.Accreditation Details</b>													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td><b>Cycle 2</b></td> <td><b>A</b></td> <td><b>3.03</b></td> <td><b>2017</b></td> <td><b>30/10/2017</b></td> <td><b>30/10/2022</b></td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	<b>Cycle 2</b>	<b>A</b>	<b>3.03</b>	<b>2017</b>	<b>30/10/2017</b>	<b>30/10/2022</b>
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to								
<b>Cycle 2</b>	<b>A</b>	<b>3.03</b>	<b>2017</b>	<b>30/10/2017</b>	<b>30/10/2022</b>								
<b>6.Date of Establishment of IQAC</b>	<b>06/06/2005</b>												
<b>7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.</b>													

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Sri Guru Gobind Singh College of Education Beghpur Kamlooh Mukerian	National Seminar on NEP 2020	ICSSR	30/03/2022	50,000
Sri Guru Gobind Singh College of Education Beghpur Kamlooh Mukerian	Making Green Campus	Red Ribbon club	05/08/2022	3,000
Sri Guru Gobind Singh College of Education Beghpur Kamlooh Mukerian	Post corona health Awareness Programme	Red Cross Society	21/10/2021	3,000
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>		<b>3</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>(Please upload, minutes of meetings and action taken report)</li> </ul>		<a href="#">View File</a>		
<b>10. Whether IQAC received funding from any</b>		<b>Yes</b>		

<b>of the funding agency to support its activities during the year?</b>	
• If yes, mention the amount	52,000
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1. National Seminar on NEP 2020 2. Workshop on preparing Teaching Aid 3. Organizing Inter-College Sports meet 4. Adopting Village for development Programme 5. Making Green campus	
<b>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 (web link may be provided).</b>	
Plan of Action	Achievements/Outcomes
1. National Seminar on NEP 2020	ICSSR sponsored National Seminar was organized on 27th March 2022 on the theme NEP 2020: A Road Ahead
2. workshop on Preparing Teaching Aid	Teaching Aid workshop was organized in college Hall during pre-internship programme
3. Organizing Inter - College Sports Meet	Inter-College sports Meet was organized and our College won overall trophy
4. Adopting Village for development Programme	Beghpur Kamlooh Village was adopted and many development programmes like cleanliness drive, health awareness programmes, Career counselling etc. was organized
5. Making Green campus	For making green campus plantation drive, energy conservation system and solid waste management were done.
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes
• Name of the statutory body	

Name of the statutory body	Date of meeting(s)
Management with IQAC	12/10/2021

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-2022	30/01/2022

**15. Multidisciplinary / interdisciplinary**

Our College is Interdisciplinary Institute. It provides B.Ed programme and D.El.Ed programme. B.Ed programme is of 2 years having 4 semesters whereas D.El.Ed programme is also of 2 years having 2 annual examination. B.Ed programme is affiliated under Panjab University Chandigarh and recognised by NCTE. D.El.Ed programme runs under SCERT Chnadigarh.

**16. Academic bank of credits (ABC):**

NIL

**17. Skill development:**

Our college provides various skill development programmes such as: Soft Communication skill Preparation for Interview card making and badge Making making best from waste materials Growing plants from seeds. These programmes inculcate a skill among students and prepare them to face the challenges of life.

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

Our college provides Education in different languages like Punjabi, Hindi and English. We organised different cultural programmes like Lohri, Basant panchami, Holi, Baishaki, Teej Celebration, Karwachauth, Vijay Dashami, Diwali etc. It fosters an understanding of other cultures and helps us to understand that there is more than one approach to life. It develops new ways of thinking and approaching problems. It provides opportunity to connect with our roots. We provide classroom learning as well as online learning. Students get benefited by receiving online materials. It provides flexibility, wide selection of programme, easy accessibility, customized learning experiences to the students.

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

Our Outcome based education aims to create a clear expectation of results that student must achieve. It includes knowledge, skills and

attitude. It is based on clarity of focus culminating outcomes of significance, expanding opportunity and support for success and high expectation to all to succeed. We expect that our students utilise their knowledge, skills and attitude in real classroom during teaching. Students will take more responsibility for their own learning and supports the move to greater student engagement with the curriculum and to student centered approaches.

## 20.Distance education/online education:

Our college provides blended learning having classroom learning and online learning. Students get benefited through online learning materials also. It provides variety of learning styles, accessibility, flexibility and according to the pace of the students. Our college has its own social networking sites like whatsapp, facebook, youtube etc. Students get benefited by using our social networking sites.

## Extended Profile

### 1.Student

2.1	200
Number of students on roll during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	200
Number of seats sanctioned during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	92
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

File Description	Documents
Data Template	<a href="#">View File</a>

2.4	187
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Number of outgoing / final year students during the year:		
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.5 Number of graduating students during the year		187
File Description	Documents	
Data Template	<a href="#">View File</a>	
2.6 Number of students enrolled during the year		200
File Description	Documents	
Data Template	<a href="#">View File</a>	
<b>2. Institution</b>		
4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):		8,00,000
4.2 Total number of computers on campus for academic purposes		45
<b>3. Teacher</b>		
5.1 Number of full-time teachers during the year:		27
File Description	Documents	
Data Template	<a href="#">View File</a>	
Data Template	No File Uploaded	
5.2 Number of sanctioned posts for the year:		00
<b>Part B</b>		
<b>CURRICULAR ASPECTS</b>		

**1.1 - Curriculum Planning**

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

The Institution ensures effective curriculum delivery by following the academic calendar provided by Panjab University Chandigarh. Following the University calendar, the college prepares its own calendar and the same is circulated and uploaded on the website. The faculty analyses the needs of the students before the commencement of every semester and plans the curriculum as prescribed by the University in such a way that it includes different activities related to the designed syllabus. The students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The periodic tutorial / class test / examinations are conducted in order to assess the understanding of the students. Teachers put in all efforts to ensure quality and enhance academic growth. Practical & theoretical examinations are conducted to judge the understanding of the students. The examination pattern introduced by affiliating university is being strictly adopted by the college. The college encourages faculty members to attend orientation, Refresher courses, workshop and present papers in seminars conducted by the affiliating colleges and other Universities for acquiring necessary skills for effective delivery of the curriculum.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	<a href="#">View File</a>
Plan developed for the academic year	<a href="#">View File</a>
Plans for mid- course correction wherever needed for the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the**

A. All of the above

**curriculum planning process during the year**  
**Faculty of the institution Head/Principal of the**  
**institution Schools including practice teaching**  
**schools Employers Experts Students Alumni**

File Description	Documents
Data as per Data Template	No File Uploaded
List of persons who participated in the process of in-house curriculum planning	<a href="#">View File</a>
Meeting notice and minutes of the meeting for in-house curriculum planning	No File Uploaded
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers**

**B. Any 3 of the Above**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
URL to the page on website where the PLOs and CLOs are listed	Nil
Prospectus for the academic year	No File Uploaded
Report and photographs with caption and date of student induction programmes	<a href="#">View File</a>
Report and photographs with caption and date of teacher orientation programmes	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

#### 1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

8

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	<a href="#">View File</a>
Academic calendar showing time allotted for optional / electives / pedagogy courses	<a href="#">View File</a>
Any other relevant information	Nil

#### 1.2.2 - Number of value-added courses offered during the year

1

##### 1.2.2.1 - Number of value-added courses offered during the year

**1**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochure and Course content along with CLOs of value-added courses	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year**

**197**

**1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year**

**197**

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	<a href="#">View File</a>
Course completion certificates	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance**

One of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	No File Uploaded
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
Any other relevant information	No File Uploaded

### 1.2.5 - Number of students who have completed self-study courses ( online /offline, beyond the curriculum) during the year

0

#### 1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
Certificates / evidences for completing the self-study course(s)	No File Uploaded
List of students enrolled and completed in self study course(s)	No File Uploaded
Any other relevant information	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

Courses offered in the college integrate issues related to gender,

environment and sustainability, human values and professional ethics . Professional ethics are integrated in the B.Ed. The college offers an extension lecture in Gender sensitization. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values into the Co-curricular and Extracurricular Activities also. Moreover tree plantation and other sustainable development programs are held in College every year. College organizes various environment related programs including tree plantation, village cleanliness, cleaning of Canal, plastic free drive, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about environment . World Labour Day, World Forest day, World Environment Day, etc are organized in the college every year. The college has taken active participation in Swachh Bharat Abhiyan Programmes started by the government. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under SVEEP, and help to inculcate human values among students. National festivals serve as a platform to enliven patriotic and moral values and various social activities have been initiated by the college from time to time. The curricular prescribed for the courses contain religious, social and cultural values.

File Description	Documents
List of activities conducted in support of each of the above	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
Photographs indicating the participation of students, if any	<a href="#">View File</a>

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

Our Institution embrace diversity in the classroom that creates a safe, supportive and purposeful environment for the students. It includes many different factors like gender, religious beliefs, socio-economic status etc. All these factors work together to inform how students encounter the world. Diversity in the school system builds

critical thinking skills and encourages academic outcomes. It helps students to feel represented and included. its helps in different ways:

- Re-evaluate teaching materials.
- Get to know your students.
- Willing to address inequality.
- Connect with family and community.
- Meet diverse learning needs.
- Support professional development opportunities.
- Hire teacher without caring their caste, religion, race etc.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	<a href="#">View File</a>
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

Our Insitution provides academic as well as non-academic programs for holistic development of the students. students get knowledge, skills and attitude to face the problems around them. Different programs like Swach Bharat Abhiyan, independence and Republic Day Celebration. Environment Awareness programs Road safety campaign, Blood Donation Camp, Quiz and Poster Making Competition etc prepare the students ready forthe professional field. When they utilise their skills and experiences in their professional fields, they feel confidence and competent. When curricular and co-curricular activities integrates it improves social skills and academic performance. Students who get involved in these activities likely to have a more positive outlook. It broadens horizons of mind through participating in co-curricular activies, students could find new interest, talent or even career goal. Finally, taking initiative, leadership, driving a team efforts, being bold in deciding and organising different programs.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 1.4 - Feedback System

**1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI**

Three of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following**

Feedback collected, analyzed and action taken

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	<a href="#">View File</a>
Action taken report of the institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of students during the year

200

##### 2.1.1.1 - Number of students enrolled during the year

200

File Description	Documents
Data as per Data Template	No File Uploaded
Document relating to sanction of intake from university	<a href="#">View File</a>
Approval letter of NCTE for intake of all programs	No File Uploaded
Approved admission list year-wise/ program-wise	No File Uploaded
Any other relevant information	No File Uploaded

### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

92

#### 2.1.2.1 - Number of students enrolled from the reserved categories during the year

92

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	<a href="#">View File</a>
Final admission list published by the HEI	No File Uploaded
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

1

#### 2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

1

File Description	Documents
Data as per Data Template	No File Uploaded
Certificate of EWS and Divyangjan	<a href="#">View File</a>
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

## 2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

Our institute identifies slow and advance learners, the earnest efforts are being made to improve the prospect of slow learners by continuously motivating and inspiring them. The Mentor -Menteesystem helps to lift up the slow learners. The institution offers following Special Programmes for slow and advance learners in order to improve their learning levels and skills: Special Programmesfor Slow learners

- Remedial Coaching and Counseling
- Mentor Scheme
- Study Material and
- Question Bank
- Book Bank Facility
- Group Discussions on Critical Topics
- Class Room Test and Extra Assignments
- Special Guidance from Experts

Special Programmes for Advance learners

- Book Bank Facility
- Career Guidance
- Use of ICT
- for Encouragement Group Discussion and Seminars
- Projects and Assignments
- Academic Guidance Talks, Seminars and Workshops
- Participation in University level competition

In fact, the institute makes earnest efforts to achieve over all

development of the learners in order to make them globally competent.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Documents showing the performance of students at the entry level	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs**

Six/Five of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Relevant documents highlighting the activities to address the student diversities	<a href="#">View File</a>
Reports with seal and signature of Principal	No File Uploaded
Photographs with caption and date, if any	No File Uploaded
Any other relevant information	No File Uploaded

**2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s**

Two of the above

**Whenever need arises due to student diversity**

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	<a href="#">View File</a>
Reports with seal and signature of the Principal	<a href="#">View File</a>
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

**2.2.4 - Student-Mentor ratio for the academic year**

11:1

**2.2.4.1 - Number of mentors in the Institution**

18

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Relevant documents of mentor-mentee activities with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3 - Teaching- Learning Process**

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Our Institution always encourage student-centric learning through various methods such as brain storming, group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies. Regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Different student support systems

are available in the college like Library, Computer Lab, ICT based classrooms (Smart Classrooms). Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, co curricular and field based activities. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games, to foster spirit of togetherness and leadership in order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

25

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Link to LMS	Nil
Any other relevant information	<a href="#">View File</a>

### 2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

200

File Description	Documents
Data as per Data Template	No File Uploaded
Programme wise list of students using ICT support	<a href="#">View File</a>
Documentary evidence in support of the claim	No File Uploaded
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	<a href="#">View File</a>

<b>2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports</b>	Four of the above
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File Description	Documents
Data as per Data Template	No File Uploaded
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	<a href="#">View File</a>
Geo-tagged photographs wherever applicable	No File Uploaded
Link of resources used	Nil
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

Our Institute provides continual mentoring to students for professional development. Our teachers work in teams with coordination. We cater to the needs of students diversity. We discuss with the students about teaching skills, how to face challenges of real classroom, balancing home and work stress. Our teachers attend seminars, workshops etc to keep abreast with recent

developments and innovative ideas that are very significant in education and in real life. On the whole, we provide guidance, advice, feedback and support to the mentee.

- Foster confidentiality
- Cultivate teacher and pupil relationship
- Build Trust through engagement
- Challenge each other with open ended and curious questions
- facilitate learning opportunities
- Provide feedback
- Follow through
- Share Core value
- Accomplish Goals

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global**

Four of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of the selected response/s	No File Uploaded
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

Courses offered in the college integrate issues related to creativity, innovativeness, intellectual and thinking skills, empathy, values and life skills etc. Intellectual and thinking skills are integrated in the subjects such that Philosophy, Psychology, Techniques of teaching, Pedagogy of Science, Maths, Social Studies, Hindi, English, Computer Science etc. In co-curricular activities like celebration of festivals, celebration of Republic day and Independence day, Poster making, Rangoli making, Badge making, creation from waste materials etc inculcate creativity and innovativeness among students. We also provide extension lectures on life skills from which students get benefited. College organises World Environment Day, Blood Donation Camp, Awareness programmes regarding Environment, Biodiversity etc for making environment sustainable and empathy for every creature on earth.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.4 - Competency and Skill Development

**2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan (IEP)**

Seven/Eight of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of the selected response/s	<a href="#">View File</a>
Reports of activities with video graphic support wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.2 - Students go through a set of activities as**

Eight /Nine of the above

**preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Reports and photographs / videos of the activities	No File Uploaded
Attendance sheets of the workshops / activities with seal and signature of the Principal	No File Uploaded
Documentary evidence in support of each selected activity	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback**

Three of the above

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Details of the activities carried out during the academic year in respect of each response indicated	No File Uploaded
Any other relevant information	No File Uploaded

<b>2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales</b>	Four of the above
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Samples prepared by students for each indicated assessment tool	No File Uploaded
Documents showing the different activities for evolving indicated assessment tools	No File Uploaded
Any other relevant information	No File Uploaded

<b>2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations</b>	Four of the above
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence in support of each response selected	No File Uploaded
Sample evidence showing the tasks carried out for each of the selected response	No File Uploaded
Any other relevant information	No File Uploaded

<b>2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event</b>	All of the above
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Documentary evidence showing the activities carried out for each of the selected response	No File Uploaded
Report of the events organized	No File Uploaded
Photographs with caption and date, wherever possible	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study</b>	All of the above
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File Description	Documents
Data as per Data Template	No File Uploaded
Samples of assessed assignments for theory courses of different programmes	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Before the start of internship programme, the list of identified schools is sent to D.P.I. office for approval. On receiving the approval, the school principals, teacher incharges, and the concerned students are also notified .Orientation of students is held regarding regulations and guidelines of attendance etc. Teachers personally visit the schools to meet the principals and school mentors regarding distribution of time table etc. Students and school teachers are oriented regarding various assessment criterias. So the internship is carried out in a very well planned manner. The pre internship is held twice in two different settings in Rural and Urban schools in First and Third semesters.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.4.9 - Number of students attached to each school for internship during the academic year

##### 2.4.9.1 - Number of final year students during the academic year

187

File Description	Documents
Data as per Data Template	No File Uploaded
Plan of teacher engagement in school internship	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments &amp; tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports</b>	<b>Seven/Eight of the above</b>
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File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sample copies for each of selected activities claimed	<a href="#">View File</a>
School-wise internship reports showing student engagement in activities claimed	<a href="#">View File</a>
Wherever the documents are in regional language, provide English translated version	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

For monitoring purposes, each school is designated to a teacher. He/She is the one who coordinates with school principal, school mentors and the internee students. The teacher is in constant touch with the school, visits the school intermittently. The school mentors also keep the college teachers informed about the performance of interns. Moreover, one or sometimes two students are made leaders of the group who also keep tab of time table adjustments or other aspects like any challenges they face in the school, they also keep the Teacher Education Institute teachers informed. School Principal on their part instruct their subject teachers whose classes are being taken by the interns to sit in the class while the intern is taking it so as to monitor and aid the intern in case, she faces any problem. So, mentoring of internship is quite active and robust. Overall, institution adopts effective monitoring mechanism during entire internship programme.

File Description	Documents
Documentary evidence in support of the response	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School\* Teachers Principal / School\* Principal B. Ed Students / School\* Students (\* 'Schools' to be read as "TEIs" for PG programmes)**

Three of the above

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	<a href="#">View File</a>
Two filled in sample observation formats for each of the claimed assessors	No File Uploaded
Any other relevant information	No File Uploaded

**2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness**

Five of the above

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	No File Uploaded
Five filled in formats for each of the aspects claimed	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.5 - Teacher Profile and Quality

### 2.5.1 - Number of fulltime teachers against sanctioned posts during the year

27

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	<a href="#">View File</a>
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded

**2.5.2 - Number of fulltime teachers with Ph. D. degree during the year**

1

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Certificates of Doctoral Degree (Ph.D) of the faculty	No File Uploaded
Any other relevant information	No File Uploaded

**2.5.3 - Number of teaching experience of full time teachers for the during the year**

27

**2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year**

1-15 years

File Description	Documents
Copy of the appointment letters of the fulltime teachers	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

In our Institution teachers keep on attending various seminars,

conferences, workshops, FDPs (online and offline), present papers at various forums, organise all such events. They are invited to various forums to present papers, chair the sessions, give expert lectures. All these experiences help the teachers to grow professionally. Some of teachers have published papers in journals, contributing chapters to books. Our teachers discuss about current developments in teacher education programmes. We also share our innovative ideas to one another to keep abreast with new technologies used in teaching learning process. The teachers of Sri Guru Gobind Singh College of Education put in their best efforts to grow professionally.

File Description	Documents
Documentary evidence to support the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Internal evaluation as prescribed by Panjab University norms is strictly followed by the college. The students are evaluated at two levels, college and the University. In theory papers, 20% component of the evaluation is carried out at the college level .The remaining 80% of the evaluation is done at the university level by way of semester-end examinations. In the case of papers with the practical component, methods as per their course requirements prescribed by the Panjab University Chandigarh. The internal assessment is carried out based on a Continuous evaluation process using internal assessment and semester-based evaluation twice a year. Various methods are used by faculty members for internal evaluation, a few of them are:

1. Evaluation methods followed for internal assessment include written tests, presentations, assignments, Sessional Work etc.

2. Attendance which is part of the internal assessment is updated regularly and displayed on the college notice board

3. The internal assessment marks too are uploaded online.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually**

Five of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	<a href="#">View File</a>
Annual Institutional plan of action for internal evaluation	No File Uploaded
Details of provisions for improvement and bi-lingual answering	No File Uploaded
Documentary evidence for remedial support provided	No File Uploaded
Any other relevant information	<a href="#">View File</a>

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

The institution has a well-defined system in place to deal with examination related grievances. The Grievance and redressal Cell helps in direct communication of the students with the Management. Locked boxes are kept in the college through which students can communicate their grievances. The teacher incharge of the grievance and redressal cell in 2021-2022 is Ms. Maninder Kaur. The College displays internal assessment on display board where each student can view her total assessment marks at the end of each semester and can report discrepancies, if any, within a specified time period after which the marks are finally uploaded on the University portal. The faculty addresses the rightful grievances of the students pertaining

to the marks obtained in the internal assessment. The evaluated papers related to internal examination consisting of class tests, assignments, projects, etc. are shown to students with detailed remarks and suggestions for improvement. Any query of students regarding the feedback and evaluation is thoroughly addressed by the respective teachers. The marks are sent to the university only after each student has been given ample opportunity and time to review and register her complaint.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

Before the commencement of the academic year, the academic committee of the Institution prepares the 'Academic calendar' in consultation with the academic calendar received from the Panjab University, Chandigarh. It is available on the college office and also published on the college website and prospectus. It contains relevant information regarding the teaching learning schedule (working days), various events to be organized, days and weeks to be celebrated, holidays, dates of internal examination, semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process. Every teacher is required to adhere to the academic calendar and plan their day-to-day activities accordingly. Teachers are assigned the subjects to be taught during the academic year beforehand in staff meetings. The Academic calendar is forwarded to the IQAC for undertaking various quality initiatives during the year. The IQAC compiles the inputs received from the various teachers and prepares a comprehensive plan uploaded on the college website.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

## 2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus, principal's address to students and parents, alumnae meets and dissemination in classroom by concerned staff. These are also prominently featured on college boards, college magazine and other publications.

Following are the program outcomes of Bachelor of Education (B.Ed.) Programme which an undergraduate student of B.Ed. should demonstrate/be aware of:

1. To develop a sense of professional commitment towards teaching profession.
2. To acquaint them with a variety of instructional strategies suited to different learning conditions.
3. To promote teaching strategies using ICT.
4. To facilitate improved student learning outcomes.
5. To develop communication skills among the pupil teachers.
6. To foster ethical integrity among the students
7. To enable them to practice inclusion and support diversity of students Interaction with students, parents and community.

#### Course Outcomes

The course outcomes for the specific subjects are as per Syllabi of Panjab University, Chandigarh for B.Ed.( General).

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	No File Uploaded
Result sheet for each year received from the Affiliating University	<a href="#">View File</a>
Certified report from the Head of the Institution indicating pass percentage of students program-wise	No File Uploaded
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs are monitored time to time for further improvement in students so that they can excel in learning different innovative teaching methods and are able to know about latest strategies of teaching and learning process. Different skills are developed and enhanced in the students so as to meet the growing demands of the present scenario of education. Regular assessment is an integral part of the instruction process and is important in helping students learn. The most appropriate assessments to improve performance levels of student learning are tests, presentations, performance in workshops, written assignments, and other assessments that teachers make in their classes on a regular basis. Teachers rely on the results from these assessments because of their direct relationship with classroom teaching goals. and the results are immediate and easy to analyze at the individual student level.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**2.7.4 - Performance of outgoing students in internal assessment**

**2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year**

185

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	No File Uploaded
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	<a href="#">View File</a>
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes. The programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, terminal exams, internal and home assignments, unit tests, surprise testsetc. Throughout the year the faculty records the performance of each student on each programme outcome. At the same time remedial coaching is also provided to slow learners to make pace with the desired progression. Students under university examination are evaluated for external theory and practical and internal theory and practicals. Internships are also evaluated externally (by school Principal and school teacher) as well as internally (by respective mentor/teacher incharge ). Generally, students secure more than 70% marks in theory as well as practicals, both in external as well as internal assessment.

File Description	Documents
Documentary evidence in respect to claim	No File Uploaded
Any other relevant information	<a href="#">View File</a>

## 2.8 - Student Satisfaction Survey

### 2.8.1 - Online student satisfaction survey regarding teaching learning process

200

<b>RESEARCH AND OUTREACH ACTIVITIES</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year</b>	
01	
File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Sanction letter from the funding agency	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)</b>	
01	
File Description	Documents
Sanction letter from the funding agency	<a href="#">View File</a>
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded
<b>3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research</b>	Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document detailing scheme of incentives	<a href="#">View File</a>
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	No File Uploaded
Any other relevant information	No File Uploaded

**3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports**

All of the above

File Description	Documents
Documentary evidences in support of the claims	<a href="#">View File</a>
Details of reports highlighting the claims made by the institution	No File Uploaded
Reports of innovations tried out and ideas incubated	No File Uploaded
Copyrights or patents filed	No File Uploaded
Any other relevant information	No File Uploaded

### 3.2 - Research Publications

**3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year**

2

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
First page of the article/journals with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	No File Uploaded

### 3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

3

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
• First page of the published book/chapter with seal and signature of the Principal	No File Uploaded
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	No File Uploaded
Any other relevant information	No File Uploaded

### 3.3 - Outreach Activities

#### 3.3.1 - Number of outreach activities organized by the institution during the year

##### 3.3.1.1 - Total number of outreach activities organized by the institution during the year

16

File Description	Documents
Data as per Data Template	No File Uploaded
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 3.3.2 - Number of students participating in outreach activities organized by the institution during the year

#### 3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

11

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	No File Uploaded
Report of each outreach activity with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

185

#### 3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

185

File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of the claim along with photographs with caption and date	<a href="#">View File</a>
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

Community service has been an integral part of the college since its inception and has been one of the foundational principles of the college. The community service initiatives in the college are led by the social welfare committees & various indoor and outdoor clubs like environment club, red ribbon club, human rights and legal awareness club, electoral literacy club etc. Our students learn the importance of developing the spirit of giving back to society. Our college regularly organise cleanliness drives during swachhata abhiyan. They also conduct door to door survey, take out rallies to spread awareness, to have first hand information about various issues as education, health, drug addiction etc. We have also held Sports day and cultural events to spread awareness about sports and encourage them to participate. The students plant saplings in areas around college and practice teaching schools as well as adopted village. The programmes on eco sustainability also help the students as well as community member through eco-friendly activities like waste segregation, composting and harmful effects of plastic etc.

File Description	Documents
Relevant documentary evidence for the claim	<a href="#">View File</a>
Report of each outreach activity signed by the Principal	No File Uploaded
Any other relevant information	No File Uploaded

**3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year**

16

File Description	Documents
Data as per Data Template	No File Uploaded
Appropriate certificates from the awarding agency	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**3.4 - Collaboration and Linkages**

**3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the**

year

04

**3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year**

04

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
List of teachers/students benefited by linkage – exchange and research	No File Uploaded
Report of each linkage along with videos/photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year**

04

File Description	Documents
Data as per Data Template	No File Uploaded
Copies of the MoU's with institution / industry/ corporate houses	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges**

File Description	Documents
Data as per Data Template	No File Uploaded
Report of each activities with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The institution has adequate facilities for Teaching-Learning. The college has all the infrastructural facilities for admitting 200 B.Ed. students.

The College has following facilities available:

1. Principal Office
2. Administration office
3. Staff Room
4. Psychology Resource Centre
5. Art & Craft Resource centre
6. Science resource Centre
- 7 Language Resource centre
- 8 Library
- 9 ICT Resource Centre
10. Classroom
11. Teaching aid museum, social science resource centre
- 12 .Classroom

13. First Aid Room
- 14 .Girl's Washroom
- 15 Physical Education Resource centre
16. Guidance& couselling Cell, Placement cell
17. IQAC Cell, Research Cell, Women & grievance Cell
- 18 Girl's Common Room
- 19 Education Techgnology Resource Centre
20. Classroom
- 21 Classroom
- 22.Classroom
- 23.Mathematical Resource Centre
- 24 Hall -1
25. Hall -2
26. Classroom
27. Classroom
28. Classroom
29. Store Room
30. Boy's Washroom

File Description	Documents
List of physical facilities available for teaching learning	<a href="#">View File</a>
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.**

**4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities**

05

File Description	Documents
Data as per Data Template	No File Uploaded
Geo-tagged photographs	<a href="#">View File</a>
Link to relevant page on the Institutional website	Nil
Any other relevant information	<a href="#">View File</a>

**4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)**

10,25,000

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.2 - Library as a Learning Resource**

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

The college is using latest biblosoft software and library is fully automated. The total numbers of books in library are about 9,107 and number of visitors per day is 77. The library has browsing centre, Xerox facility, Reading room for users. It has full catalogue module enabling library staff to capture complete details of all the library items. The Catalogue module provides a clear and simple interface for library users to check the availability and status of all library items through different approaches like author, title, subject, accession number, editor etc. The users (staff and students) themselves can check the complete records of their respective circulation (issue and return) of books over a span of time with the help of user name and password provided to them by the library staff. This software will also help to generate different

types of reports and maintain statistics for the library.

File Description	Documents
Bill for augmentation of library signed by the Principal	<a href="#">View File</a>
Web-link to library facilities, if available	<a href="http://poonnam77aa.blogspot.com/m/">http://poonnam77aa.blogspot.com/m/</a>
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The teachers and students can have access to e-journals subscribed by the college library; e-books purchased by the college library and can have access to e-resources (e-journals and e-books) through NLIST programme of INFLIBNET, the membership of which is renewed on annual basis by the college library. All the stakeholders and research scholars of our colleges can have access to check the titles of M.Ed. dissertations that are available in the college library from the college website.

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases**

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	<a href="#">View File</a>
E-copy of the letter of subscription /member ship in the name of institution	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

123,214

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.2.5 - Per day usage of library by teachers and students during the academic year

##### 4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

99

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	<a href="#">View File</a>
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	<a href="#">View File</a>

**4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College**

Three of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with LCD projector, Digital Podium with inbuilt system, microphone system and speakers were installed. The whole college has been made with wi-fi facility. The institution is equipped with 42 computers with internet connectivity of 30 MBPS. The students are allowed to work in the computer lab during the computer hour. There are two computers in the

college office. Computers are used in the office for keeping all the records of the students and faculty. Records pertaining to accounts, correspondence, and all types of official information are stored. Scanner is used to scan important documents, clippings, or photographs for writing reports or documentation. Computers are also available in various labs, staff room etc.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	No File Uploaded
Any other relevant information	No File Uploaded

#### 4.3.2 - Student – Computer ratio during the academic year

8:1

File Description	Documents
Data as per data template	No File Uploaded
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

E. < 50 MBPS

File Description	Documents
Receipt for connection indicating bandwidth	No File Uploaded
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	No File Uploaded
Any other relevant Information	No File Uploaded

#### 4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit

File Description	Documents
Data as per Data Template	No File Uploaded
Link to videos of the e-content development facilities	Nil
List the equipment purchased for claimed facilities along with the relevant bills	<a href="#">View File</a>
Link to the e-content developed by the faculty of the institution	Nil
Any other relevant information	No File Uploaded

#### 4.4 - Maintenance of Campus and Infrastructure

##### 4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

5,25,000

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	<a href="#">View File</a>
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

**Institutional mechanisms for maintenance and upgradation are as under :**

**Building Infrastructure:** There is a college development and construction committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee.

**Laboratory Equipments:** Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Physical verification of laboratory equipments is carried out to record the functional and non functional equipments from time to time.

**Computer and IT infrastructure:** Maintain stock register regularly to keep record of the functional and nonfunctional items. Maintenance and up gradation is looked after and technicians are hired.

**Furniture related items:** There is a college development and construction committee which looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure.

**Maintenance of Library/ Library Materials:** Accession and withdrawal/ dead stock registers are regularly maintained to keep the record of updated and dead stock.

**Sports Equipments:** The sports department regularly maintains the stock register for the equipments and materials related to the sports.

File Description	Documents
Appropriate link(s) on the institutional website	<a href="http://sggscekamlooh.ac.in">http://sggscekamlooh.ac.in</a>
Any other relevant information	<a href="#">View File</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning**

Three of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	No File Uploaded
Sample feedback sheets from the students participating in each of the initiative	No File Uploaded
Photographs with date and caption for each initiative	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable**

Seven/Eight of the above

File Description	Documents
Geo-tagged photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**5.1.3 - 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
Data as per Data Template for the applicable options	No File Uploaded
Institutional guidelines for students' grievance redressal	No File Uploaded
Composition of the student grievance redressal committee including sexual harassment and ragging	<a href="#">View File</a>
Samples of grievance submitted offline	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)**

Two of the above

File Description	Documents
Data as per Data template	No File Uploaded
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	<a href="#">View File</a>
Report of the Placement Cell	No File Uploaded
Any other relevant information	No File Uploaded

## 5.2 - Student Progression

**5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year**

Number of students placed as teachers/teacher educators	Total number of graduating students
<b>32</b>	<b>200</b>

File Description	Documents
Data as per Data Template	<b>No File Uploaded</b>
Reports of Placement Cell for during the year	<a href="#">View File</a>
Appointment letters of 10 percent graduates for each year	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 5.2.2 - Number of student progression to higher education during the academic year

#### 5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

**21**

File Description	Documents
Data as per Data Template	<b>No File Uploaded</b>
Details of graduating students and their progression to higher education with seal and signature of the principal	<a href="#">View File</a>
Documentary evidence in support of the claim	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

### 5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

**24**

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Copy of certificates for qualifying in the state/national examination	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

Student Council represents the students of the college. In our college, class representatives of all the sections constitute students council. It is elected by the students and work under the guidance of class Incharge. Its roles or functions are as follows:

1. It makes a link between faculty and students.
2. It makes students responsible, accountable and participates in the development of the college as well as to develop their own personality and organizational skills.
3. It represents student interests and to organize a student oriented activities and programs.
4. It celebrates important days teacher's Day, Independence day, Republic Day etc.
5. It also celebrates Cultural festivals like Diwali, Holi, Lohri, Bashakhi etc.
6. It helps in organizing different type of competitions like Rangoli, Mehndi, best out Competitions like Quiz competition etc.
7. It also helps in organizing Fresher's Party, talents hunt, Annual day Function, farewell Party etc.
8. It has proactive role in Women cell and anti Sexual Harassment cell.

File Description	Documents
Copy of constitution of student council signed by the Principal	No File Uploaded
List of students represented on different bodies of the Institution signed by the Principal	<a href="#">View File</a>
Documentary evidence for alumni role in institution functioning and for student welfare	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

5.3.2 - Number of sports and cultural events organized at the institution during the year

4

File Description	Documents
Data as per Data Template	No File Uploaded
Reports of the events along with the photographs with captions and dates	No File Uploaded
Copy of circular / brochure indicating such kind of events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

##### Alumni Association Contribution to the Institution

Alumni association fosters the relationship between the alumni and alma mater. It bridges the widening gap between the former students and the institute to keep them in touch with the present growth, development and also the challenges before the institute. The Alumni association of our college was officially formed in the year 2006 with a purpose to have a say in certain matters of our outgoing students to better the quality enhancement process of the institution. The alumni, who have been successfully deploying their services in various sectors. They encourage our students to carve excellence for an integral development. Besides, the association always appears before the college management and staff members with their innovative suggestions to upgrade institute's social commitment stature. The association normally endeavors to formulate the student welfare scheme to benefit the needy students who come from lower economical groups. The alumni association, in this way, mirrors the positive efforts undertaken by the institute to enhance the quality at external as well as internal level.

File Description	Documents
Details of office bearers and members of alumni association	No File Uploaded
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support**

Three/Four of the above

File Description	Documents
Documentary evidence for the selected claim	<a href="#">View File</a>
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	No File Uploaded
Any other relevant information.	No File Uploaded

**5.4.3 - Number of meetings of Alumni Association held during the year**

02

File Description	Documents
Data as per Data Template	No File Uploaded
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism

through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

#### 5.4.4 Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent

The Alumni association acts as support system to the college in motivating students as well as recognizing, nurturing and enhancing Alumni association includes:

1. The alumni association gives monetary help for the welfare of the needy students.
2. The Alumni association coordinator various activities related to the career counseling of the students.
3. The Alumni association also provides all the facilities for resume writing, written test and interviews.
4. Students gets exposure and lots of practical training during school internship program. Alumni association helps them in preparing prospective teachers and for their successful placement.
5. The Alumni association shares their own experiences with the prospective teachers in the school and also tells them how to nurture special talents of their students.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

#### VISION OF THE COLLEGE

- To prepare and develop competent, innovative and farsighted teachers who can meet the requirements of global competitive work and contribute to academic excellence.
- To provide value-based curriculum and dynamic academic environment for strengthening faith in humanistic, social and

moral values as well as in Indian cultural heritage and democracy.

- To create facilities for imparting quality education and grow into a centre of excellence in the field of teacher education.

#### MISSION OF THE COLLEGE

- To imbibe in our prospective teachers a sense of dedication, diligence, discrimination and dignity of teaching profession

The management encourages the faculty and supports them at all levels. The decision taken by them are given due cognizance by the Principal. An environment of equity and democracy is setup to conduct affairs in smooth and satisfactory manner.

File Description	Documents
Vision and Mission statements of the institution	<a href="#">View File</a>
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	<a href="#">View File</a>
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

Decentralization is the process of delegating decision-making power and authority from the top levels of an institution to lower levels. In an institution that practices decentralization, decision-making power is shared among individuals or department, allowing for a more efficient and effective decision-making process. The process of decentralization and participative management in an institution typically involves a shift in organizational structure and culture. This may involve the creation of cross-functional teams or the establishment of employee-led committees to make decisions about specific areas of the organization.

Sri Guru Gobind Singh College of Education Beghpur Kamlooh run under Sri Guru Nanak Dev Education Trust under the dynamic leadership of Er. Parmjit Singh Chairman the further followed by vice

chairperson madam and dynamic and energetic MD Er. Prabhjitsingh. In our trust 10 institutions run effectively and principal's of respective institutions monitor, guide and strong bond between management and principal. Vice principal also performs their duties effectively in our colleges then further decentralization of power of faculty members.

File Description	Documents
Relevant documents to indicate decentralization and participative management	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

Our Institution maintains complete transparency in its financial, academic, administrative and other functions by clearly defining its vision, mission, objectives and procedures and disseminating them at all levels. The annual academic plan, is prepared in advance, communicated and displayed by the respective bodies.

Annual budget is meticulously prepared which helps to streamline the budget under different heads such as College Accounts, Examination Accounts and so on. Details of teaching as well as nonteaching staff, accounts, academic progress, etc. is updated every year on the NCTE and AISHE portal i.e. All India Survey of Higher Education which is under the HRD Ministry, New Delhi. through the link <http://aishe.nic.in/aishe/userlogin>. College uses MIS to maintain student and office records such as academic qualifications, in-service improvement in qualifications, information about student teachers with details of caste, religion, results etc., details of Adhaar Card Number (UID), Voters ID Number, PAN Number, Scale, month-wise salary details of teaching nonteaching staff, Income Expenditure details of college etc. Information Brochure containing information regarding different committees, The institution conducts internal and external financial audits regularly.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

### The Institutional strategic plan

Our college has implemented institutional strategic plan effectively. Our college runs under Sri Guru Nank Dev education Trust Dalewal (Hoshiarpur). Our trust deployed different strategic plans for every college.

1. There is a provision of fee concession for weaker students, parentless students, Fatherless students, siblings and students who have studied in our other school or college etc.
2. Our college has green campus and situated in open area with pollution free environment. We have green lawns, garden with recreational facilities.
3. Our college has solar panel, proper sewage system and green manure projects. LED lights are used for saving energy.
4. Best teaching practices are followed according to University guidelines. We have implemented in teaching learning process, evaluation etc.

Our college has been awarded by Mahatma Gandhi council of Rural Education, Department of Higher Education, Ministry of Education , Government of India for clean and green campus, energy saving and ecofriendly environment.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	Nil
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant 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. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

Our college is affiliated to Panjab University Chandigarh and recognized by NCTE. It is a self-financed college runs under Sri

Guru Nanak Dev Education Trust , Dalewal (Hoshiarpur). Our College is headed by Chairman Er. Parmjit Singh, Vice-Chairperson Mrs. Aravinder Kaur, Managing Director Er. Prabhjit Singh. Principal of the college is the academic and Executive head who coordinates all the activities. The decisions related to workload, library purchases, time tables, maintenance of infrastructure, admissions etc. are taken by the Staff members and IQAC through its committees subject to provisions in ordinances of the affiliating University. The teaching and nonteaching staff is given promotions as per the University rules. The college has established Grievance Redressal Cell as per the norms to tackle the grievances of students and staff. The IQAC Coordinator, Heads of the Departments, Librarian, Office Superintendent work under the Principal. The college has a well-defined organizational structure in the administration staff and laboratory staff. Hierarchy of the staff, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism are defined as per the rules of the University and approved staffing pattern of the UGC.

File Description	Documents
Link to organogram on the institutional website	Nil
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students**

Three/Four of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Screen shots of user interfaces of each module	No File Uploaded
Annual e-governance report	<a href="#">View File</a>
Geo-tagged photographs	No File Uploaded
Any other relevant information	<a href="#">View File</a>

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

Our College has various cells like Women Cell, Guidance Cell, Anti Sexual Harassment cell, work effectively and maintain records related to minutes of meeting and implementation of their resolutions. Our College is situated in rural areas in which 90% students are girls. In a meeting with principal and In charge of Women cell, these girls proposed that there should be sanitary pad destroyer machine in our college at girls toilet which is hygienic for every girl. After seeing the valid point, our college principal Dr. Harmeet Kaur madam decided to set up sanitary Pad destroyer machine in girl's toilet. Women Cell took the problem actively and after consulting with management, a sanitary pad destroyer machine was set up. It was a prompt step which was implemented successfully.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	<a href="#">View File</a>
Action taken report with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

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

#### Teaching

a) PF ,Provisions facilities for professional growth (EPF is provided)

b)Annual Increments .

c) Transport Facility

d) Maternity Leave

e) Seed money for Research Work is given for attending seminar and workshops

#### Non-Teaching

a) PF

b) Provisions and facilities for professional growth .

c) Transport facility

d) Annual Increment

e) Maternity leave

#### Students

a) Fee concessions for economically weaker .

b) Fee concessions for parentless students

c) Fee concessions for fatherless students .

d) Fee concessions for girl child .

e) Fee Concessions for siblings

f) Book Bank facility for weaker students

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

2

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document on providing financial support to teachers	<a href="#">View File</a>
E-copy of letter/s indicating financial assistance to teachers	No File Uploaded
Certificate of participation for the claim	<a href="#">View File</a>
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	No File Uploaded
Any other relevant information	No File Uploaded

**6.3.3 - Number of professional development /administrative training programmes organized by the institution for teaching and non-teaching staff during the year.**

2

File Description	Documents
Data as per Data Template	<a href="#">View File</a>
Brochures / Reports along with Photographs with date and caption	No File Uploaded
List of participants of each programme	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes**

20

File Description	Documents
Data as per Data Template	No File Uploaded
Copy of Course completion certificates	<a href="#">View File</a>
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The institution has a strong system of performance appraisal for the teaching and non -teaching staff. Annual confidential reports (ACR's) are regularly maintained by the head of the institution. If any issue comes to the notice of the principal, the concerned staff member is intimated personally for improvement in future. performance appraisal system identify the strength and weakness of employees and assess potential in a person for growth and development. It provides a feedback to employee regarding their performance and it serves as a basis for influencing working habits of the employees. It is helpful in promotion, compensation, employees development, selection validation, communication and motivation etc.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

Institute maintains and follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the

fund usage and resource utilization. These are: ·Mobilization of Funds, the student Tuition fee is the major source of income for the institute. ·Various government and non-government agencies sponsor events like seminars and workshops. ·Alumni contribute to the institute by raising funds to purchase items like water coolers, wall clocks, etc. ·Sponsorships are sought from individuals and corporate for cultural events and fests.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	<a href="#">View File</a>
List of audit objections and their compliance with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

#### 6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

**NIL**

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

Institute maintains and follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. Institute has designed some specific rules for the fund usage and resource utilization. These are: ·Mobilization of Funds, the student Tuition fee is the major source of income for the institute. ·Various government and non-government agencies sponsor

events like seminars and workshops. •Alumni contribute to the institute by raising funds to purchase items like water coolers, wall clocks, etc. •Sponsorships are sought from individuals and corporate for cultural events and fests.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

**IQAC plays a significant role in various quality matters of the institution. The IQAC initiates, plans and supervises various activities that are necessary to increase the quality of the education imparted in the college. In the beginning of the session a plan is discussed with the principal and members of the IQAC to chalk out quality initiatives to be taken throughout the year. The duties are assigned to various staff members to execute the same. Meetings are conducted from time to time to seek appraisal of the work. IQAC encourages the faculty to take initiatives related to research, teaching, financial, student support, good practices, building community linkages and MOUs. It maintains a record of minutes of meetings and present it before the principal and management. IQAC encourages the teachers to send proposals for research projects in the field of education. It organizes seminars, workshops and training programmes throughout the session. It seeks and reviews the feedback obtained from various stakeholders and takes prompt action. Various events such as expert talks, community related initiatives are also organized under the patronage of IQAC.**

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other

mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

IQAC reviews the quality of academic activities that are discussed and planned in the meetings of Academic committee. IQAC also organises its own meetings to review the quality brought in teachinglearning process. The academic audit, both internal as well as external helps to know the shortcomings/suggestions for bringing quality in academic matters of the institution. IQAC promotes use of modern methods of teaching,Obtainingthefeedback from various stakeholders such as teachers, parents, school principals and school teachers, eminent community members and resource persons,students and takes timelyaction to implement the suggestions given by them.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

12

File Description	Documents
Data as per Data Template	No File Uploaded
Report of the work done by IQAC or other quality mechanisms	<a href="#">View File</a>
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	No File Uploaded
Any other relevant information	No File Uploaded

**6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic**

Three of the above

**Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF**

File Description	Documents
Data as per Data Template	No File Uploaded
Link to the minutes of the meeting of IQAC	Nil
Link to Annual Quality Assurance Reports (AQAR) of IQAC	Nil
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded
e-Copies of the accreditations and certifications	<a href="#">View File</a>
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

The college has achieved incremental improvements in both academic and administrative domains. The college has strengthened and taken various initiatives to promote Research among faculty and students. The college is giving adequate importance to research as per the last NAAC peer team's suggestion. The institute has a central research committee, that oversees the research activities of the college. The institute has a fund that provides financial assistance to the faculty for attending seminars and conferences. The college organizes seminars and interactive talks on various topics related to teaching-learning process. The college has also been encouraging research projects in the field of education by providing financial assistance to the faculty members in the form of Seed money. The college also encourages students' research projects.

File Description	Documents
Relevant documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

College has already installed Solar Rooftops of 2000 KW capacity to promote renewable energy and promote carbon neutral campus. CFLs have been installed everywhere to reduce the energy consumption. Natural day light has been optimized everywhere in the campus. The teachers ensure the lights and fans are turned off every time after use. Hand-made posters by students are displayed everywhere in the campus to generate awareness about efficient energy use. Total Solar energy generated through 2000KW solar power plant installed and consumption is 2700KW. So, percentage Energy needs met by solar energy is 74%.

File Description	Documents
Institution's energy policy document	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

Sri Guru Gobind Singh College of Education Beghpur Kamlooh, Mukerian has a clear waste management policy for disposing off dry, wet and waste water management. We try to create consciousness among staff and students about the ways in which waste is generated and the means by which they can reduce waste generation and manage the waste they produce by following the five "R" principle of reduce, reuse, recycle, refuse and regenerate. There are separate colored bins for dry (blue) and wet (green) waste. Use of Jute and cloth bags is encouraged. Plastic is totally banned in the campus. The dry saleable materials like paper, files, plastic, old furniture and other waste is regularly sold to recycling agents thus generating some income

for outreach activities. The wet waste such as kitchen and garden waste is disposed off into the dustbins earmarked for the purpose. The wet waste is recycled into the compost pit dug for the purpose which is monitored from time to time.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant**

One of the above

File Description	Documents
Documentary evidence in support of each selected response	<a href="#">View File</a>
Geo-tagged photographs	No File Uploaded
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage**

All of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	<a href="#">View File</a>
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of

cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Sri Guru Gobind Singh College of Education has been established since 2005 and is situated on National Highway in village Beghpur Kamlooh at the distance of 6 km from Mukerian towards Talwara. The college is approved by NCTE, Govt. of India, and Punjab Govt. and affiliated to Punjab University Chandigarh. The college is accredited by NAAC Grade A our college is doing work on making campus green like plantation drives, Sanitation and Hygiene, Waste Management, Energy Management and Water Management. Our college is trying Best to work on all aspects. Our Institution has already established a eco club which is working for environmental friendly practices and provide education to students to preserve the environment. As our campus is situated in rural area, campus is surrounded by greenery. So our campus is free from pollution, unwanted noise and dust. The green environment of college realize to stay close to nature. The college has started "One Plant adopted Policy" in which each student of 2nd semester will adopt plants from students of 4th semester and second semester students also grow one plant every year. In this way they look after their plants as well as adopted plants.

File Description	Documents
Documents and/or photographs in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants**

Two of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	<a href="#">View File</a>
Circulars and relevant policy papers for the claims made	<a href="#">View File</a>
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	No File Uploaded

#### 7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

1.6331

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statement on green initiatives, energy and waste management	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

Sri Guru Gobind Singh College of Education has been established since 2005 and is situated on National Highway in village Beghpur Kamlooh at the distance of 6 km from Mukerian towards Talwara. The college is approved by NCTE, Govt. of India, and Punjab Govt. and affiliated to Punjab University Chandigarh. The college is accredited by NAAC. The college has double storey building consist of well lighted , well ventilated and fully furnished classrooms, administrative office, well equipped labs, rich library & multipurpose hall . The college offers 2 year B.Ed. course with semester system and D.El.Ed with annual system emphasizing on quality education, analytical approach and creative thinking.

The college is privileged to have a laborious staff who makes all

sort of possible efforts to see the teaching and learning goals simultaneously in healthy learning environment so that student have academic bent of mind and the behavioral modulation for being successful teachers. Also there is a provision of indoor & outdoor games for the students.

File Description	Documents
Documentary evidence in support of the claim	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized**

**B. Any 3 of the above**

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	<a href="#">View File</a>
Web-Link to the Code of Conduct displayed on the institution's website	No File Uploaded
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	No File Uploaded
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)  
Describe any two best practices successfully implemented by the institution as per NAAC format

1. Morning assembly is organized by different Houses in every week on Wednesday under the guidance of Principal Madam and House In charge. Morning assembly starts with prayer and it includes thought of the day, News, General Knowledge Quiz. Article on some special days and it is ended with National Anthem. It is mandatory for the students and teachers to participate in Morning assembly. It builds Character and values among students. It inculcates many good qualities like discipline, punctuality, cooperation, sympathy, kindness, and many good behaviors among students and teachers. This is the best practice which we are following from last many years and it has a very good impact on our teaching-learning process.
2. Our college has a green campus situated in a village. Our college has a lawn, garden, playground etc. We organize Environmental programs like plantation drives, cleanliness drives, poster making competition on environment, Rally on save environment, lecture on eco friendly habits, celebration of environment related days etc. Our college has solar energy panel, solid-waste management system, save energy devices etc. We are doing every efforts to make our college green campus.

File Description	Documents
Photos related to two best practices of the Institution	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

Our Institution is situated in the lap of the nature. It has taken initiatives to make its campus sustainable in the areas of sanitation, Hygiene, waste management, Water management, Energy management and greenery management. College has achieved certificate of recognition as the sustainable campus. The fragile and ecologically sensitive ecosystem is being nurtured properly by the institution and has gain distinctiveness in making sustainable campus. Most of the students and parents park their vehicles in parking areas. It is a good initiative for better environment. College eco club educates the students to use eco friendly materials. It encourages to use cloth made bags or leather made bags

and to use reusable water bottle. Our college has installed solar energy panel and uses LED bulbs to conserve energy. The solid biodegradable waste collected from the classrooms and lawn is dumped for decomposition to be used as a source of bio-fertilizers. During the autumn season, a large quantity of fallen dry leaves are collected and dumped to decompose for manure.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>