



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	POST GRADUATE GOVT. COLLEGE
• Name of the Head of the institution	Dr. Abha Sudarshan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01722678022
• Mobile no	9888483875
• Registered e-mail	gc46chandigarh@gmail.com
• Alternate e-mail	iqac46chd@gmail.com
• Address	Sector-46, Chandigarh
• City/Town	Chandigarh
• State/UT	Chandigarh
• Pin Code	160047
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Panjab University				
• Name of the IQAC Coordinator	Dr. Rajinder Singh Koura				
• Phone No.	01722678022				
• Alternate phone No.	9041203079				
• Mobile	9888199575				
• IQAC e-mail address	iqac46chd@gmail.com				
• Alternate Email address	aqarcollege46@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://pggc46.ac.in/Uploads/AOAR%202019-20.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://pggc46.ac.in/Uploads/Academic%20Calendar%202020-21.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.04	2015	15/11/2015	14/11/2020
Cycle 1	B+	77.00	2004	16/09/2004	15/09/2009
6. Date of Establishment of IQAC			20/03/2013		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	0	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Programmes organized for quality sustenance and improvement. Preparation of the Third Cycle Accreditation Conduct of web-based interactive academic/extension activities for the students A National webinar on the theme 'National Education Policy 2020: A New Era from School to Higher Education' was organized on Aug. 17, 2020. A webinar was conducted on the topic 'Cyber Crime and Cyber Law' on June 08, 2021 by the Legal Literacy Club of the college. To commemorate World Intellectual Property Day on April 26, 2021, an Inter-college Virtual Quiz Competition was organized with the dual objective of generating as well as gauging awareness on the critical issue of Intellectual Property Rights.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Teaching-Learning and Health	<p>Reinforcement of mentoring and student support in academics in the wake of COVID-19 pandemic by adopting initiatives that could work well at the department level vis-à-vis teaching, learning and evaluation. Preparing timetable keeping in mind in-person, hybrid, and remote learning models to minimize disruptive learning.</p>	

	Encouraging supportive work environments during the pandemic times by increasing vaccine mandate for the teaching and non-teaching staff; random/periodic COVID testing; prioritization of students above the age of 18 in COVID vaccine roll-out. G-suite for education was made available. Constitution of COVID management committee.
Green Initiatives	Plantation Drive Awareness campaigns Upgradation of greenhouse Creation of green space on both sides of the college ramp
Infrastructure	Completion and inauguration of landscaping-cum-beautification project. To develop greater employee autonomy, manage good cleaning practices and to enhance employee productivity, renovation of administrative office space was taken up.
Student Progression	It was decided that a student exit survey should be conducted so that it could be assessed where the alumni have been recruited and what are their future career intentions.
Circulation of enrolment forms	Keeping in mind the interest of students in sports, NCC, NSS, etc., enrolment forms were circulated amongst the students.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	10/02/2022

15. Multidisciplinary / interdisciplinary**16. Academic bank of credits (ABC):****17. Skill development:****18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):****20. Distance education/online education:****Extended Profile****1. Programme**

1.1 05

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

File Description	Documents
Data Template	View File

2. Student

2.1 2345

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 260

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

File Description	Documents
Data Template	View File

2.3 870

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 58

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 64

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	05
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2345
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	260
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	870
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	58
File Description	Documents
Data Template	No File Uploaded

3.2	64
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	105.62
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	177
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Our College is an affiliated college under Panjab University, Chandigarh. Board of Studies as per guidelines of university prepared and updated the curriculum and our college prepares action plan for effective implementation of same curriculum designed by the university by following Academic Calendar of the university. The basic purpose of this action plan is to acquaint the student with the newly updated syllabus and examination pattern coming under university examinations. The implementation mechanism starts from classroom teaching where the students are acquainted with the updated syllabus. During the classroom teaching, each teacher covers all the portion of the syllabus perscribed by the university and the teacher concerned provides relevant study material to the students. The teacher also provides a list of reference books to the students. After completion of the syllabus, doubt clearing sessions are organized by the teacher. Owing to the COVID-19, Pandemic as per the instuctions issued by the university, the mode of classroom teaching was a hybrid mode

which includes both offline and online. For effective implementation of the curriculum, the classroom teaching is supplemented with projects, case studies, group discussion, role plays, screening of documentaries, webinars, workshops, guest lectures to supplement the effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://pggc46.ac.in/

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

The college adheres to the academic calendar for conducting continuous internal evaluation as per the guidelines of Panjab University. Internal evaluation is done in the form of Mid-Semester Tests that are conducted at the middle of every semester. At the beginning of the session, an Examination Committee is constituted by the Head of the institution for conducting examination. To evaluate factual, conceptual and global understanding of the prescribed syllabus, the question papers are set by concerned subject teachers. Further, Date sheet of Mid-Semester tests is prepared by examination committee and displayed on college notice board/ social media platform. Due to the ongoing COVID-19 pandemic, as per guidelines issued by university, the mode of internal exams was online for both theory and practical-cum-viva-voce. The Evaluation work was completed by the respective departments and to complete the learning cycle, honest feedback was given to the students. Marks of Mid-Semester tests were uploaded on the e-Campus Software by concerned teachers/ departments to ensure transparency. Students are given internal assessments on the basis of their academic performance in Mid-Semester test, attendance and assignments as elaborated in 2.5.1(Criterion2).

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://pggc46.ac.in/

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

03 (Elective System)

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our College is affiliated to Panjab University, Chandigarh and the curriculum is designed by the University. Professional ethics, Gender issues, Human values, Environment and Sustainability are introduced in the curriculum of Arts, Commerce and Business Management.

Environmental study is a compulsory subject in B.A., B.Com, B.B.A and B.C.A in the first year. In addition to this, the college also offers environment conservation as an elective subject in B.A. and Environmental geography paper in Geography honours for comprehensive understanding of environmental concerns. Professional ethics and Human values are introduced in the form of subjects like Business ethics & Corporate governance, IFRS, Industrial labour and legislation in Commerce and Business management curriculum; human rights and society topics in Public Administration & Political Science; security studies in Defence studies; Indian ethics and World ethics in Philosophy; Social problems of contemporary India in the Sociology curriculum. Gender Issues are covered in reservation policies, constitutional provisions especially for women, visit to the court are covered in Political Science; Sex ratio, education of child mortality in

Sociology; Gender issues in History; demographic issues in Economics; in form of poetry, drama and novels in Hindi and English literature.

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

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

06

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

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

294

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://pggc46.ac.in/naaciqac.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://pggc46.ac.in/naaciqac.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2345

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

152

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The learning levels of the students are identified by the respective faculty members through class tests, assignments and presentations. The mid-semester examinations are also conducted to assess the learning levels of the students.

The institution identifies the advance learners by:

Criteria for assessing advanced learner

- Assessing their class performance
- Analyzing their marks secured in various examinations.
- Monitoring their attendance, punctuality and discipline in the class

Special programmes organized for advanced learners:

Special programmes organized for advanced learners so as to motivate them by participating in quiz competitions, seminars/ presentations and group discussion. The students are also encouraged to write articles, poems, short-stories, etc. for the college magazine, newsletter etc. In addition to this, extra informative books are provided by the concerned teacher. Apart from this, to enhance their knowledge, the advanced learners may also be given a choice to pursue Honours out of the ten honours subjects that the institution offers.

Measures taken for improving academic performance of slow learners:

To improve academic performance, need-based individual academic counseling is done, by the concerned subject teacher. They can also learn by sharing and caring as various informal student study groups are formed for peer learning.

They are given extra assignments, notes, solved question papers and are paid individual attention. They are also provided with additional hand written supporting material etc. so as to arouse their interest in the subject.

Even extra classes are offered at the departmental level to help students overcome learning difficulties in the regular classroom. Students with conceptual difficulties are identified by the respective subject teachers.

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

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

Number of Students	Number of Teachers
2345	58

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The vision and mission of the statement clearly states that the entire process of the college is student oriented and focused on their overall development.

Department of Geography organized one-day trip to study the physical and cultural landscape. Apart from this department used various digital modes like Interactive pads, visualizer and interactive boards. Department of English introduced documentaries as a part of syllabus to enrich the experiential learning of the students. The students of Psychology Department participated in

different activities like, posters, presentations, chart making, etc. Department of Physical Education organized various participative events like Yoga, Athletics, Football and Ball badminton for students to get them involve in actual learning of the subject matter .

This type of learning is quiet apparent in the actual learning process of our college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Most of the Classrooms are well-equipped with the Projectors, Screens, Electronic podium and White Boards. The college has also installed separate Wi-Fi units inside the campus. Further, it has computer labs with internal Local Area Network (LAN). Broadband Leased Line Internet connectivity is highly useful. Dept. of Geography. Geography laboratories specialize in the development of qualitative and quantitative research skills in college with exclusive Arc GIS 10.5 Software for doing geospatial analysis, cartography, Google/satellite imaging, topo sheets, geo-referencing, digitization, interpretation and mapping. The English department regularly use film screening of the adapted novels, drama or short story, but due to online classes it is not held this year. Apart from this, the department has created a column of Mobile books to facilitate the students. Various departments have created Personal Blogs through which they shared all the information related to academics as well as extracurricular activities and update the students regarding upcoming events in the college. Social media is skillfully used by the college through WhatsApp groups. The Departments has developed e-content for all the streams and the same has been uploaded on the college website. To keep our students and teacher's pace with the changing scenario library is regularly updated with online resources, INFLIBNET membership is regularly upgraded and N-list, and allied e-resources, SPSS software are provided free of cost.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

35

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

2.4 - Teacher Profile and Quality

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

58

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

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

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

02

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

741

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college diligently follows the norms prescribed by Panjab University, Chandigarh. As per the latest norms for the internal assessment in the semester system, 50% weightage for MSTs, 30% for class projects and 20% for attendance is distributed.

To access the progress of the students regularly, multiple assignments (descriptive, objective, practical oriented and project work etc.) are given to the students.

At the onset of the session, an Orientation Programme is conducted for the newly admitted students of BA/BCA/BBA/BCA/BCom but due to Covid-19 situation it was not held this year and the Registrar Examinations informs the students about the criteria to be followed for internal assessment which is done on the basis of regularity, class participation, marks scored by the students in the mid semester examinations and various assignments given to the

students by the subject teachers.

Due to plethora of courses available in the college, various criteria followed are as given - Viva-voce Examination in Functional English; Project Works in Commerce, Advertisement Sales Promotion, Defence and Strategic Studies, Management; Practical Viva voce in Geography, Psychology, Fine Arts, Physical Education, Music-Vocal & Instrumental, Computer Applications and English Communication Skills in Commerce & Management are conducted as per the guidelines of the Panjab University.

The students are informed about their attendance by displaying on the notice- board and internals on the e-campus and discussed with students to remove any discrepancies.

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

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

To ensure impartial examination, all the norms of the Panjab University are followed by our college.

Normally, as per the usual practice, to ensure proper conduct of exams, one invigilator used to be assigned per 40 students. Random frisking was done. But owing to COVID-19 pandemic examinations were conducted through online mode. Email-ids on which the students were suppose to mail their answer sheets within the stipulated time (as per the instructions issued by the examination committee) were shared before hand with the students. Answer sheets were also evaluated through online mode.

Internals - As per the reforms in the internal assessment for the semester system, 50%, 30% & 20% weightage is stipulated for MSTs, class projects and attendance.

Examination branch keeps a check that the duties of the same departments are not set while conducting the internal examination to avoid any influences. If there are any grievances in the question paper, the examination branch takes responsibility to resolve it. Internal evaluation is done by the concerned faculty members and is, at random, cross verified by the HODs.

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

2.6 - Student Performance and Learning Outcomes

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

The mission statement of the college expresses that the approach of the college is towards the holistic development of students. Along with academic pursuits, the college also endeavours to encourage productivity, lifelong learning, and ethics in the students. The programs/courses offered by the college are delivered and disseminated in the class to enhance the employability of the students in the field and instil in them the values that will make them responsible citizens of the country.

Students are offered simple lines of communication through the college website. Each department also has a blog where the latest news and information is displayed at regular intervals. Students can also find the contact details of the faculty through the college website and department blogs. Along with traditional notice boards, the college has a digital display board on the campus that provides and displays information, notices, events, etc. For a more interactive interface between students and teachers, College has initiated an online portal i.e. e-campus solution in which students can get details of their mark list of mid-semester exams, attendance, internal assessment marks, etc. from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://pggc46.ac.in/Uploads/courseoutcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The programme outcomes, programme-specific outcomes, and course outcomes of the students are evaluated at the university level and internally as internal assessments at the end of each semester. The institution also monitors the achievement of programme outcomes by taking feedback from the alumni students. Feedback helps to understand whether students have fully understood the contents of the curriculum and the course or not.

Programme-specific outcomes are measured through both academic and non-academic performances. The performance of the students in the internal and external examinations, practicals and assignments, participation in-class activities, role in departmental activities are some of the ways in which programme-specific outcomes are measured.

For systematic and successful attainment of POs, PSOs, and COs, faculty needs to take the measure of the preparedness as well time-bound completion of the syllabus. Every faculty prepares a course completion plan, instructional pedagogy, and course completion report each semester.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

687

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://pggc46.ac.in/Uploads/Student%20Satisfaction%20Survey%20Feedback%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

02

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

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

During ythe COVID-19period,all the teachers rose to the occasion & made technical & academic arrangements for thetransmission of knowledge to the students through online mode. This not only helped the students to complete their syllabus but also prepared them for writing the university exams. Also, it was not possible to organize seminars in offline mode & therefore the institution resorted to organized webinars by using technology & innovative methods. All the departments organized one or more webinars on the burning academic issues like National Education Policy, 2020, Issues & Challenges of Cryptocurrency, Revamping Education Sector Digitally & recent trends in the economy etc. As a result, the students upgrade their skills & level of knowledge. EDP Cell of the college organized workshop for 03 days for preparing students to become entrepreneurs in today's world & achieve the goal of "Atam-Nirbhar-Bharat". Students were, from time to time motivated & encouraged & circulate moral values in their livesto become good citizens.

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

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

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

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

10

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

11

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

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

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

29

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

3.4 - Extension Activities

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

The college organizes various extension activities to promote the institute-neighbourhood community to sensitize the students toward community needs. The college runs effectively National Service Scheme and National Cadet Corps Units. Besides these units, various other departments of the college are particular in their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Road Safety, Soil and Water Testing, Plastic eradication, visits to orphanages and anganwadi, Voter's Awareness Campaign, Blood Donation camps, Dental check-up camp, etc. A wide range of programmes, workshops, talks, etc. were organised by the institution on different issues such as AIDS awareness, drug de-addiction, community hygiene and sanitation, etc. throughout the year. Such programmes focused on students' mental health and ensured their holistic development. Various social activities through Cells, Societies and Units were carried out wherein students were trained (with the help of lectures, discussions, webinars, etc.) to serve the society in more than one way viz-a-viz.

cleanliness, environmental awareness, social interaction, helping the economically weaker sections, creating awareness and preparedness to fight COVID-19 pandemic, etc. In addition to this, the students also undertook industrial visits to have first-hand information on various aspects of the industries functioning in Chandigarh and it served as an opportunity for them to learn practically through interaction as opposed to theoretical knowledge being taught at their college classrooms.

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

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

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

13

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

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

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

27

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2061

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

06

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus spread over nearly 11 acres has excellent physical facilities to support the teaching-learning process. Conducive teaching-learning environment is supplemented through high-tech, well-furnished and spacious smart classrooms, aesthetically designed lecture classrooms, seminar room, multimedia hall, BCA labs, Environment Conservation lab, Functional English lab, Geography labs, Psychology lab and UGC Resource Centre.

Auditorium: The state-of-the-art auditorium of the College reflects the commitment to provide students with the best of conveniences. It is equipped with a full-fledged audio-visual system; a digital projection system and around a seating capacity to accommodate around 750 persons, the College auditorium is the stage for several significant programmes throughout the year.

Bookshop: It is a one-stop shop on campus for textbooks, stationery, tech accessories, photocopier and much more.

Sports Arena: We offer a wide range of recreational sporting opportunities to all our students to play for fun, compete or

represent making optimum use of our Badminton Court, Football Ground, Ball badminton Ground, Volleyball Ground and Yoga Hall. Intensive training is imparted under expert guidance.

Other than these, the institution also has a Wi-Fi enabled campus, CCTV Surveillance Facility, Generator, solar panels, well-stocked college library with the latest software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf

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

Cultural Activities: The College has a lot to offer to the students through cultural activities like Panjab University Youth and Heritage Festival where a lot of Cultural events organized like Giddha, Bhangra, Folk Dance, Group Dance, Group Shabad, Orchestra, Folk Items, Traditional songs, Poem and Story Writing, Quiz, Fine Arts events and Heritage events like Vaar, Kaali, Kawishri singing, Dasuti, Pakhi making Rangoli, etc. The students have provided prizes at every level at the Intra and Inter-college competition as well as Youth and Heritage Festivals at the Zonal, Inter-Zonal and National.

Sports : The college has a large and well-maintained play ground for playing various games/sports like Football, Cricket, Baseball, Kho-Kho, Kabaddi, Athletic, Ball Badminton, Wrestling, Boxing, Table Tennis, Kick Boxing, Softball etc where training and tournaments are regularly held.

Sports/ Games (Indoor facilities)

- Carom Board 05 (29 × 29 inch square playing surface)
- T.T Table 02 (9 feet long, 5 feet wide and 2.5 ft high)
- Badminton Area (20 feet by 44 feet)
- Wooden Chess Board 05

Sports/ Games (Outdoor facilities)

- Football Ground 01 (90 meters x 120 meters)

- Volleyball Ground 01 (09 meters x 18 meters)
- Athletic Track 01 (400 Meters Standard Track)
- High Jump Mattress 01(06 meters x 04 meters x 0.7meters)
- Long Jump Pit 01(09 meters x02.75 meters)
- Kho - Kho Play ground(27 meters x 16 meters)
- Cricket Ground with pitch and half pitch mat(20.12 meters x 03.05metres)
- Ball badminton Ground(12 meters x 24 meters)
- Shot Put Ground (circle 07 feet in diameter)
- Discuss Ground (08.2 feet in diameter)

Yoga Hall Facilities

- Yoga Mat 15(24 inches x 68 inches)
 - Boxing punching pad -02
 - Judo Practice Kits -05
 - Floor Mating in Yoga Hall
 - Taekwondo Practice Kit
 - Kick Boxing Practice Kit
 - The Multi-Gym with modern facilities exists onthe college premises to motivate students to be health-conscious and exercise during leisure time.
- Motorized Treadmill -02
 - Massage Chair -01
 - Foot Massager- 01
 - Body Vibrator -01
 - Medicine Ball -10 Different Weight
 - Skipping Ropes -10
 - Multi Gym -01
 - Weight Rods -05 Different Weight
 - Weight -400 Kg Different Weight
 - Sony 5.1 Music System
 - Exercise mat -10
 - Dumbbell -05 Pairs Different Weight
 - Exercise cycle -01

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

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

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

79.23

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software :LIBSYS (Web Centric L.S. Ease Software)
- Nature of automation (fully or partially):Partially Automated
- Version: Latest Year 2020
- Year of Automation:2006

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://pggc46.ac.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

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

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

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

0.05900

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

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

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

49

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

4.3 - IT Infrastructure

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

LAN facility:

LAN facility is available in the college. LAN interconnects computers within the college campus, Devices connected to a LAN are able to access data from any machine that's connected to the network. LAN facility has been provided in the three computer Labs of the Department of Computer Applications; Library; UGC Resource Centre; Functional English Lab and the Administrative Block.

Wi-Fi facility:

Wi-Fi facility has been provided in the college campus for the students and the faculty members. With the help of Wi-Fi data communication has become faster in the college campus. Faculty members can easily browse for the latest information regarding any topic from almost anywhere within the campus.

Licensed Software:

Windows 10, Windows 8, Windows 7, Windows Vista, Library Management Software, Campus Solution, C-C++ Language (Turbo/1), MS-Office 2007/1, MS office Professional 2000/2, MS Office 2019/40, Visual Studio Professional editor-1, Fox Pro/09, FORTRAN Academic/1, Adobe Photoshop/1, Lotus Smart Software/2, Linux Operating/1, Oracle 8i/1, Word Processor/3

Cyber Security:

Nebero system Anti Virus/1 (Licensed Software), LYBSYS.

In the wake of COVID-19 almost all aspects related to college working apropos admissions teaching learning use of ICT tools,

examination etc. required a major shift. G-suite for education was purchased for remote learning with features like hosting virtual meetings, group chat, to keep everyone connected and making it easy to work and learn from home.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/my-drive

4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

26.39

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

- **Computer Laboratory:** The College has Computer Laboratories, which mainly cater to the academic needs of students. The equipments in Computer Laboratories are maintained by the college by the technical staff from time to time. Lab assistants are required to take care of respective laboratories under the guidance of the head of the departments for the upkeep of the equipment placed in the labs and also to ensure the smooth functioning of their labs. Daily wipe down of all equipment exteriors and weekly deep cleaning of all the gadgets is taken care of.
- **Library:** The Library of the College is computerized. The support and maintenance is done by the college. The use of ICT through OPAC and LIBSYS library management software has provided value-added information services as well as digital-based information sources to the visitors. The regular stock verification process is carried out by the library annually and this process provides opportunities to weed out long unused books from the library.
- **Sports Complex:** The College has separate playgrounds for the sports of Kabaddi, Kho-kho, Cricket, Basket Ball and Foot Ball. These grounds are maintained regularly. The grounds are utilized during the various sports festivals organized by the College. The College has well-equipped facilities for indoor games like chess, carrom, table tennis, etc. The equipment required for these sports are maintained by way of inviting the technicians on call-basis. The College also has agymnasium and a trainer engaged for themaintenance of all the equipments installed in the gym.
- **Computers:** The College has 200 computers installed in various laboratoies, colleg library, adminstrative office, UGC resource center, IQAC Room, and Examination Room,

Seminar hall, departmental rooms, etc. All these computers are optimally utilized for academic, administrative and examination related work.

- **Classrooms:** The College utilizes the classrooms located in the college under Arts, Commerce, BBA & BCA departments for conducting lectures and other academic activities such as group discussions, presentations, seminars, workshops.
- **Other facilities:** During COVID-19, COVID Management Committee was formed for implementing the Standard Operating Procedure (SOP) issued by the Ministry of Home Affairs, Government of India; Director Higher Education and Panjab University, Chandigarh, to manage the spread of COVID. In addition, automatic sensor hand sanitiser disinfectant spray machine liquid dispensers were installed and forehead temperature measurement was done at entry point under the supervision of the caretaker of the college. This served as an important support facility during those unprecedented times.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

68

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

275

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

187

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

187

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

57

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

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

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

04

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

5.3 - Student Participation and Activities

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

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

12

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

A student council is a democratic representative structure through which students are electorally enabled to involve in the various affairs of the college. The student council aims to constructively collaborate with the management, faculty members and student community for the welfare of the institution and its students. Working in a structural partnership with management and students, the student council can enhance the communicative channels between the authority and the students (Elected representatives of Student council members of various administrative committees like Sexual Harassment Committee, Student Aid Fund Committee, IQAC etc.), the institute's functioning, and improve academic standards. Through a well-established council, students get ample opportunities to acquire communication and organisational skills and develop a sense of ownership of the institution and its diverse academic, cultural and economic activities. It enables the elected members to take responsibility for multiple projects and exhibit their managerial skills in taking initiative and executing the plans. The student council performs various functions such as mentoring and monitoring all the student activities to achieve its set targets, coordinating all the student activities run through the various clubs. The college also has an Electoral Literacy Club & Legal

Literacy Club to enhance students' political and Legal understanding. Moreover, every year on 25th January Voters Day is celebrated. Students are given an opportunity to express their views by participating in Activities like Paper Reading, Slogan Writing, etc. Council members play an active role in College Annual function, College Sports and during new admission. Inputs and suggestions are sought from Students' Council members when organizing student-related events. The student council of 2020-21 could not be constituted due to the COVID-19 pandemic.

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

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

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

10

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

5.4 - Alumni Engagement

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

For the last few years, the Alumni Association of Post Graduate Government College, Sector 46, Chandigarh, has been continuously growing in terms of its number and its effectiveness. During a long journey of more than 37 years, our college gained new heights and accolades. The students of this college are serving society in

various capacities in the public and private working sectors. An educational institution's success is always predicated on the achievements of its students in their careers. The Alumni Association was established to bring such students together to be given a platform where they can connect with each other. This initiative would also help them develop a fresh relationship with their Alma mater. During the convocations, we registered the outgoing students with the college Alumni association. We offered positions to the students in the association so that they are motivated towards working to bring the alumni together. We worked untiringly towards this end, and the result is that the Alumni association is continuously growing more substantial. There is a practice of organizing guest lectures on issues of local/national importance, as a part of the Alumni connect. Academic and career counseling sessions were conducted during the session with several alumni acting as mentors. Alumni Association of PGGC-46 has 805 alumni registered. However, the college is in the process of registering the Alumni association soon. Due to the pandemic situation, it was not possible to organize Alumni Meet physically in 2020-21. However, the Alumni Association of college organized a motivational lecture through e-mode on 12th Feb 2021. The webinar aimed to inspire the students to stay motivated to achieve their dreams and goal in life. CA Mastan Singh Chambyal, Dr. Gurjinder Singh, Assistant Professor, Department of Commerce of PGGC-42, Chandigarh and Mr. Naveen Kumar, Advocate of Punjab and Haryana High Court were the keynote speakers. The motivational speakers of the event studied in the 2005- 2006 batch of the college.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Post Graduate Government College-46 is a premier institution of higher learning established in the year 1982. Since then, it has been working in tune with the vision and mission of the institution and made rapid strides in academic excellence, both qualitatively and quantitatively.

The motto of the college 'Light is Life' ignites the fire within, aiming at a comprehensive and value-based learning system for academic excellence, development of skills, character building, and the holistic development of the students. All the policy matters and action plans are discussed and deliberated upon thereby promoting a collaborative environment. Under the overall supervision of the Principal, the Dean, the Vice Principal, the heads of various departments and senior faculty members may offer their perspective, knowledge, insight, and proposals which could transform into proper implementation. A committee comprising of 4-5 members is constituted in consent with the Advisory Board and a potential map of activities (that are to be conducted throughout the session) is chalked out. Official notices are issued along with the guidelines, defining the roles and responsibilities of the committees. The activities are carried out and evaluated by the IQAC. The administrative staff is also given a job map along with the roles and responsibilities and the work of the institution is smoothly carried out within the purview of the rules and regulations framed by the government.

File Description	Documents
Paste link for additional information	http://pggc46.ac.in/visionmission.html
Upload any additional information	View File

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

Decentralized and participative management practices need to be clear and realistic with mandatory effect on enhancing the efficiency of the existing working environment. For executing this, strategic reforms are designed and practised in the following ways:

1. Decentralization in Teaching Process for establishing

Innovative Teaching-Learning Environment.

2. Decentralization in Administrative Hierarchy.

Above stated practices will go a long way in grooming leadership at various levels.

Case Study: Leadership can effectively be visible through the decentralized and participative management system applied in publishing the college magazine "Amaranth." Though published online this session, the college magazine was an impressive mix of creative ideas penned by students under the guidance of their teachers. It provided an opportunity to the students for voicing their concerns and views on science, literature, politics, burning issues, and other varied fields. During the entire process, the students' editorial board or the magazine committee was formed based on the creative, aesthetic and innovative capabilities of students and student editors of various sections of the magazine, namely, English, Hindi, Punjabi, Sanskrit, Commerce, Planning Forum, Information Technology and Environmental Studies were assigned duties with regard to publication's layout, design, style and tone. Our student editors worked tirelessly with staff editors of different sections to bring the annual issue of Amaranth to fruition. The college magazine led to an extended inquiry and learning beyond the classroom. This collaborative activity helped in cultivating the qualities of a springboard writer, editor, poet, proofreader and above all, a leader. More importantly, the students learnt to work in a collaborative environment towards this common goal. After seeking approval from the Head of the institution, the final draft of all the write-ups was compiled by the Chief Editor and uploaded to the college website.

File Description	Documents
Paste link for additional information	http://pggc46.ac.in/UPDATED%20MAGAZINE%202020-21.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan implemented in the sphere of Information and Communication Technology (ICT) is as follows:

1. **Technology-Enabled Spaces:** The institution has technology-enabled smart classrooms, a UGC resource centre, seminar room, multi-media hall and laboratories.

College is attributed with spacious, user-friendly and comprehensive library services, and INFLIBNET membership. The library has access to e-resources, including e-journals and e-books under the N-LIST programme. The college library has the latest version of LIBSYS, a Library automation system that gives end to end manageability of the library operations through its comprehensive modules. The library has access to 6094 electronic journals and 31,39,309 electronic books including e-books available through national subscription. Audio & Video CDs, computer and internet facility is available for the students inside the library.

2. Infrastructure

Internet Facility: LAN and Wi-Fi Facilities have been provided to the students and the faculty members, enabling them to easily browse within the campus.

Licensed Software: Windows 10, Windows 8, Windows7, Windows Vista, Library Management Software, Campus Solution, C, C++ Language, MS-Office Professional 2000/2, Visual Studio, Fox Pro/09, FORTRAN Academic/1, Adobe Photoshop/1, Lotus Smart Software/2, Linux Operating/1, Oracle 8 i/1, Word Processor/ 3, Nebero System Anti-virus/1, Quick Heal Anti-Virus, MS-Office 2007/1, MS-Office 2019/40, Arc GIS 10.5 Software.

E-learning: Every department has developed e-content and uploaded it to the college website. College is also well equipped with all the essential things required during the online classes system in the COVID pandemic period. Departments are having fast speed internet facilities, interactive pads, computers and G-Suite for online teaching.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://pggc46.ac.in/Uploads/strategic%20plan%20of%20the%20institution.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has formally developed a well-organized and effective internal coordinating and monitoring mechanism that has a positive role to play in ensuring quality learning and resource utilization, so that institution's goals and objectives can be accomplished in the most appropriately with apt corrective measures.

With a hierarchical decision-making process, the Principal as the head of the institution is assisted by the Dean and the Vice-Principal. They have been specifically allocated duties by the UT Administration, Chandigarh for successful discharge of administrative and academic duties. Hierarchy is maintained and rules of conduct and discipline are implemented.

Furthermore, all the members of the staff are assigned duties at the onset of the session; committees with conveners as the in-charges are constituted and the conveners have to develop activity planners through teamwork ensuring that the activities are conducted in line with the plan made at the beginning of the session thereby rendering autonomy to the faculty to innovate and plan its perspectives of development of higher education through a structured organization. Every effort to maintain group cohesion in the institution is made through the Committees and Societies.

The college also has a counselling cell which not only renders help to students on the academic/career front but also in case the students face problems related to the personal front or non-academic matters. Thus, it may be said that the college has a democratic set-up where each unit is given autonomy to innovate and plan its perspectives of the development of higher education through structure organization. Therefore, for effective and discipline functioning of the institution, all work in esprit de

corps. Hierarchy is maintained and rules of conduct and discipline are implemented.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.pggc46.ac.in/Uploads/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has implemented the following measures for the welfare of teaching and non-teaching staff:

- The college has a Staff Welfare Committee which helps in creating a friendly work culture among the faculty members. It actively listens, communicates and recognizes the needs of the staff.
- Provision to avail Child Care Leave, Maternity Leave, Paternity Leave, Medical Leave and Earned Leave is provided to the staff.
- Faculty appointments prior to 2004 are eligible for pension

benefits on retirement. Faculty after 2004 are covered under New Pension Scheme (NPS). GPF, gratuity, General Insurance Scheme and leave encashment are availed by as per norms.

- Government accommodation is provided for teaching and non-teaching staff.
- Staff is entitled to take loans against PF.
- Staff Room- well-furnished room with seating arrangements, refrigerator, microwave, water dispenser, AC, heater, Digital Satellite Television service. Other than that Seminar room, Multimedia room, Separate rooms for departments are also provided.
- Well-furnished office room with thirteen cubical cabins, Almirahs, instant coffee machine, microwave, water dispenser, AC, heater, Digital Satellite Television service.
- Group insurance.
- College Health Centre Facility.
- Indoor and outdoor gym-physical fitness facility for the staff.
- Yoga camps and sports activities.
- Employee's Provident Fund (EPF) and Employee's State Insurance (ESI).
- Ramp and special washroom for differently-abled staff.
- Fast speed Internet and LAN facility.
- Face recognition attendance system to maintain workforce attendance.
- 'Work from Home Facility' for teaching and non-teaching staff during COVID pandemic time.
- Automatic Sensor Hand sanitiser Disinfectant Spray Machine Liquid dispensers were installed and forehead temperature measurement was done at entry point.
- COVID Management Committee had been formed for implementing the Standard Operating Procedure (SOP) issued by the Ministry of Home Affairs, Government of India; Director Higher Education and Panjab University, Chandigarh.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1KYlH1Sq9D_lQ7kA3AEiOwLguxxQFwXFL/view
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

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

12

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

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

All database related to employees and employer is saved in 'Manav Sampada e-tool for Human Resources Management System', an integrated software that has a performance management software specially designed to set up a certain set of standards to evaluate and review the work of an employee against certain standards for a fixed tenure. Its main aim is to analyze the employee's development, progress and performance in the organization and to keep in check whether the employee's efforts are directed towards fulfilling the organizational goals.

Employee credentials- This covers general information about the employee- name, address, date of birth, sex, education and qualifications, work experience, date of joining the service, nature of appointment i.e. whether permanent or not, etc.

Self-appraisal- These reports are filled up annually by each permanent teaching faculty member indicating one's overall performance, teaching hours, semester results, research work, academic/curricular/ extracurricular achievements and the appraise forwards it (online) to the Principal, the Reporting Authority and the Reviewing Authority Director Higher Education/Secretary Education, UT Administration, Chandigarh for further evaluation. The performance appraisal of the Contractual teaching faculty is done on the proforma prescribed by the Director Higher Education, UT Administration, Chandigarh with a special focus on semester results, behaviour with the students/colleagues, the teaching methodology used and overall performance. The appraisal of the regular non-teaching staff is also done by their respective Head of the Departments (for onward submission to the Principal of the

institution) following the same procedure that the regular teaching faculty follows. However, the online proforma that these employees fill is a blend of grading scales with a focus on Technical Skills, Soft Skills. In case of any adverse remarks made by the higher authorities, the same is conveyed/ communicated to the concerned faculty member for further improvement. Feedback from students is also obtained at the end of the semester and reviewed. Staff members are given a summarized report of the feedback. Faculty members are advised by the Principal and the Heads of the departments to focus on areas where their performance is not up to the expectations of the students.

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

6.4 - Financial Management and Resource Mobilization

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

The college has an internal audit/check mechanism that comprises of Bursar, Superintendent (Accounts) and the funds' clerk of the college for funds, the accountant and Superintendent (Accounts) for government funds /grants. The PLA (People's Ledger Account) part of the fees received from the students is audited by the Local Auditor by the Finance Department of the UT Administration Chandigarh. It is done periodically to ensure the proper utilization of funds for the welfare of the students.

External audit plays an essential role in verifying financial statements. External audit of the college is carried out by the audit team from the office of Accountant General, Punjab and UT Chandigarh once in three years and an audit of the funds is done by Resident Audit Officer, UT Chandigarh. It is done mainly for the grants/budget received from the government under the heads Office Expenses (Non-Plan) for Capital & Revenue Expenditure, Other charges, Salary, Medical, Scholarship and Material & Supplies plan for payment of salaries of the staff and purchase of items for the college respectively.

The latest audit and inspection of the accounts maintained by the college for the period 01.04.2016 to 31.03.2021 was conducted by

an audit party headed by Sh. Manoj Kumar Gautam (Assistant Audit Officer) and supervised by Sh. Sanjeev Kumar (Senior Audit Officer) of Indian Audit & Accounts Department, Office of the Principal Director of Audit (Central), Chandigarh from 15.06.2021 to 30.06.2021. There were a few observations raised by the audit team and compliance of the same was submitted.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1bFbqLrXg8ZmL0x39AsogoYLGaKvFOv56/view
Upload any additional information	No File Uploaded

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

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

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Strategies for Mobilisation of Funds

College does its best to mobilise the required funds from different sources to meet the expenditure of the college for infrastructure development, academic development, student welfare, etc. Normally, the following resources are used to mobilise the funds:

1. Every year budget is prepared and submitted to the Chandigarh Administration to meet out annual expenditure for recurring and non-recurring expenditure items and services.
2. College also generates funds through the collection of

requisite fees from the students every semester. The fee includes three components viz. Tuition fees, PLA Fund and University Fees. Tuition Fees and PLA Fund is utilised by the college for various activities exclusively for the welfare of its students while the university fee is paid to Panjab University Chandigarh. The college runs two self-financed courses viz. BCA and BBA that provide a significant part of the revenue to the college.

Optimal Utilisation of Resources

The college has a sound financial management system in all the areas of economic activity, expenditure and revenue. A scientific method of expenditure has been adopted by the college.

1. At the onset of the financial year, a notice is served among all the heads of the departments, in-charges of various societies, Committees, etc. to submit their estimated expenditure in the forthcoming year both recurring and non-recurring for the next financial year with justification for every expenditure
2. Then a meeting of the college purchase committee is called to evaluate every proposal submitted by different in-charges to the principal. The purchase committee evaluates every proposal on the basis of its urgency, utility, the outcome of the expenditure, need, priority, efficiency, etc. and makes a list of all the selected items with expenditure.
3. As far as construction and renovation expenditure is concerned, the college advisory committee recommends the required expenditure and submits the same to the Chandigarh Civil Engineering Department. The respective department has their own budget for this purpose and they themselves decide to finalise the new construction and renovation in the college from, time to time.
4. On the basis of the purchase committee recommendation budget is prepared and submitted to the higher authority for approval.
5. Once the budget is allotted again for every item which is to be purchased, the procedure that is followed is as follows:
 - A meeting of the purchase committee is called to decide the item to be purchased, mode of purchase, terms and conditions of the purchase, etc.
 - All the purchases are made as per General Financial Rules.
 - Then a meeting of the technical committee is called to decide the technical specification of a particular

item/service.

- Order is placed through GEM. If not available on GEM, it is bought from the open market through quotations.
- Once the item is procured, the college physical inspection committee physically verifies and inspects the item and submits a physical inspection report to the respective fund in charge to initiate the payment process. Most of the payments are released through PFMS (Public Fund Management System) online to avoid wrong payments.
- The college appoints a Bursar from its senior faculty to check the utilisation of students' funds in the college.

6. College also spends the required amount for different types of functions and activities like, Sports Day celebration, Prize Distribution Function, Convocation, etc. for student welfare.

7. College meets out all the expenditures related to the self-financing courses like BCA and BBA out of their own funds.

8. College also receives grants from University Grant Commission, RUSA under different heads and schemes which made it possible to upgrade the infrastructure in different areas.

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

6.5 - Internal Quality Assurance System

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

The institution has established an Internal Quality Assurance Cell (IQAC) on 20-03-2013 as per the guidelines of the NAAC. With Principal at the helm of affairs, as its chairperson, IQAC has been contributing significantly to structure the quality assurance policies and processes by undertaking various effective measures. Among the regular practices institutionalized as a result of IQAC initiatives the following can be considered as the best two:

1. A Seven-day Special Camp on the theme 'Swachh Bharat Abhiyan and Jal Shakti Abhiyan' (01st to 07th March 2021)

Adhering to all COVID-19 safety protocols, the NSS unit of the College organized a Seven-day Special Camp based on the theme 'Swachh Bharat Abhiyan and Jal Shakti Abhiyan' from March 01-07, 2021. One hundred volunteers registered for the camp. The primary objectives of the special camp were: to make education more relevant to the current situation and to give exposure to the volunteers to face situations where they would have to work as a team. Following activities were conducted during the camp:

1. Motivational and informational talk by Brahma Kumari 'Poonam Didi' and Dr R. Kumar from PGI, they encouraged the students to reach their goals with a calm mind and they teach them stress-relieving exercises. They generated awareness among the students about protective measures against COVID-19.
2. The girl volunteers attended self-defence lessons organized by Chandigarh Police.
3. The volunteers also painted the wall of the multimedia hall under the Swachta workshop organized by Mr Rohit of NGO Swarmani, and the workshop was conducted to learn the methods of plastic waste management.
4. Yoga Session on the importance of healthy life was conducted by Yogaacharya Pooja.
5. A Talent Hunt Programme was also organized and volunteers showcased their talents in dancing, singing, music and poetry.
6. A talk on 'NSS Lifestyle Scenario with NSS Camp and NSS Award' was conducted by Mr Raj Kumar, Youth Officer, Regional Directorate, Chandigarh.
7. Chandigarh Traffic Police conducted a session to spread awareness on the importance of abiding by the traffic rules, and the volunteers were also administered pledge to follow all the traffic rules religiously.
8. A Cleanliness Drive was organized in different parts of the college by the volunteers.
9. A Survey on COVID Awareness was conducted by the volunteers at the village of Ram Darbar. The volunteers went door to door to assess the awareness level of the residents and taught them how to take care of themselves during these unprecedented times. More than 500 residents were contacted during this survey and were given the necessary tips regarding COVID-19 protection and prevention.

2. National webinar on 'Decoding Drug Issues Amidst the Pandemic and Youth Outreach' (11th June 2021)

A national webinar was organized by the Drug De-addiction Society of the college for creating awareness among youth regarding addiction to drugs and its adverse effects. Sh. Narender Singh, Public Prosecutor, Special Crime Branch, Central Bureau of Investigation (C.B.I.), Chandigarh and Dr. Monica Mundial Singh, Chairperson, Centre for Social Work, Panjab University, Chandigarh were the eminent speakers of this occasion. Near about 62 participants attended the event.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

In order to continuously review the teaching-learning process an academic calendar, weekly teaching plan, calendar of activities are formed at the beginning of the session. The review of the teaching-learning process is continuously monitored by the IQAC by evaluating the academic performance of each faculty and strict discipline is ensured through the timetable, proctorial duties, 75% attendance, discipline, etc.

a. **Feedback form System for Improvement in Teaching and Learning Process:** Feedback is an essential part of effective learning. The college has introduced criteria based Feedback Form System to evaluate the performance of faculty and find out the satisfaction level of students on an annual basis. The feedback system based on a 5-7 points scale with yet another column for any suggestions/grievances/remarks etc. is intended to provide information. The information collected through these forms is analyzed further and given to each subject faculty for his/her improvement in the teaching performance. It provides faculty with feedback about their effectiveness as teachers and suggestions that may require wider consultation. Feedback form for syllabus was also filled by students and teachers. Further, necessary improvements have also been taken from time to time by the concerned authorities.

b. **Assessment and Evaluation System for Performance Appraisal of Students:** Assessment and evaluation serves as an in-built monitor

in this institution to review the progress in learning from time to time. It also provides valuable feedback on the design and the implementation of the programme. Though evaluation is a continuous process and a periodic exercise, it is done in a phased manner. To chart a student's 'learning journey', the Examination Board comprising of Registrar and ten other members uses the following evaluation procedures as per Panjab University guidelines to evaluate the performance of students and make teaching-learning effective:

- Online Mid Semester Exams
- Practical Exams
- Viva-voce

The institution has an integrated automation Campus Solution Software that provides an e-governance framework at a single click. Performance/progression of the students in the Mid-semester tests as well as internal assessment marks (theory and practical) are uploaded on the said software.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity is given due importance by the college and it is systematically blended into day-to-day working of the college. It forms an essential part of the curriculum where the university ensures that the youth is sensitized regarding the issue.

A number of activities were organised online addressing various gender issues:

1. A Webinar on the topic 'Pandemic, Power, Problems: A Women's Perspective' on 21 December, 2020
2. Virtual Celebration of Women's Day on 8th March, 2021
3. Virtual Celebration of Mother's Day on 9th May, 2021

Safety and Security:

The Anti-Sexual Harrassment Committee has been constituted in the college under "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013". The committee meets on need basis to address any complaints from students, teaching and non-teaching members and takes necessary action at the earliest. However, owing to the pandemic induced lockdowns, there were no meetings required and/or held concerning women safety issues at the campus.

Counselling:

Owing to the Covid-19 pandemic, the counselling sessions were

blended with the online activities of SAHASI- The Gender Equity Society, which werelimited to the online mode only.

Gender Equity and Women Development Society at the College is very active. It monitors all activities and training programmes related to safety and security organized in the college centrally. Experts are invited from the industry to conduct workshops and various sessions related to women safety like self-defence, etc.

Common Room:

The college has a spacious Boys' Common Room and spacious and well-equipped Girls' Common Room with attached washroom, furniture, sanitation machine and drinking-water dispenser.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Post Graduate Government College has always strived towards taking positive steps towards waste management:

Solid Waste Management

The college has installed more than 60 waste bins to avoid any litter on the campus premises. In order to maintain cleanliness, the campus is declared as a plastic free zone. The shops and eateries within the campus are prohibited from using plastic bags or plastic utensils. All solid waste collected in the college is disposed of through proper channels where the waste is auctioned through approved government contracts. Apart from this, instead of burning, the dry leaves are dumped into the composting pits so that they return to the earth as natural manure.

Liquid Waste Management

The liquid waste generated within the campus is eliminated through well maintained sewage system. The sewage network is well equipped with an efficient underground drainage system that helps avoiding accumulation of such waste and also ensures that there is no stagnant water where mosquitoes may breed.

E-Waste Management

The e-waste generated within the campus is eliminated using various modes approved by the U.T. Administration. Similarly, the old batteries are also exchanged with the new ones under the buy-back scheme.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities

(Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Various sports, cultural, social and lingual activities are organized throughout the year in the college.

- A National Webinar and an Inter-college Slogan Writing Competition were organized on the occasion of 'International Human Rights Day by the Club in collaboration with the RUSA Cell of Post Graduate Govt. College, Sec-46, Chandigarh on December 10, 2020,
- Intra-college Essay Writing, Poster Making and Slogan Writing Competitions were held virtually in January 2021 on the menace of drugs and to create awareness .
- An Intra-college Online Essay Writing Competition was organized on the topic 'Life, Writings and Teachings of Guru TegBahadurJi' on Feb. 09, 2021.
- A Motivational Lecture was organized regarding substance abuse at the NSS Camp held on the college campus from March 01-07, 2021. 100 NSS Volunteers were present on the occasion.
- Drug De-addiction Society of the college organized a National webinar on June 11, 2021, on 'Decoding Drug Issues Amidst the Pandemic and Youth Outreach'. Sh. Narender Singh, Public Prosecutor, Special Crime Branch, Central Bureau of Investigation Chandigarh

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year, the college celebrates Independence Day and Republic Day in the college campus where flag hoisting and unfurling of flag and various cultural activities are organized to pay tribute to the freedom fighters and security forces. It is a practice that aims at inculcating the feeling of patriotism amongst students. Besides, on the Independence Day, a solemn pledge to build a 'New India' free from poverty, corruption, terrorism, communalism and casteism is administered to the students and teachers. Every year, Constitution Day is celebrated to spread awareness about Indian constitution. On this day, to enlighten the students, the college organizes talks and lectures highlighting the significance of constitution and its role in defining fundamental political principles, fundamental rights, directive principles and the duties of citizens. National Voters' Day is observed every year in

the college by administering a pledge on exercising one's right to vote. Various activities like Slogan Writing and Paper Reading contests on 'Value of Vote' are organized to mark such days ensuring active participation of students.

- Based on the Theme - 'Making Our Voters Empowered, Vigilant, Safe and Informed', National Voters Day was celebrated on Jan.25, 2021, in collaboration with the Electoral Literacy Club. To create awareness about achieving the target to register every eligible person as an elector in the electoral roll amongst the students, a pledge was administered to 70 students and faculty members.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf
Any other relevant information	Nil

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

4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

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

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

There are many more events celebrated in the college.

- The college celebrates the Independence Day every year on 15 August to celebrate the Independence of India.
- The college celebrates the Republic Day every year on 26th January to mark the establishing of the constitution of India.
- The Birth Anniversary of Sardar Vallabhbhai Patel on October 31 is celebrated as Rashtriya Ekta Diwas (National Integration Day) every year, focusing on the unified diversity. The Integrity Pledge is administered to the students as well as the teaching and non-teaching staff of the college. On this occasion a rally is taken out by NSS volunteers to garner public support for rooting out corruption at all the levels.
- Cleanliness Drive (Swaachha Abhiyan) is observed by the College on 2nd October (Birth Anniversary of Mahatma Gandhi), where all the members of the society along with college staff and students participate in the drive. Awareness rallies are flagged off at Ram Darbar, Chandigarh.
- The college also celebrates Voters' day to promote voting awareness in a democracy on 25th January every year.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1

Title: Ramdarbar: Adopted Village

Objectives of the practice:

Society is battling with social evils that accentuate, and to some extent, perpetuate the social divide. It leads to so many problems within the society that threaten to create an environment which is detrimental to not only the growth of individuals, but also to the society as a whole. Our initiative of adopting a peripheral village of Ramdarbar in Chandigarh is a small initiative towards creating a space where the social barriers are broken and people from across communities are brought together for positive changes within the society. The NSS unit of the college has been taking far reaching steps in order to bring the residents of the village into the mainstream of society through activities like Tree Plantation Drives, Cleanliness Drives, Blood Donation Camps, and many more. Such activities are beneficial not just to the target demographic alone. They are also aimed at imparting critical life skills to the students and other stakeholders of our college and teach them the importance of taking everyone along on the path of growth and development. We, at Post Graduate Government College, Sector 46, Chandigarh believe that purpose of education is not just to impart the set curriculum but also make practical use of it so that it is of service to the society as a whole.

The Context

Conceptualizing the practice was easy while its implementation was

met with challenges which the college authorities were prepared for. Many student volunteers came from different economic groups and may not have been aware of the conditions that the residents were living under. The teacher in charges, preemptively, make students aware of such differences by allowing them exposure and preparing them for it in different ways. During the NSS camps and other events at the college, the students attend special lectures where they are specifically familiarized with the need for social service and how it is crucial in the present day if we have to aim for a collective and inclusive development of society. This had a positive impact on student volunteers and they took the onus upon themselves and have been working tirelessly with the residents of the village.

The Practice

While most other activities in college are, somehow, academics oriented, this initiative was designed to engage students beyond the ambit of curriculum. It is extremely important in higher education that students are prepared to meet the challenges of life that they may face in the real world. While the current trend among the youth of today is seeking employment with monetary aspect as the primary one, the fear is that the spirit of service is destined to take a backstage. The invading trend of consumerism has been breeding a culture of taking, rather than giving among today's youth. In such a scenario, it is extremely challenging to bring students out of the enslavement of consumerism and work towards the development of society in the true sense. Students have been participating enthusiastically in the activities. The support from the teachers has also been instrumental in making it successful.

With as many as 200 student volunteers participating in the activities like Tree Plantation Drives, Cleanliness Awareness Rallies, Cleanliness Drives against deadly diseases like Dengue and Chikungunya, it serves more than the primary purpose. While on one hand it helps fight diseases and make environment healthy, on the other it encourages and inspires the students break class barriers and work with people from all social groups. It is very important that the young generation becomes instrumental in ridding the society of social ills that are making us regressive and are proving as a barrier to the development of the nation. Apart from these, the college has also been organizing activities like Awareness Rallies for the Disabled where the students have been providing support to the needy persons and spreading

awareness among them regarding the available employment opportunities to them so that they don't have to depend on anyone for their survival. This also gives them confidence and ensures their dignity by motivating them.

Under the Government of India's Swachh Bharat Summer Internship, the college has been sending student representatives regularly to the village for various events like Poster Making Competitions, Pit making for Solid Waste Management, surveys and campaigns of different natures. On an average, 12 students register for these internships and are facilitated by the college.

Even during lockdown enforced due to the COVID-19 pandemic, the spirit of service of the volunteers did not break down. While following all safety protocols, the volunteers spread awareness amongst the residents regarding the pandemic and informed them about how they could stay safe. They worked shoulder to shoulder with them encouraging them to wear masks, and follow the government's guidelines regarding necessary safety measures.

Our institution understands that higher education is not about academics alone. It is about application of whatever one learns throughout their education and bring it to fruition through service of society and the nation.

Evidence of Success

The programmes and drives conducted in the village have been critical in achieving the objective of making this village an example in the area of how, with hard work and dedication, desired results can be achieved. The NSS unit of the college, along with its Programme Officers, has motivated the student volunteers to work towards making Ramdarbar a model village. With the conditions around us that are always challenging, it requires persistent and continuous effort to keep the good work going. Tie-ups with NGOs that have committed to give assistance in such activities is an evidence in itself that the work of our college NSS unit has not gone unnoticed. Various organizations like SPEAK, which comprises of many doctors of PGIMER, Chandigarh for health-related activities; SAKSHAM, which works towards betterment of people with special needs; Haryaval Punjab, which works towards reforestation; Organic Sharing which promotes organic farming; and many more such bodies have joined hands with us so that a positive change can be brought at a larger level.

Problems Encountered and Resources Required

NSS unit of the college provided all necessary resources pertaining to logistics to the students working at Ramdarbar. While such a project requires physical resources, the biggest resource required is the will power of the people engaged in such selfless work. The volunteers worked with whatever resources they had at hand and whatever was provided to them by the NSS. Our volunteers truly believe in the NSS motto of 'NOT ME BUT YOU' and that's what keeps them going towards their aim. The idea of service of humanity is etched in the psyche of all NSS volunteers and there is no bigger source of inspiration than that. The next important thing was implementing the practice was again not the greatest challenge. The village is situated in Chandigarh itself which makes it easy for the local volunteers to attend to and address people's need there.

Notes (Optional)

It is a matter of great pride for our college that such activities were undertaken by our students and teachers. It gives our institution a chance to call ourselves true imparters of knowledge where we believe that real knowledge should not be, and cannot be, restricted to books alone. It is the duty of every educational institution that whenever their students go out they should reflect the fundamentals of their educational institution. This is how their knowledge and their education will become meaningful.

Best Practice 2

Title: Self Defense Training for Girl Students

Objectives of the practice:

The women in our country are, unfortunately, one of the most vulnerable social groups. There are so many cases of rape, and other forms of physical and psychological trauma that women have to undergo on a day-to-day basis. The infamous and much talked about 'Nirbhaya' case has been a wake-up call for all women of our country. The biggest objective with which our college undertook this activity was to make the girl students of our college feel self-sufficient and ready in case of any such transgression that they may have to go through at any time in their lives.

The Context

Crime against women is matter of national shame for our country. The fear that such incidents instill in our women is not an indicator of their weakness. In fact, it is an indicator of the society's failure to provide them with secure and safe environment where they can dream big and grow in their professional and personal life. The movement of BetiBachao, BetiPadhao spearheaded by none other than our Honourable Prime Minister, Shri. NarendraModi inspired us to start an initiative of this kind. The college started a self defence training programme for the girl students so that they could grow in confidence and rather than feeling insecure, could focus on their dreams and aspirations. The college authorities strongly believe that real education doesn't reach fruition if the mind is preoccupied with insecurities and safety concerns. Fear of such incidents of crimes against women prove as a handicap and hinders an individual's growth in professional and personal life.

The Practice

As an educational institution, providing a safe and secure environment to all students is the duty of the college administration. The college takes utmost care that no student feels unsafe in the campus. CCTV cameras, regular proctorial duties by teachers, availability of security staff in the college helps prevent untoward incidents within the campus. Although great care is taken to ensure all this inside the campus, it cannot be guaranteed beyond the college premises. It is for this reason that three years back, in 2019, the college authorities felt that they must do something in this direction. They could instill as much confidence in the girl students as they wanted within the four walls of the college but the security could not be guaranteed outside the campus. The fact of the matter is that the students only spend a few hours in the college every day. Many have to use public transport and other modes of conveyance to commute to college. Some even have to walk to college every day. While we may boast of safe environment within the college, the outside world was still unsafe for many. The college authorities felt that there was an urgent need of a programme that would minimize the threat posed to especially the girl students of the college. With this idea in mind, the college started a Self-Defence Training Programme for girl students of our college more than two years back in collaboration with Chandigarh Police. We successfully trained many students under this programme which was designed especially for them. A professional trainer of Chandigarh Police is outsourced by the college for this purpose and regular training sessions were held in batches for the students ensuring effective

training. There has been a positive response consistently from the students as they also feel that such programmes are a must in this day and age when crimes against women are on the rise. The training programme is organized regularly in the college where women teachers are also put on duty to ensure smooth conduct of the training sessions. The number of students participating in the programme has been on a constant rise.

In an endeavour to ensure the safety of our students, a Seven-Day Self-Defence Training Course was organized for the girl students of the college from March 03-09, 2021 with the help of Chandigarh Police. The girl students were taught to defend themselves 'when in need'. Thirty-three students got training in self-defence. The Girls' Welfare Committee and literary society of the college also organized an online lecture on Self-Defence and poetry recitation on the theme 'Women Empowerment on March 08, 2021. It was also uploaded on a YouTube channel so that more girl students could get motivated and become aware of Self-Defence techniques to empower themselves and defend themselves in times of danger.

Evidence of Success

The training programme is an ongoing practice which has been regularly conducted since 2019. The demand from students is the biggest evidence of success of this practice initiated by our college. The participation of students in various activities of the college proves that there has been a built-up of confidence in them and they are ready to meet any challenge that life throws at them. Self-Defence is not merely a way for women to defend themselves from physical transgressions by the criminal minded, it also works at a psychological level providing women with confidence and a sense of belief that they can protect themselves and achieve anything that they set their minds to. It is not surprising therefore that the girl students of our college feel safe when they have to stay at the college campus during late hours due to many college and university events. Even during the pandemic lockdowns, the college organized this event online for the girl students.

Problems Encountered and Resources Required

Other than the problems of logistics during the lockdown due to the pandemic situation, we are happy that there have hardly been any challenges that came in the way of conducting this programme. The practice was limited to online mode this year since the beneficiaries of the programme are college students, they

understand that these training sessions are a need of the hour and they would definitely prove beneficial to them. Before the training sessions, the teachers hold orientation sessions with the students where they are familiarised with the idea and the need for such programmes. The students' response has been overwhelmingly positive.

As far as the resources are concerned, the college is self-sufficient in this regard. There are sprawling green fields that provide with a positive and safe environment for such activities. Hiring a trainer is also done following government guidelines of outsourcing services like these, which makes the programme run smoothly and ensures security of our girl students. The trainer is outsourced through Chandigarh Police which lends credibility to the programme.

Notes (optional)

We are proud to have taken an initiative towards women security and development in the college following the movement of BetiBachao, BetiPadhao. It shall surely prove to be a boon for our students who have been making their alma mater proud by bringing laurels to it. Our students have shone brightly in both academics and co-curriculars and this training programme, among many other such practices, is a way for us to ensure success and development of our students.

File Description	Documents
Best practices in the Institutional website	http://pggc46.ac.in/Uploads/bestpractices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Providing admission to students from weaker students along with Academically brighter ones.

The college strives to inculcate the spirit of service along with educational and developmental skills for students belonging to lower strata and economically deprived sections of the society.

The college is committed towards providing facilities as well as opportunities to the students from weaker sections to pursue higher education. The college is accessible to the deprived sections of the society.

The college administration makes sure that even the students coming from the underprivileged sections of the society, especially from adjoining villages, who have low percentage in their previous courses due to family and financial constraints, are given admission to the college. This makes sure that the weak students get a chance to interact with the academically bright so that they learn from each other's experiences. This also results in reducing segregation and minimising the feeling of both superiority and inferiority among them.

Our college strives to bring the underprivileged into the mainstream. The results have been consistently good and the college has been maintaining an enviable pass percentage of above 90 percent, which is way above the pass percentage of Panjab University which hovers around 50%.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Our College is an affiliated college under Panjab University, Chandigarh. Board of Studies as per guidelines of university prepared and updated the curriculum and our college prepares action plan for effective implementation of same curriculum designed by the university by following Academic Calendar of the university. The basic purpose of this action plan is to acquaint the student with the newly updated syllabus and examination pattern coming under university examinations. The implementation mechanism starts from classroom teaching where the students are acquainted with the updated syllabus. During the classroom teaching, each teacher covers all the portion of the syllabus perscribed by the university and the teacher concerned provides relevant study material to the students. The teacher also provides a list of reference books to the students. After completion of the syllabus, doubt clearing sessions are organized by the teacher. Owing to the COVID-19, Pandemic as per the instuctions issued by the university, the mode of classroom teaching was a hybrid mode which includes both offline and online. For effective implementation of the curriculum, the classroom teaching is supplemented with projects, case studies, group discussion, role plays, screening of documentaries, webinars, workshops, guest lectures to supplement the effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://pggc46.ac.in/

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

The college adheres to the academic calendar for conducting continuous internal evaluation as per the guidelines of Panjab University. Internal evaluation is done in the form of Mid-Semester Tests that are conducted at the middle of every

semester. At the beginning of the session, an Examination Committee is constituted by the Head of the institution for conducting examination. To evaluate factual, conceptual and global understanding of the prescribed syllabus, the question papers are set by concerned subject teachers. Further, Date sheet of Mid-Semester tests is prepared by examination committee and displayed on college notice board/ social media platform. Due to the ongoing COVID-19 pandemic, as per guidelines issued by university, the mode of internal exams was online for both theory and practical-cum-viva-voce. The Evaluation work was completed by the respective departments and to complete the learning cycle, honest feedback was given to the students. Marks of Mid-Semester tests were uploaded on the e-Campus Software by concerned teachers/ departments to ensure transparency. Students are given internal assessments on the basis of their academic performance in Mid-Semester test, attendance and assignments as elaborated in 2.5.1(Criterion2).

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://pggc46.ac.in/

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

B. Any 3 of the above

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

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
03 (Elective System)	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded
1.3 - Curriculum Enrichment	

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Our College is affiliated to Panjab University, Chandigarh and the curriculum is designed by the University. Professional ethics, Gender issues, Human values, Environment and Sustainability are introduced in the curriculum of Arts, Commerce and Business Management.

Environmental study is a compulsory subject in B.A., B.Com, B.B.A and B.C.A in the first year. In addition to this, the college also offers environment conservation as an elective subject in B.A. and Environmental geography paper in Geography honours for comprehensive understanding of environmental concerns. Professional ethics and Human values are introduced in the form of subjects like Business ethics & Corporate governance, IFRS, Industrial labour and legislation in Commerce and Business management curriculum; human rights and society topics in Public Administration & Political Science; security studies in Defence studies; Indian ethics and World ethics in Philosophy; Social problems of contemporary India in the Sociology curriculum. Gender Issues are covered in reservation policies, constitutional provisions especially for women, visit to the court are covered in Political Science; Sex ratio, education of child mortality in Sociology; Gender issues in History; demographic issues in Economics; in form of poetry, drama and novels in Hindi and English literature.

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

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

06

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

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

294

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://pggc46.ac.in/naaciqac.html
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://pggc46.ac.in/naaciqac.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2345

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

152

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The learning levels of the students are identified by the respective faculty members through class tests, assignments and presentations. The mid-semester examinations are also conducted

to assess the learning levels of the students.

The institution identifies the advance learners by:

Criteria for assessing advanced learner

- Assessing their class performance
- Analyzing their marks secured in various examinations.
- Monitoring their attendance, punctuality and discipline in the class

Special programmes organized for advanced learners:

Special programmes organized for advanced learners so as to motivate them by participating in quiz competitions, seminars/ presentations and group discussion. The students are also encouraged to write articles, poems, short-stories, etc. for the college magazine, newsletter etc. In addition to this, extra informative books are provided by the concerned teacher. Apart from this, to enhance their knowledge, the advanced learners may also be given a choice to pursue Honours out of the ten honours subjects that the institution offers.

Measures taken for improving academic performance of slow learners:

To improve academic performance, need-based individual academic counseling is done, by the concerned subject teacher. They can also learn by sharing and caring as various informal student study groups are formed for peer learning.

They are given extra assignments, notes, solved question papers and are paid individual attention. They are also provided with additional hand written supporting material etc. so as to arouse their interest in the subject.

Even extra classes are offered at the departmental level to help students overcome learning difficulties in the regular classroom. Students with conceptual difficulties are identified by the respective subject teachers.

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

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

Number of Students	Number of Teachers
2345	58

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The vision and mission of the statement clearly states that the entire process of the college is student oriented and focused on their overall development.

Department of Geography organized one-day trip to study the physical and cultural landscape. Apart from this department used various digital modes like Interactive pads, visualizer and interactive boards. Department of English introduced documentaries as a part of syllabus to enrich the experiential learning of the students. The students of Psychology Department participated in different activities like, posters, presentations, chart making, etc. Department of Physical Education organized various participative events like Yoga, Athletics, Football and Ball badminton for students to get them involve in actual learning of the subject matter .

This type of learning is quiet apparent in the actual learning process of our college.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

Most of the Classrooms are well-equipped with the Projectors, Screens, Electronic podium and White Boards. The college has also installed separate Wi-Fi units inside the campus. Further, it has computer labs with internal Local Area Network (LAN). Broadband Leased Line Internet connectivity is highly useful. Dept. of Geography. Geography laboratories specialize in the development of qualitative and quantitative research skills in college with exclusive Arc GIS 10.5 Software for doing geospatial analysis, cartography, Google/satellite imaging, topo sheets, geo-referencing, digitization, interpretation and mapping. The English department regularly use film screening of the adapted novels, drama or short story, but due to online classes it is not held this year. Apart from this, the department has created a column of Mobile books to facilitate the students. Various departments have created Personal Blogs through which they shared all the information related to academics as well as extracurricular activities and update the students regarding upcoming events in the college. Social media is skillfully used by the college through WhatsApp groups. The Departments has developed e-content for all the streams and the same has been uploaded on the college website. To keep our students and teacher's pace with the changing scenario library is regularly updated with online resources, INFLIBNET membership is regularly upgraded and N-list, and allied e-resources, SPSS software are provided free of cost.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

35

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

2.4 - Teacher Profile and Quality

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

58

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

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

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

02

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

741

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our college diligently follows the norms prescribed by Panjab University, Chandigarh. As per the latest norms for the internal assessment in the semester system, 50% weightage for MSTs, 30% for class projects and 20% for attendance is distributed.

To access the progress of the students regularly, multiple assignments (descriptive, objective, practical oriented and project work etc.) are given to the students.

At the onset of the session, an Orientation Programme is conducted for the newly admitted students of BA/BCA/BBA/BCA/BCom but due to Covid-19 situation it was not held this year and the Registrar Examinations informs the students about the criteria to be followed for internal assessment which is done on the basis of regularity, class participation, marks scored by the students in the mid semester examinations and various assignments given to the students by the subject teachers.

Due to plethora of courses available in the college, various criteria followed are as given - Viva-voce Examination in Functional English; Project Works in Commerce, Advertisement Sales Promotion, Defence and Strategic Studies, Management; Practical Viva voce in Geography, Psychology, Fine Arts, Physical Education, Music-Vocal & Instrumental, Computer Applications and English Communication Skills in Commerce & Management are conducted as per the guidelines of the Panjab University.

The students are informed about their attendance by displaying on the notice- board and internals on the e-campus and

discussed with students to remove any discrepancies.

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

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

To ensure impartial examination, all the norms of the Panjab University are followed by our college.

Normally, as per the usual practice, to ensure proper conduct of exams, one invigilator used to be assigned per 40 students. Random frisking was done. But owing to COVID-19 pandemic examinations were conducted through online mode. Email-ids on which the students were suppose to mail their answer sheets within the stipulated time (as per the instructions issued by the examination committee) were shared before hand with the students. Answer sheets were also evaluated through online mode.

Internals - As per the reforms in the internal assessment for the semester system, 50%, 30% & 20% weightage is stipulated for MSTs, class projects and attendance.

Examination branch keeps a check that the duties of the same departments are not set while conducting the internal examination to avoid any influences. If there are any grievances in the question paper, the examination branch takes responsibility to resolve it. Internal evaluation is done by the concerned faculty members and is, at random, cross verified by the HODs.

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

2.6 - Student Performance and Learning Outcomes

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

The mission statement of the college expresses that the

approach of the college is towards the holistic development of students. Along with academic pursuits, the college also endeavours to encourage productivity, lifelong learning, and ethics in the students. The programs/courses offered by the college are delivered and disseminated in the class to enhance the employability of the students in the field and instil in them the values that will make them responsible citizens of the country.

Students are offered simple lines of communication through the college website. Each department also has a blog where the latest news and information is displayed at regular intervals. Students can also find the contact details of the faculty through the college website and department blogs. Along with traditional notice boards, the college has a digital display board on the campus that provides and displays information, notices, events, etc. For a more interactive interface between students and teachers, College has initiated an online portal i.e. e-campus solution in which students can get details of their mark list of mid-semester exams, attendance, internal assessment marks, etc. from time to time.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://pggc46.ac.in/Uploads/courseoutcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The programme outcomes, programme-specific outcomes, and course outcomes of the students are evaluated at the university level and internally as internal assessments at the end of each semester. The institution also monitors the achievement of programme outcomes by taking feedback from the alumni students. Feedback helpstounderstandwhether students have fully understood the contents of the cuurriculum and the course or not.

Programme-specific outcomes are measured through both academic and non-academic performances. The performance of the students in the internal and external examinations, practicals and assignments, participation in-class activities, role in departmental activities are some of the ways in which programme-specific outcomes are measured.

For systematic and successful attainment of POs, PSOs, and COs, faculty needs to take the measure of the preparedness as well time-bound completion of the syllabus. Every faculty prepares a course completion plan, instructional pedagogy, and course completion report each semester.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

687

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<http://pggc46.ac.in/Uploads/Student%20Satisfaction%20Survey%20Feedback%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
02	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	

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

3.2 - Innovation Ecosystem

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

During ythe COVID-19period,all the teachers rose to the occasion & made technical & academic arrangements for thetransmission of knowledge to the students through online mode. This not only helped the students to complete their syllabus but also prepared them for writing the university exams. Also, it was not possible to organize seminars in offline mode & therefore the institution resorted to organized webinars by using technology & innovative methods. All the departments organized one or more webinars on the burning academic issues like National Education Policy, 2020, Issues & Challenges of Cryptocurrency, Revamping Education Sector Digitally & recent trends in the economy etc. As a result, the students upgrade their skills & level of knowledge. EDP Cell of the college organized workshop for 03 days for preparing students to become entrepreneurs in today's world & achieve the goal of "Atam-Nirbhar-Bharat". Students were, from time to time motivated & encouraged & circulate moral values in their livesto become good citizens.

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

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

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology,

Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

03

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

10

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

11

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

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

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

29

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

3.4 - Extension Activities

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

The college organizes various extension activities to promote the institute-neighbourhood community to sensitize the students toward community needs. The college runs effectively National Service Scheme and National Cadet Corps Units. Besides these units, various other departments of the college are particular in their responsibilities for shaping students into responsible citizens of the country by making students aware of social issues through various programmes like Environmental Awareness, Road Safety, Soil and Water Testing, Plastic eradication, visits to orphanages and anganwadi, Voter's Awareness Campaign, Blood Donation camps, Dental check-up camp, etc. A wide range of programmes, workshops, talks, etc. were organised by the institution on different issues such as AIDS awareness, drug de-addiction, community hygiene and sanitation, etc. throughout the year. Such programmes focused on students' mental health and ensured their holistic development. Various social activities through Cells, Societies and Units were carried out wherein students were trained (with the help of lectures, discussions, webinars, etc.) to serve the society in more than one way viz-a-viz. cleanliness, environmental awareness, social interaction, helping the economically weaker sections, creating awareness and preparedness to fight COVID-19 pandemic, etc. In addition to this, the students also undertook industrial visits to have first-hand information on various aspects of the industries functioning in Chandigarh and it served as an opportunity for them to learn practically through interaction as opposed to theoretical knowledge being taught at their college classrooms.

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

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

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

13

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

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

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

27

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2061

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

06

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college campus spread over nearly 11 acres has excellent physical facilities to support the teaching-learning process. Conducive teaching-learning environment is supplemented through high-tech, well-furnished and spacious smart classrooms, aesthetically designed lecture classrooms, seminar room, multimedia hall, BCA labs, Environment Conservation lab, Functional English lab, Geography labs, Psychology lab and UGC Resource Centre.

Auditorium: The state-of-the-art auditorium of the College reflects the commitment to provide students with the best of conveniences. It is equipped with a full-fledged audio-visual system; a digital projection system and around a seating capacity to accommodate around 750 persons, the College auditorium is the stage for several significant programmes throughout the year.

Bookshop: It is a one-stop shop on campus for textbooks, stationery, tech accessories, photocopier and much more.

Sports Arena: We offer a wide range of recreational sporting opportunities to all our students to play for fun, compete or represent making optimum use of our Badminton Court, Football Ground, Ball badminton Ground, Volleyball Ground and Yoga Hall. Intensive training is imparted under expert guidance.

Other than these, the institution also has a Wi-Fi enabled campus, CCTV Surveillance Facility, Generator, solar panels, well-stocked college library with the latest software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf

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

Cultural Activities: The College has a lot to offer to the students through cultural activities like Panjab University Youth and Heritage Festival where a lot of Cultural events organized like Giddha, Bhangra, Folk Dance, Group Dance, Group Shabad, Orchestra, Folk Items, Traditional songs, Poem and Story Writing, Quiz, Fine Arts events and Heritage events like Vaar, Kaali, Kawishri singing, Dasuti, Pakhi making Rangoli, etc. The students have provided prizes at every level at the Intra and Inter-college competition as well as Youth and Heritage Festivals at the Zonal, Inter-Zonal and National.

Sports : The college has a large and well-maintained play ground for playing various games/sports like Football, Cricket, Baseball, Kho-Kho, Kabaddi, Athletics, Ball Badminton, Wrestling, Boxing, Table Tennis, Kick Boxing, Softball etc where training and tournaments are regularly held.

Sports/ Games (Indoor facilities)

- Carom Board 05 (29 × 29 inch square playing surface)
- T.T Table 02(9 feet long, 5 feet wide and 2.5 ft high)
- Badminton Area (20 feet by 44 feet)
- Wooden Chess Board 05

Sports/ Games (Outdoor facilities)

- Football Ground 01 (90 meters x 120 meters)
- Volleyball Ground 01 (09 meters x 18 meters)
- Athletic Track 01 (400 Meters Standard Track)
- High Jump Mattress 01(06 meters x 04 meters x 0.7meters)
- Long Jump Pit 01(09 meters x 2.75 meters)
- Kho - Kho Play ground(27 meters x 16 meters)
- Cricket Ground with pitch and half pitch mat(20.12 meters x 03.05metres)
- Ball badminton Ground(12 meters x 24 meters)

- Shot Put Ground (circle 07 feet in diameter)
- Discus Ground (08.2 feet in diameter)

Yoga Hall Facilities

- Yoga Mat 15(24 inches x 68 inches)
 - Boxing punching pad -02
 - Judo Practice Kits -05
 - Floor Mating in Yoga Hall
 - Taekwondo Practice Kit
 - Kick Boxing Practice Kit
 - The Multi-Gym with modern facilities exists onthe college premises to motivate students to be health-conscious and exercise during leisure time.
- Motorized Treadmill -02
 - Massage Chair -01
 - Foot Massager- 01
 - Body Vibrator -01
 - Medicine Ball -10 Different Weight
 - Skipping Ropes -10
 - Multi Gym -01
 - Weight Rods -05 Different Weight
 - Weight -400 Kg Different Weight
 - Sony 5.1 Music System
 - Exercise mat -10
 - Dumbbell -05 Pairs Different Weight
 - Exercise cycle -01

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

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

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

79.23

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

4.2 - Library as a Learning Resource

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

- Name of ILMS software :LIBSYS (Web Centric L.S. Ease Software)
- Nature of automation (fully or partially):Partially Automated
- Version: Latest Year 2020
- Year of Automation:2006

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://pggc46.ac.in/
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.05900	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
49	

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

4.3 - IT Infrastructure

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

LAN facility:

LAN facility is available in the college. LAN interconnects computers within the college campus, Devices connected to a LAN are able to access data from any machine that's connected to the network. LAN facility has been provided in the three computer Labs of the Department of Computer Applications; Library; UGC Resource Centre; Functional English Lab and the Administrative Block.

Wi-Fi facility:

Wi-Fi facility has been provided in the college campus for the students and the faculty members. With the help of Wi-Fi data communication has become faster in the college campus. Faculty members can easily browse for the latest information regarding any topic from almost anywhere within the campus.

Licensed Software:

Windows 10, Windows 8, Windows 7, Windows Vista, Library Management Software, Campus Solution, C-C++ Language (Turbo/1), MS-Office 2007/1, MS office Professional 2000/2, MS Office 2019/40, Visual Studio Professional editor-1, Fox Pro/09, FORTRAN Academic/1, Adobe Photoshop/1, Lotus Smart Software/2, Linux Operating/1, Oracle 8i/1, Word Processor/3

Cyber Security:

Nebero system Anti Virus/1 (Licensed Software), LYBSYS.

In the wake of COVID-19 almost all aspects related to college

working apropos admissions teaching learning use of ICT tools, examination etc. required a major shift.G-suite for education was purchased for remote larning with features like hosting virtual meetings,group chat,to keep everyone connected and making it easy to work and learn from home.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/drive/my-drive

4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

26.39

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

- **Computer Laboratory:** The College has Computer Laboratories, which mainly cater to the academic needs of students. The equipments in Computer Laboratories are maintained by the college by the technical staff from time to time. Lab assistants are required to take care of respective laboratories under the guidance of the head of the departments for the upkeep of the equipment placed in the labs and also to ensure the smooth functioning of their labs. Daily wipe down of all equipment exteriors and weekly deep cleaning of all the gadgets is taken care of.
- **Library:** The Library of the College is computerized. The support and maintenance is done by the college. The use of ICT through OPAC and LIBSYS library management software has provided value-added information services as well as digital-based information sources to the visitors. The regular stock verification process is carried out by the library annually and this process provides opportunities to weed out long unused books from the library.
- **Sports Complex:** The College has separate playgrounds for the sports of Kabaddi, Kho-kho, Cricket, Basket Ball and Foot Ball. These grounds are maintained regularly. The grounds are utilized during the various sports festivals organized by the College. The College has well-equipped facilities for indoor games like chess, carrom, table tennis, etc. The equipment required for these sports are maintained by way of inviting the technicians on call-basis. The College also has agymnasium and a trainer engaged for themaintenance of all the equipments

installed in the gym.

- **Computers:** The College has 200 computers installed in various laboratories, college library, administrative office, UGC resource center, IQAC Room, and Examination Room, Seminar hall, departmental rooms, etc. All these computers are optimally utilized for academic, administrative and examination related work.
- **Classrooms:** The College utilizes the classrooms located in the college under Arts, Commerce, BBA & BCA departments for conducting lectures and other academic activities such as group discussions, presentations, seminars, workshops.
- **Other facilities:** During COVID-19, COVID Management Committee was formed for implementing the Standard Operating Procedure (SOP) issued by the Ministry of Home Affairs, Government of India; Director Higher Education and Panjab University, Chandigarh, to manage the spread of COVID. In addition, automatic sensor hand sanitiser disinfectant spray machine liquid dispensers were installed and forehead temperature measurement was done at entry point under the supervision of the caretaker of the college. This served as an important support facility during those unprecedented times.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

68

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

275

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

187

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

187

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0	
File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
57	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
04	
File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

12

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

A student council is a democratic representative structure through which students are electorally enabled to involve in the various affairs of the college. The student council aims to constructively collaborate with the management, faculty members and student community for the welfare of the institution and its students. Working in a structural partnership with management and students, the student council can enhance the communicative channels between the authority and the students (Elected representatives of Student council members of various administrative committees like Sexual Harassment Committee, Student Aid Fund Committee, IQAC etc.), the institute's functioning, and improve academic standards. Through a well-established council, students get ample opportunities to acquire communication and organisational skills and develop a sense of ownership of the institution and its diverse academic, cultural and economic activities. It enables the elected members to take responsibility for multiple projects and exhibit their managerial skills in taking initiative and executing the plans. The student council performs various

functions such as mentoring and monitoring all the student activities to achieve its set targets, coordinating all the student activities run through the various clubs. The college also has an Electoral Literacy Club & Legal Literacy Club to enhance students' political and Legal understanding. Moreover, every year on 25th January Voters Day is celebrated. Students are given an opportunity to express their views by participating in Activities like Paper Reading, Slogan Writing, etc. Council members play an active role in College Annual function, College Sports and during new admission. Inputs and suggestions are sought from Students' Council members when organizing student-related events. The student council of 2020-21 could not be constituted due to the COVID-19 pandemic.

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

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

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

10

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

5.4 - Alumni Engagement

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

For the last few years, the Alumni Association of Post Graduate Government College, Sector 46, Chandigarh, has been continuously growing in terms of its number and its effectiveness. During a long journey of more than 37 years, our college gained new heights and accolades. The students of this college are serving society in various capacities in the public and private working sectors. An educational institution's success is always predicated on the achievements of its students in their careers. The Alumni Association was established to bring such students together to be given a platform where they can connect with each other. This initiative would also help them develop a fresh relationship with their Alma mater. During the convocations, we registered the outgoing students with the college Alumni association. We offered positions to the students in the association so that they are motivated towards working to bring the alumni together. We worked untiringly towards this end, and the result is that the Alumni association is continuously growing more substantial. There is a practice of organizing guest lectures on issues of local/national importance, as a part of the Alumni connect. Academic and career counseling sessions were conducted during the session with several alumni acting as mentors. Alumni Association of PGGC-46 has 805 alumni registered. However, the college is in the process of registering the Alumni association soon. Due to the pandemic situation, it was not possible to organize Alumni Meet physically in 2020-21. However, the Alumni Association of college organized a motivational lecture through e-mode on 12th Feb 2021. The webinar aimed to inspire the students to stay motivated to achieve their dreams and goal in life. CA Mastan Singh Chambyal, Dr. Gurjinder Singh, Assistant Professor, Department of Commerce of PGGC-42, Chandigarh and Mr. Naveen Kumar, Advocate of Punjab and Haryana High Court were the keynote speakers. The motivational speakers of the event studied in the 2005- 2006 batch of the college.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Post Graduate Government College-46 is a premier institution of higher learning established in the year 1982. Since then, it has been working in tune with the vision and mission of the institution and made rapid strides in academic excellence, both qualitatively and quantitatively.

The motto of the college 'Light is Life' ignites the fire within, aiming at a comprehensive and value-based learning system for academic excellence, development of skills, character building, and the holistic development of the students. All the policy matters and action plans are discussed and deliberated upon thereby promoting a collaborative environment. Under the overall supervision of the Principal, the Dean, the Vice Principal, the heads of various departments and senior faculty members may offer their perspective, knowledge, insight, and proposals which could transform into proper implementation. A committee comprising of 4-5 members is constituted in consent with the Advisory Board and a potential map of activities (that are to be conducted throughout the session) is chalked out. Official notices are issued along with the guidelines, defining the roles and responsibilities of the committees. The activities are carried out and evaluated by the IQAC. The administrative staff is also given a job map along with the roles and responsibilities and the work of the institution is smoothly carried out within the purview of the rules and regulations framed by the government.

File Description	Documents
Paste link for additional information	http://pggc46.ac.in/visionmission.html
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as

decentralization and participative management.

Decentralized and participative management practices need to be clear and realistic with mandatory effect on enhancing the efficiency of the existing working environment. For executing this, strategic reforms are designed and practised in the following ways:

1. Decentralization in Teaching Process for establishing Innovative Teaching-Learning Environment.

2. Decentralization in Administrative Hierarchy.

Above stated practices will go a long way in grooming leadership at various levels.

Case Study: Leadership can effectively be visible through the decentralized and participative management system applied in publishing the college magazine "Amaranth." Though published online this session, the college magazine was an impressive mix of creative ideas penned by students under the guidance of their teachers. It provided an opportunity to the students for voicing their concerns and views on science, literature, politics, burning issues, and other varied fields. During the entire process, the students' editorial board or the magazine committee was formed based on the creative, aesthetic and innovative capabilities of students and student editors of various sections of the magazine, namely, English, Hindi, Punjabi, Sanskrit, Commerce, Planning Forum, Information Technology and Environmental Studies were assigned duties with regard to publication's layout, design, style and tone. Our student editors worked tirelessly with staff editors of different sections to bring the annual issue of Amaranth to fruition. The college magazine led to an extended inquiry and learning beyond the classroom. This collaborative activity helped in cultivating the qualities of a springboard writer, editor, poet, proofreader and above all, a leader. More importantly, the students learnt to work in a collaborative environment towards this common goal. After seeking approval from the Head of the institution, the final draft of all the write-ups was compiled by the Chief Editor and uploaded to the college website.

File Description	Documents
Paste link for additional information	http://pggc46.ac.in/UPDATED%20MAGAZINE%202020-21.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan implemented in the sphere of Information and Communication Technology (ICT) is as follows:

1. **Technology-Enabled Spaces:** The institution has technology-enabled smart classrooms, a UGC resource centre, seminar room, multi-media hall and laboratories.

College is attributed with spacious, user-friendly and comprehensive library services, and INFLIBNET membership. The library has access to e-resources, including e-journals and e-books under the N-LIST programme. The college library has the latest version of LIBSYS, a Library automation system that gives end to end manageability of the library operations through its comprehensive modules. The library has access to 6094 electronic journals and 31,39,309 electronic books including e-books available through national subscription. Audio & Video CDs, computer and internet facility is available for the students inside the library.

2. Infrastructure

Internet Facility: LAN and Wi-Fi Facilities have been provided to the students and the faculty members, enabling them to easily browse within the campus.

Licensed Software: Windows 10, Windows 8, Windows7, Windows Vista, Library Management Software, Campus Solution, C, C++ Language, MS-Office Professional 2000/2, Visual Studio, Fox Pro/09, FORTRAN Academic/1, Adobe Photoshop/1, Lotus Smart Software/2, Linux Operating/1, Oracle 8 i/1, Word Processor/3, Nebero System Anti-virus/1, Quick Heal Anti-Virus, MS-Office 2007/1, MS-Office 2019/40, Arc GIS 10.5 Software.

E-learning: Every department has developed e-content and

uploaded it to the college website. College is also well equipped with all the essential things required during the online classes system in the COVID pandemic period. Departments are having fast speed internet facilities, interactive pads, computers and G-Suite for online teaching.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://pggc46.ac.in/Uploads/strategic%20plan%20of%20the%20institution.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has formally developed a well-organized and effective internal coordinating and monitoring mechanism that has a positive role to play in ensuring quality learning and resource utilization, so that institution's goals and objectives can be accomplished in the most appropriately with apt corrective measures.

With a hierarchical decision-making process, the Principal as the head of the institution is assisted by the Dean and the Vice-Principal. They have been specifically allocated duties by the UT Administration, Chandigarh for successful discharge of administrative and academic duties. Hierarchy is maintained and rules of conduct and discipline are implemented.

Furthermore, all the members of the staff are assigned duties at the onset of the session; committees with conveners as the in-charges are constituted and the conveners have to develop activity planners through teamwork ensuring that the activities are conducted in line with the plan made at the beginning of the session thereby rendering autonomy to the faculty to innovate and plan its perspectives of development of higher education through a structured organization. Every effort to maintain group cohesion in the institution is made through the Committees and Societies.

The college also has a counselling cell which not only renders help to students on the academic/career front but also in case

the students face problems related to the personal front or non-academic matters. Thus, it may be said that the college has a democratic set-up where each unit is given autonomy to innovate and plan its perspectives of the development of higher education through structure organization. Therefore, for effective and discipline functioning of the institution, all work in esprit de corps. Hierarchy is maintained and rules of conduct and discipline are implemented.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.pggc46.ac.in/Uploads/Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has implemented the following measures for the welfare of teaching and non-teaching staff:

- The college has a Staff Welfare Committee which helps in creating a friendly work culture among the faculty

members. It actively listens, communicates and recognizes the needs of the staff.

- Provision to avail Child Care Leave, Maternity Leave, Paternity Leave, Medical Leave and Earned Leave is provided to the staff.
- Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 are covered under New Pension Scheme (NPS). GPF, gratuity, General Insurance Scheme and leave encashment are availed by as per norms.
- Government accommodation is provided for teaching and non-teaching staff.
- Staff is entitled to take loans against PF.
- Staff Room- well-furnished room with seating arrangements, refrigerator, microwave, water dispenser, AC, heater, Digital Satellite Television service. Other than that Seminar room, Multimedia room, Separate rooms for departments are also provided.
- Well-furnished office room with thirteen cubical cabins, Almirahs, instant coffee machine, microwave, water dispenser, AC, heater, Digital Satellite Television service.
- Group insurance.
- College Health Centre Facility.
- Indoor and outdoor gym-physical fitness facility for the staff.
- Yoga camps and sports activities.
- Employee's Provident Fund (EPF) and Employee's State Insurance (ESI).
- Ramp and special washroom for differently-abled staff.
- Fast speed Internet and LAN facility.
- Face recognition attendance system to maintain workforce attendance.
- 'Work from Home Facility' for teaching and non-teaching staff during COVID pandemic time.
- Automatic Sensor Hand sanitiser Disinfectant Spray Machine Liquid dispensers were installed and forehead temperature measurement was done at entry point.
- COVID Management Committee had been formed for implementing the Standard Operating Procedure (SOP) issued by the Ministry of Home Affairs, Government of India; Director Higher Education and Panjab University, Chandigarh.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1KY1H1Sq9D_1Q7kA3AEiOwLguxxQFwXFL/view
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

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

12

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

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

All database related to employees and employer is saved in 'Manav Sampada e-tool for Human Resources Management System', an integrated software that has a performance management

software specially designed to set up a certain set of standards to evaluate and review the work of an employee against certain standards for a fixed tenure. Its main aim is to analyze the employee's development, progress and performance in the organization and to keep in check whether the employee's efforts are directed towards fulfilling the organizational goals.

Employee credentials- This covers general information about the employee- name, address, date of birth, sex, education and qualifications, work experience, date of joining the service, nature of appointment i.e. whether permanent or not, etc.

Self-appraisal- These reports are filled up annually by each permanent teaching faculty member indicating one's overall performance, teaching hours, semester results, research work, academic/curricular/ extracurricular achievements and the appraise forwards it (online) to the Principal, the Reporting Authority and the Reviewing Authority Director Higher Education/Secretary Education, UT Administration, Chandigarh for further evaluation. The performance appraisal of the Contractual teaching faculty is done on the proforma prescribed by the Director Higher Education, UT Administration, Chandigarh with a special focus on semester results, behaviour with the students/colleagues, the teaching methodology used and overall performance. The appraisal of the regular non-teaching staff is also done by their respective Head of the Departments (for onward submission to the Principal of the institution) following the same procedure that the regular teaching faculty follows. However, the online proforma that these employees fill is a blend of grading scales with a focus on Technical Skills, Soft Skills. In case of any adverse remarks made by the higher authorities, the same is conveyed/ communicated to the concerned faculty member for further improvement. Feedback from students is also obtained at the end of the semester and reviewed. Staff members are given a summarized report of the feedback. Faculty members are advised by the Principal and the Heads of the departments to focus on areas where their performance is not up to the expectations of the students.

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

6.4 - Financial Management and Resource Mobilization

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

The college has an internal audit/check mechanism that comprises of Bursar, Superintendent (Accounts) and the funds' clerk of the college for funds, the accountant and Superintendent (Accounts) for government funds /grants. The PLA (People's Ledger Account) part of the fees received from the students is audited by the Local Auditor by the Finance Department of the UT Administration Chandigarh. It is done periodically to ensure the proper utilization of funds for the welfare of the students.

External audit plays an essential role in verifying financial statements. External audit of the college is carried out by the audit team from the office of Accountant General, Punjab and UT Chandigarh once in three years and an audit of the funds is done by Resident Audit Officer, UT Chandigarh. It is done mainly for the grants/budget received from the government under the heads Office Expenses (Non-Plan) for Capital & Revenue Expenditure, Other charges, Salary, Medical, Scholarship and Material & Supplies plan for payment of salaries of the staff and purchase of items for the college respectively.

The latest audit and inspection of the accounts maintained by the college for the period 01.04.2016 to 31.03.2021 was conducted by an audit party headed by Sh. Manoj Kumar Gautam (Assistant Audit Officer) and supervised by Sh. Sanjeev Kumar (Senior Audit Officer) of Indian Audit & Accounts Department, Office of the Principal Director of Audit (Central), Chandigarh from 15.06.2021 to 30.06.2021. There were a few observations raised by the audit team and compliance of the same was submitted.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1bFbgLrXg8ZmL0x39AsogoYLGaKvFQv56/view
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)

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

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Strategies for Mobilisation of Funds

College does its best to mobilise the required funds from different sources to meet the expenditure of the college for infrastructure development, academic development, student welfare, etc. Normally, the following resources are used to mobilise the funds:

1. Every year budget is prepared and submitted to the Chandigarh Administration to meet out annual expenditure for recurring and non-recurring expenditure items and services.
2. College also generates funds through the collection of requisite fees from the students every semester. The fee includes three components viz. Tuition fees, PLA Fund and University Fees. Tuition Fees and PLA Fund is utilised by the college for various activities exclusively for the welfare of its students while the university fee is paid to Panjab University Chandigarh. The college runs two self-financed courses viz. BCA and BBA that provide a significant part of the revenue to the college.

Optimal Utilisation of Resources

The college has a sound financial management system in all the areas of economic activity, expenditure and revenue. A scientific method of expenditure has been adopted by the

college.

1. At the onset of the financial year, a notice is served among all the heads of the departments, in-charges of various societies, Committees, etc. to submit their estimated expenditure in the forthcoming year both recurring and non-recurring for the next financial year with justification for every expenditure
2. Then a meeting of the college purchase committee is called to evaluate every proposal submitted by different in-charges to the principal. The purchase committee evaluates every proposal on the basis of its urgency, utility, the outcome of the expenditure, need, priority, efficiency, etc. and makes a list of all the selected items with expenditure.
3. As far as construction and renovation expenditure is concerned, the college advisory committee recommends the required expenditure and submits the same to the Chandigarh Civil Engineering Department. The respective department has their own budget for this purpose and they themselves decide to finalise the new construction and renovation in the college from, time to time.
4. On the basis of the purchase committee recommendation budget is prepared and submitted to the higher authority for approval.
5. Once the budget is allotted again for every item which is to be purchased, the procedure that is followed is as follows:
 - A meeting of the purchase committee is called to decide the item to be purchased, mode of purchase, terms and conditions of the purchase, etc.
 - All the purchases are made as per General Financial Rules.
 - Then a meeting of the technical committee is called to decide the technical specification of a particular item/service.
 - Order is placed through GEM. If not available on GEM, it is bought from the open market through quotations.
 - Once the item is procured, the college physical inspection committee physically verifies and inspects the item and submits a physical inspection report to the respective fund in charge to initiate the payment process. Most of the payments are released through PFMS (Public Fund Management System) online to avoid wrong payments.

- The college appoints a Bursar from its senior faculty to check the utilisation of students' funds in the college.

6. College also spends the required amount for different types of functions and activities like, Sports Day celebration, Prize Distribution Function, Convocation, etc. for student welfare.

7. College meets out all the expenditures related to the self-financing courses like BCA and BBA out of their own funds.

8. College also receives grants from University Grant Commission, RUSA under different heads and schemes which made it possible to upgrade the infrastructure in different areas.

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

6.5 - Internal Quality Assurance System

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

The institution has established an Internal Quality Assurance Cell (IQAC) on 20-03-2013 as per the guidelines of the NAAC. With Principal at the helm of affairs, as its chairperson, IQAC has been contributing significantly to structure the quality assurance policies and processes by undertaking various effective measures. Among the regular practices institutionalized as a result of IQAC initiatives the following can be considered as the best two:

1. A Seven-day Special Camp on the theme 'Swachh Bharat Abhiyan and Jal Shakti Abhiyan' (01st to 07th March 2021)

Adhering to all COVID-19 safety protocols, the NSS unit of the College organized a Seven-day Special Camp based on the theme 'Swachh Bharat Abhiyan and Jal Shakti Abhiyan' from March 01-07, 2021. One hundred volunteers registered for the camp. The primary objectives of the special camp were: to make education more relevant to the current situation and to give exposure to the volunteers to face situations where they would have to work as a team. Following activities were conducted during the camp:

1. Motivational and informational talk by Brahma Kumari 'Poonam Didi' and Dr R. Kumar from PGI, they encouraged the students to reach their goals with a calm mind and they teach them stress-relieving exercises. They generated awareness among the students about protective measures against COVID-19.
2. The girl volunteers attended self-defence lessons organized by Chandigarh Police.
3. The volunteers also painted the wall of the multimedia hall under the Swachta workshop organized by Mr Rohit of NGO Swarmani, and the workshop was conducted to learn the methods of plastic waste management.
4. Yoga Session on the importance of healthy life was conducted by Yogaacharya Pooja.
5. A Talent Hunt Programme was also organized and volunteers showcased their talents in dancing, singing, music and poetry.
6. A talk on 'NSS Lifestyle Scenario with NSS Camp and NSS Award' was conducted by Mr Raj Kumar, Youth Officer, Regional Directorate, Chandigarh.
7. Chandigarh Traffic Police conducted a session to spread awareness on the importance of abiding by the traffic rules, and the volunteers were also administered pledge to follow all the traffic rules religiously.
8. A Cleanliness Drive was organized in different parts of the college by the volunteers.
9. A Survey on COVID Awareness was conducted by the volunteers at the village of Ram Darbar. The volunteers went door to door to assess the awareness level of the residents and taught them how to take care of themselves during these unprecedented times. More than 500 residents were contacted during this survey and were given the necessary tips regarding COVID-19 protection and prevention.

2. National webinar on 'Decoding Drug Issues Amidst the Pandemic and Youth Outreach' (11th June 2021)

A national webinar was organized by the Drug De-addiction Society of the college for creating awareness among youth regarding addiction to drugs and its adverse effects. Sh. Narender Singh, Public Prosecutor, Special Crime Branch, Central Bureau of Investigation (C.B.I.), Chandigarh and Dr. Monica Mundial Singh, Chairperson, Centre for Social Work, Panjab University, Chandigarh were the eminent speakers of this

occasion. Near about 62 participants attended the event.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

In order to continuously review the teaching-learning process an academic calendar, weekly teaching plan, calendar of activities are formed at the beginning of the session. The review of the teaching-learning process is continuously monitored by the IQAC by evaluating the academic performance of each faculty and strict discipline is ensured through the timetable, proctorial duties, 75% attendance, discipline, etc.

a. **Feedback form System for Improvement in Teaching and Learning Process:** Feedback is an essential part of effective learning. The college has introduced criteria based Feedback Form System to evaluate the performance of faculty and find out the satisfaction level of students on an annual basis. The feedback system based on a 5-7 points scale with yet another column for any suggestions/grievances/remarks etc. is intended to provide information. The information collected through these forms is analyzed further and given to each subject faculty for his/her improvement in the teaching performance. It provides faculty with feedback about their effectiveness as teachers and suggestions that may require wider consultation. Feedback form for syllabus was also filled by students and teachers. Further, necessary improvements have also been taken from time to time by the concerned authorities.

b. **Assessment and Evaluation System for Performance Appraisal of Students:** Assessment and evaluation serves as an in-built monitor in this institution to review the progress in learning from time to time. It also provides valuable feedback on the design and the implementation of the programme. Though evaluation is a continuous process and a periodic exercise, it is done in a phased manner. To chart a student's 'learning journey', the Examination Board comprising of Registrar and ten other members uses the following evaluation procedures as per

Panjab University guidelines to evaluate the performance of students and make teaching-learning effective:

- Online Mid Semester Exams
- Practical Exams
- Viva-voce

The institution has an integrated automation Campus Solution Software that provides an e-governance framework at a single click. Performance/progression of the students in the Mid-semester tests as well as internal assessment marks(theory and practical) are uploaded on the said software.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity is given due importance by the college and it is systematically blended into day-to-day working of the college. It forms an essential part of the curriculum where the university ensures that the youth is sensitized regarding the issue.

A number of activities were organised online addressing various gender issues:

1. A Webinar on the topic 'Pandemic, Power, Problems: A Women's Perspective' on 21 December, 2020
2. Virtual Celebration of Women's Day on 8th March, 2021
3. Virtual Celebration of Mother's Day on 9th May, 2021

Safety and Security:

The Anti-Sexual Harrassment Committee has been constituted in the college under "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013". The committee meets on need basis to address any complaints from students, teaching and non-teaching members and takes necessary action at the earliest. However, owing to the pandemic induced lockdowns, there were no meetings required and/or held concerning women safety issues at the campus.

Counselling:

Owing to the Covid-19 pandemic, the counselling sessions were blended with the online activities of SAHASI- The Gender Equity Society, which werelimited to the online mode only.

Gender Equity and Women Development Society at the College is very active. It monitors all activities and training programmes related to safety and security organized in the college centrally. Experts are invited from the industry to conduct workshops and various sessions related to women safety like self-defence, etc.

Common Room:

The college has a spacious Boys' Common Room and spacious and well-equipped Girls' Common Room with attached washroom, furniture, sanitation machine and drinking-water dispenser.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Post Graduate Government College has always strived towards taking positive steps towards waste management:

Solid Waste Management

The college has installed more than 60 waste bins to avoid any litter on the campus premises. In order to maintain cleanliness, the campus is declared as a plastic free zone. The shops and eateries within the campus are prohibited from using plastic bags or plastic utensils. All solid waste collected in the college is disposed of through proper channels where the waste is auctioned through approved government contracts. Apart from this, instead of burning, the dry leaves are dumped into

the composting pits so that they return to the earth as natural manure.

Liquid Waste Management

The liquid waste generated within the campus is eliminated through well maintained sewage system. The sewage network is well equipped with an efficient underground drainage system that helps avoiding accumulation of such waste and also ensures that there is no stagnant water where mosquitoes may breed.

E-Waste Management

The e-waste generated within the campus is eliminated using various modes approved by the U.T. Administration. Similarly, the old batteries are also exchanged with the new ones under the buy-back scheme.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles

- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan)

A. Any 4 or all of the above

accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Various sports, cultural, social and lingual activities are organized throughout the year in the college.

- A National Webinar and an Inter-college Slogan Writing Competition were organized on the occasion of 'International Human Rights Day by the Club in collaboration with the RUSA Cell of Post Graduate Govt. College, Sec-46, Chandigarh on December 10, 2020,
- Intra-college Essay Writing, Poster Making and Slogan Writing Competitions were held virtually in January 2021 on the menace of drugs and to create awareness .
- An Intra-college Online Essay Writing Competition was organized on the topic 'Life, Writings and Teachings of Guru TegBahadurJi' on Feb. 09, 2021.
- A Motivational Lecture was organized regarding substance abuse at the NSS Camp held on the college campus from March 01-07, 2021. 100 NSS Volunteers were present on the occasion.
- Drug De-addiction Society of the college organized a National webinar on June 11, 2021, on 'Decoding Drug Issues Amidst the Pandemic and Youth Outreach'. Sh.

Narender Singh, Public Prosecutor, Special Crime Branch,
Central Bureau of Investigation Chandigarh

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year, the college celebrates Independence Day and Republic Day in the college campus where flag hoisting and unfurling of flag and various cultural activities are organized to pay tribute to the freedom fighters and security forces. It is a practice that aims at inculcating the feeling of patriotism amongst students. Besides, on the Independence Day, a solemn pledge to build a 'New India' free from poverty, corruption, terrorism, communalism and casteism is administered to the students and teachers. Every year, Constitution Day is celebrated to spread awareness about Indian constitution. On this day, to enlighten the students, the college organizes talks and lectures highlighting the significance of constitution and its role in defining fundamental political principles, fundamental rights, directive principles and the duties of citizens. National Voters' Day is observed every year in the college by administering a pledge on exercising one's right to vote. Various activities like Slogan Writing and Paper Reading contests on 'Value of Vote' are organized to mark such days ensuring active participation of students.

- Based on the Theme - 'Making Our Voters Empowered, Vigilant, Safe and Informed', National Voters Day was celebrated on Jan.25, 2021, in collaboration with the Electoral Literacy Club. To create awareness about achieving the target to register every eligible person as an elector in the electoral roll amongst the students, a pledge was administered to 70 students and faculty members.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://pggc46.ac.in/Uploads/Annual%20Reports%202020-21.pdf
Any other relevant information	Nil

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

A. All of the above

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

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

There are many more events celebrated in the college.

- The college celebrates the Independence Day every year on 15 August to celebrate the Independence of India.
- The college celebrates the Republic Day every year on 26th January to mark the establishing of the constitution of India.
- The Birth Anniversary of Sardar Vallabhbhai Patel on

October 31 is celebrated as Rashtriya Ekta Diwas (National Integration Day) every year, focusing on the unified diversity. The Integrity Pledge is administered to the students as well as the teaching and non-teaching staff of the college. On this occasion a rally is taken out by NSS volunteers to garner public support for rooting out corruption at all the levels.

- Cleanliness Drive (Swaachha Abhiyan) is observed by the College on 2nd October (Birth Anniversary of Mahatma Gandhi), where all the members of the society along with college staff and students participate in the drive. Awareness rallies are flagged off at Ram Darbar, Chandigarh.
- The college also celebrates Voters' day to promote voting awareness in a democracy on 25th January every year.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1

Title: Ramdarbar: Adopted Village

Objectives of the practice:

Society is battling with social evils that accentuate, and to some extent, perpetuate the social divide. It leads to so many problems within the society that threaten to create an environment which is detrimental to not only the growth of individuals, but also to the society as a whole. Our initiative of adopting a peripheral village of Ramdarbar in Chandigarh is a small initiative towards creating a space where the social barriers are broken and people from across communities are brought together for positive changes within the society. The

NSS unit of the college has been taking far reaching steps in order to bring the residents of the village into the mainstream of society through activities like Tree Plantation Drives, Cleanliness Drives, Blood Donation Camps, and many more. Such activities are beneficial not just to the target demographic alone. They are also aimed at imparting critical life skills to the students and other stakeholders of our college and teach them the importance of taking everyone along on the path of growth and development. We, at Post Graduate Government College, Sector 46, Chandigarh believe that purpose of education is not just to impart the set curriculum but also make practical use of it so that it is of service to the society as a whole.

The Context

Conceptualizing the practice was easy while its implementation was met with challenges which the college authorities were prepared for. Many student volunteers came from different economic groups and may not have been aware of the conditions that the residents were living under. The teacher in charges, preemptively, make students aware of such differences by allowing them exposure and preparing them for it in different ways. During the NSS camps and other events at the college, the students attend special lectures where they are specifically familiarized with the need for social service and how it is crucial in the present day if we have to aim for a collective and inclusive development of society. This had a positive impact on student volunteers and they took the onus upon themselves and have been working tirelessly with the residents of the village.

The Practice

While most other activities in college are, somehow, academics oriented, this initiative was designed to engage students beyond the ambit of curriculum. It is extremely important in higher education that students are prepared to meet the challenges of life that they may face in the real world. While the current trend among the youth of today is seeking employment with monetary aspect as the primary one, the fear is that the spirit of service is destined to take a backstage. The invading trend of consumerism has been breeding a culture of taking, rather than giving among today's youth. In such a

scenario, it is extremely challenging to bring students out of the enslavement of consumerism and work towards the development of society in the true sense. Students have been participating enthusiastically in the activities. The support from the teachers has also been instrumental in making it successful.

With as many as 200 student volunteers participating in the activities like Tree Plantation Drives, Cleanliness Awareness Rallies, Cleanliness Drives against deadly diseases like Dengue and Chikungunya, it serves more than the primary purpose. While on one hand it helps fight diseases and make environment healthy, on the other it encourages and inspires the students break class barriers and work with people from all social groups. It is very important that the young generation becomes instrumental in ridding the society of social ills that are making us regressive and are proving as a barrier to the development of the nation. Apart from these, the college has also been organizing activities like Awareness Rallies for the Disabled where the students have been providing support to the needy persons and spreading awareness among them regarding the available employment opportunities to them so that they don't have to depend on anyone for their survival. This also gives them confidence and ensures their dignity by motivating them.

Under the Government of India's Swachh Bharat Summer Internship, the college has been sending student representatives regularly to the village for various events like Poster Making Competitions, Pit making for Solid Waste Management, surveys and campaigns of different natures. On an average, 12 students register for these internships and are facilitated by the college.

Even during lockdown enforced due to the COVID-19 pandemic, the spirit of service of the volunteers did not break down. While following all safety protocols, the volunteers spread awareness amongst the residents regarding the pandemic and informed them about how they could stay safe. They worked shoulder to shoulder with them encouraging them to wear masks, and follow the government's guidelines regarding necessary safety measures.

Our institution understands that higher education is not about academics alone. It is about application of whatever one learns throughout their education and bring it to fruition through service of society and the nation.

Evidence of Success

The programmes and drives conducted in the village have been critical in achieving the objective of making this village an example in the area of how, with hard work and dedication, desired results can be achieved. The NSS unit of the college, along with its Programme Officers, has motivated the student volunteers to work towards making Ramdarbar a model village. With the conditions around us that are always challenging, it requires persistent and continuous effort to keep the good work going. Tie-ups with NGOs that have committed to give assistance in such activities is an evidence in itself that the work of our college NSS unit has not gone unnoticed. Various organizations like SPEAK, which comprises of many doctors of PGIMER, Chandigarh for health-related activities; SAKSHAM, which works towards betterment of people with special needs; Haryaval Punjab, which works towards reforestation; Organic Sharing which promotes organic farming; and many more such bodies have joined hands with us so that a positive change can be brought at a larger level.

Problems Encountered and Resources Required

NSS unit of the college provided all necessary resources pertaining to logistics to the students working at Ramdarbar. While such a project requires physical resources, the biggest resource required is the will power of the people engaged in such selfless work. The volunteers worked with whatever resources they had at hand and whatever was provided to them by the NSS. Our volunteers truly believe in the NSS motto of 'NOT ME BUT YOU' and that's what keeps them going towards their aim. The idea of service of humanity is etched in the psyche of all NSS volunteers and there is no bigger source of inspiration than that. The next important thing was implementing the practice was again not the greatest challenge. The village is situated in Chandigarh itself which makes it easy for the local volunteers to attend to and address people's need there.

Notes (Optional)

It is a matter of great pride for our college that such activities were undertaken by our students and teachers. It gives our institution a chance to call ourselves true imparters of knowledge where we believe that real knowledge should not

be, and cannot be, restricted to books alone. It is the duty of every educational institution that whenever their students go out they should reflect the fundamentals of their educational institution. This is how their knowledge and their education will become meaningful.

Best Practice 2

Title: Self Defense Training for Girl Students

Objectives of the practice:

The women in our country are, unfortunately, one of the most vulnerable social groups. There are so many cases of rape, and other forms of physical and psychological trauma that women have to undergo on a day-to-day basis. The infamous and much talked about 'Nirbhaya' case has been a wake-up call for all women of our country. The biggest objective with which our college undertook this activity was to make the girl students of our college feel self-sufficient and ready in case of any such transgression that they may have to go through at any time in their lives.

The Context

Crime against women is matter of national shame for our country. The fear that such incidents instill in our women is not an indicator of their weakness. In fact, it is an indicator of the society's failure to provide them with secure and safe environment where they can dream big and grow in their professional and personal life. The movement of BetiBachao, BetiPadhao spearheaded by none other than our Honourable Prime Minister, Shri. NarendraModi inspired us to start an initiative of this kind. The college started a self defence training programme for the girl students so that they could grow in confidence and rather than feeling insecure, could focus on their dreams and aspirations. The college authorities strongly believe that real education doesn't reach fruition if the mind is preoccupied with insecurities and safety concerns. Fear of such incidents of crimes against women prove as a handicap and hinders an individual's growth in professional and personal life.

The Practice

As an educational institution, providing a safe and secure

environment to all students is the duty of the college administration. The college takes utmost care that no student feels unsafe in the campus. CCTV cameras, regular proctorial duties by teachers, availability of security staff in the college helps prevent untoward incidents within the campus. Although great care is taken to ensure all this inside the campus, it cannot be guaranteed beyond the college premises. It is for this reason that three years back, in 2019, the college authorities felt that they must do something in this direction. They could instill as much confidence in the girl students as they wanted within the four walls of the college but the security could not be guaranteed outside the campus. The fact of the matter is that the students only spend a few hours in the college every day. Many have to use public transport and other modes of conveyance to commute to college. Some even have to walk to college every day. While we may boast of safe environment within the college, the outside world was still unsafe for many. The college authorities felt that there was an urgent need of a programme that would minimize the threat posed to especially the girl students of the college. With this idea in mind, the college started a Self-Defence Training Programme for girl students of our college more than two years back in collaboration with Chandigarh Police. We successfully trained many students under this programme which was designed especially for them. A professional trainer of Chandigarh Police is outsourced by the college for this purpose and regular training sessions were held in batches for the students ensuring effective training. There has been a positive response consistently from the students as they also feel that such programmes are a must in this day and age when crimes against women are on the rise. The training programme is organized regularly in the college where women teachers are also put on duty to ensure smooth conduct of the training sessions. The number of students participating in the programme has been on a constant rise.

In an endeavour to ensure the safety of our students, a Seven-Day Self-Defence Training Course was organized for the girl students of the college from March 03-09, 2021 with the help of Chandigarh Police. The girl students were taught to defend themselves 'when in need'. Thirty-three students got training in self-defence. The Girls' Welfare Committee and literary society of the college also organized an online lecture on Self-Defence and poetry recitation on the theme 'Women Empowerment on March 08, 2021. It was also uploaded on a YouTube channel so that more girl students could get motivated and become aware of

Self-Defence techniques to empower themselves and defend themselves in times of danger.

Evidence of Success

The training programme is an ongoing practice which has been regularly conducted since 2019. The demand from students is the biggest evidence of success of this practice initiated by our college. The participation of students in various activities of the college proves that there has been a built-up of confidence in them and they are ready to meet any challenge that life throws at them. Self-Defence is not merely a way for women to defend themselves from physical transgressions by the criminal minded, it also works at a psychological level providing women with confidence and a sense of belief that they can protect themselves and achieve anything that they set their minds to. It is not surprising therefore that the girl students of our college feel safe when they have to stay at the college campus during late hours due to many college and university events. Even during the pandemic lockdowns, the college organized this event online for the girl students.

Problems Encountered and Resources Required

Other than the problems of logistics during the lockdown due to the pandemic situation, we are happy that there have hardly been any challenges that came in the way of conducting this programme. The practice was limited to online mode this year since the beneficiaries of the programme are college students, they understand that these training sessions are a need of the hour and they would definitely prove beneficial to them. Before the training sessions, the teachers hold orientation sessions with the students where they are familiarised with the idea and the need for such programmes. The students' response has been overwhelmingly positive.

As far as the resources are concerned, the college is self-sufficient in this regard. There are sprawling green fields that provide with a positive and safe environment for such activities. Hiring a trainer is also done following government guidelines of outsourcing services like these, which makes the programme run smoothly and ensures security of our girl students. The trainer is outsourced through Chandigarh Police which lends credibility to the programme.

Notes (optional)

We are proud to have taken an initiative towards women security and development in the college following the movement of BetiBachao, BetiPadhao. It shall sure prove to be a boon for our students who have been making their alma mater proud by bringing laurels to it. Our students have shone brightly in both academics and co-curriculars and this training programme, among many other such practices, is a way for us to ensure success and development of our students.

File Description	Documents
Best practices in the Institutional website	http://pggc46.ac.in/Uploads/bestpractices.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Providing admission to students from weaker students along with Academically brighter ones.

The college strives to inculcate the spirit of service along with educational and developmental skills for students belonging to lower strata and economically deprived sections of the society. The college is committed towards providing facilities as well as opportunities to the students from weaker sections to pursue higher education. The college is accessible to the deprived sections of the society.

The college administration makes sure that even the students coming from the underprivileged sections of the society, especially from adjoining villages, who have low percentage in their previous courses due to family and financial constraints, are given admission to the college. This makes sure that the weak students get a chance to interact with the academically bright so that they learn from each other's experiences. This also results in reducing segregation and minimising the feeling of both superiority and inferiority among them.

Our college strives to bring the underprivileged into the mainstream. The results have been consistently good and the college has been maintaining an enviable pass percentage of

above 90 percent, which is way above the pass percentage of Panjab University which hovers around 50%.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

During the assessment period 2021-22, the college has started opening gradually for onsite teaching and the traditional classroom.

The COVID 19 pandemic has set us back in a lot of ways, but our college sees it as an opportunity to explore new vistas in pedagogical methods. While online teaching did not come without its problems, it can be explored and can be blended with traditional classroom teaching to get better results. The teachers of the college are already blending the two techniques to make classroom instruction more effective. The students have begun to come back to the campus. In order to revive the traditional form of classroom instruction, the college plans to focus on targeted skill development. With many new ventures in the pipeline like the starting of Film Club and Poetry Club by Department of English and Bhasha Manch by Department of Punjabi, the ground work is being prepared so that students may be exposed to a variety of new methods of teaching. Such ventures shall give students space to explore their creative skills and take learning beyond the traditional classroom.