YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Guru Nanak College Budhlada
• Name of the Head of the institution	Dr. Kuldeep Singh Bal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01652253146
• Mobile no	8283822759, 8146553146
• Registered e-mail	gncbudhlada@yahoo.co.in
• Alternate e-mail	ns_kalra@yahoo.co.in
• Address	Guru Nanak College Bareta- Jakhal Road Budhlada
• City/Town	Budhlada Distt Mansa
• State/UT	Punjab
• Pin Code	151502
2.Institutional status	
• Affiliated /Constituent	Affiliated to Punjabi university Patiala
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Punjabi University Patiala**
• Name of the IQAC Coordinator	**Dr. Narinder Singh**
• Phone No.	**9876442759**
• Alternate phone No.	**8283822759**
• Mobile	**8146522759**
• IQAC e-mail address	**gncbudhlada@yahoo.co.in**
• Alternate Email address	**iqacgncbudhlada@yahoo.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://gncbudhlada.org/uploads/files/iqac/aqar_2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://gncbudhlada.org/about/academic-calendar-2020-2021

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.11**	**2017-18**	**30/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC	**02/01/2016**

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**	**Nil**

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	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

IQAC in collaboration with computer science faculty provided a Interactive training for Online Teaching and Learning after the outbreak of pandemic COVID-19 even before issuance of guidelines by UGC and MHRD IQAC has managed to alleviate the unnecessary fear of Covid-19 Pandemic among the local area people by organising various social drives. During the period of lockdown following the Corona pandemic, IQAC with the contribution of various cells distributed masks and sanitisers to the general public, the police personnel, and the hospitals. It also provided rations to the corona-affected poor families. With the recommendation of IQAC, quarantine centre and special hospital with the facility of ventilators (Covid care centre) were established in the college. IQAC helped in creating incubation center in college for skill development and to attain course and program outcomes. IQAC has initiated updation of college website , online content management system and online content delivery system for faculty and students.

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
To implement Academic calendar for session 2020-2021.	Academic Calendar for Session 2020-21 has been drafted.
To keep organizing student induction Programme for new students and faculty induction Recharge Programme.	Faculty Induction programmes and Student induction programmes were held by google meet.
To celebrate 400 Year of Parkashpurb of Sri Guru Teg Bahadur Ji.	Online Interactive Session on The Life Lessons of Sri Guru Teg Bahadur Sahib Ji was conducted .
To organize workshops, seminars/webinars and other activities at college and departmental level.	Various Webinars and workshops were organized.
To associate and establish Connection between students and online method of teaching learning and evaluation.	The Online Classes were initiated successfully by Google Meet.
To discuss the implementation of Covid -19 Instructions of safety and Protection of Students.	All covid-19 instructions were precisely adapted by College Campus and All students and teachers were examined with proper precaution at the entrance of college.
To discuss the management of Online University Examination as per Punjabi University Guidelines	Teachers gave proper audio and visual instructions to students for their online examination.
To discuss Feedback form of students, teachers and parents.	Online feedback form was distributed to students, teachers and parents.
To Share Lesson plans and maximum other study material online	YouTube channels were created by teachers and study material was distributed through whatsapp and other online portal.
To implement the Show Learners and Advance Learners policy keeping in view of the Covid-19 scenario	Remedial and boost-up classes were organized by individual departments.

To organize Cultural, Sports Competitions and Extra-Curricular activities.	Various curricular, co-curricular and extra-curricular activities were organised.
To avail the facility of online placement management portal for training and placement of final year students.	Almabay portal was used for the training of final year students and various other companies were connected for their placement.
To discuss about next perspective plan (2021-2022).	Prosepective plan for 2021-2022 were proposed

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Directorate, SGPC	20/01/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	11/03/2022

15.Multidisciplinary / interdisciplinary

Guru Nanak College, Budhlada has initiated a number of interdisciplinary as well as multidisciplinary programmes in order to give the exposure of different subject fields. These interdisciplinary courses provide plethora of opportunities to students to groom their skills other than their core discipline. These subject fields complement each other rather than limiting students to one particular discipline. They also support new ideas and innovations and helps students become better human beings. Students learn so many new things which were once considered out of their purview. Students from different subject fields work together in teams and learn from each other, brain storm together and learn many life skills.. The flexibility in our education system to choose interdisciplinary and multidisciplinary programmes as per their interest helps students to make compete at global level. Moreover, it also offers them opportunities and avenues to learn their core subject and also helps them to explore additional avenues of learning beyond the core subject. These programmes offer a richer

perspective on the world than any single discipline can provide which ultimately helps to develop their personality holistically. Apart from this, many Add-on-courses have been made available to students of all streams which have various exit and entry points. The students can leave the particular interdisciplinary programme at any level and his credits are transferred to him/her for that particular time period. The college follows CBCS system to bring students at par with global standards. Under this system students can earn credits by combining unique combinations. It also offers flexibility to students to study at different time and at different institutions to complete one course. Ease of mobility and opening of various avenues makes the gist of this programme. The college is fully equipped to face any challenge of expanding the purview of the programmes. More interdisciplinary and multidisciplinary programmes can easily be added to the list.

16.Academic bank of credits (ABC):

University Grants Commission has notified in the Gazette of India on 28th July, 2021 to establish and operate Academic Bank of Credits in Higher Education Institutions. The institution being proactive in the field has already applied for getting the Digi locker through online as well as offline mode. The registration in the Academic Bank of Credits is possible only after obtaining the Digi locker. The college is fully prepared in the above matter. The college is running the courses under CBCS Scheme or ECS Scheme. The evaluation is made on the basis of Credits.

17.Skill development:

Our institution is a hub of vocational and skill training programs which serve to transmit knowledge and skills to students. Students who come to these institutions with the mindset that they want to improve their education can do so. The college is running skill development courses for B. Voc. Food Processing, Software Development, Garment Designing, Cyber Security and Fashion Technology. These courses emphasize the development of employable skills and entrepreneurship. Moreover, communication, organization, teamwork, timeliness, emotional quotient, critical thinking, creativity, adaptability, computer literacy, and inclusivity are all taught to students through these courses. Students work in teams, and teachers assist them in becoming efficient workers. These classes emphasize the significance of perseverance. In these sessions, students craft their futures. Incubation Center assists students in developing and resolving business issues. It provides consulting and technical services. These centers aid college graduates in launching their own businesses. The college also offers

P.G. and U.G. courses that enhance skills. Our laboratories offer practical instruction. Teachers are effective educators, and these labs serve as knowledge hubs. In these laboratories, students work quickly and think quickly without any constraining factors. Futures are shaped by their time management skills. Many courses with extra value assist students attain higher degrees. These abilities transform their pastimes into talents. These courses produce a workforce that is outstanding, intelligent, and focused. The university has a contemporary language lab for conversational skills.

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

The college ensures that the students look up to their teachers as their gurus and stay connected to them not only during their study programmes but even after they leave the college. Hence, ICT has also made it more convenient and possible. Not only in the class but even outside, not only in college hours but even beyond the time, teachers pass on knowledge to make students spiritually, morally, physically, mentally and academically sound. Now, language barrier is never an issue as teachers use all suitable mediums of instruction to disseminate knowledge. Moreover, students are given the freedom to emote in the language of their choice so that they get opportunity to express themselves irrespective of their lingual background. Apart from this, all platform, cells, societies, associations, centers and festivals strive to connect students and expose them to the rich culture and heritage that they belong to. For this, many distinguished and eminent personalities are invited to have a good interface with students. Youth Festival & Folk Festival shoulder the responsibility of keeping every student abreast of their rich heritage. All norms are moulded to suit the talent and interest of students. The teachers put stress on their conceptual understanding, working on their creative and critical thinking, equipping them with life skills by connecting with them online. Every kind of method is evolved to make students resilient in the hard times so that they emerge out, after the pandemic. Emphasis on quality will never be compromised. So, every effort has been made and will be made to tread on India's world famous path of Global Knowledge Superpower path.

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

All the programmes of the institution have affixed programme outcomes, programme specific outcomes and course outcomes on their syllabi. These outcomes present clearly and concisely the strengths of the particular programme. Students can visit the college website

and choose a programme according to their interest. These outcomes allow students to know what they will learn in that specific programme, which skill of theirs will be honed, which entrepreneurship skills they will learn, if the programme will generate employability. Programme outcomes contain broad statements about the gist of the entire programme explaining programme with every detail. The students can set their priorities while choosing the programme by planning, evaluating, measuring, estimating the outcomes Programme specific outcomes contain specific statements describing the outcome of that particular programme for every year. The students can gauge what the programme specific outcome would be after the completion of the study every year. It explains to students overall academic excellence that the programme expects from them. It delineates the point of undertaking those specific programmes and how it relates to their life, society and culture. Course outcomes demonstrate outcomes of each course or paper. Students can fathom what they are going to learn in each paper and how the knowledge will equip them after the study of each paper. They get to know how their acquired theory and knowledge will enhance their strength and how they will be able to apply the learnt theory to practical approach. They are told about the rewarding careers they will be eligible for. They are specified what they would be able to learn by the end of the course/paper. The programme outcomes also specify that they would be given opportunities to explore, discover and experiment to enhance their cognitive skills. To conclude programme outcomes, programme specific outcomes and course outcomes provide necessary specificity above the pros and cons of the programme to make it easy for the students to decide their academic journey.

20.Distance education/online education:

Guru Nanak College, Budhlada stayed connected with its students in the disconnected world of Covid-19. Technology was put to its maximum usage during the hard times of the pandemic when all schools & colleges faced a sudden closure and there was no way through which teachers could reach students. But the college took initiative to teach students by providing teachers access to free Wi-Fi facility, Zoom Software App , WebEx, Microsoft Teams and Google Meet. It is difficult to teach when students are sitting apart in their own homes but the teachers believed in themselves and used many online interactive options to keep the process of teaching learning going on. Several workshops were organized for teachers which taught them the nuances of holding online classes. Teachers became learners and quickly learnt how to schedule Zoom, WebEx, Microsoft Team, Google Meet classes and form Google class rooms. They made additional email

addresses to receive a flood of Assignments, MSTs and Exams. In addition to that, department formed YouTube channels where teachers uploaded the lessons in a simple, clear, concise and lucid manner. Questions for quiz were made to make an assessment of the students' grasp on the lesson. For the last two years, the college has been equipping itself regularly with smart technological tools to disseminate knowledge and information to the students. Though the traditional method of direct instruction in class rooms cannot be replaced at any cost, but through digital teaching and learning, we added to, supported & enriched it. It can be said that we had an interactive teaching and learning in a virtual way. Teachers are always there for their students. They always think about their welfare, they learn from them and for them. The college discovered many methods to be capable to reach more students and offered them lessons with a great variety. Technology proved to be a gold mine for the institute. Lessons, assignments and exams were taken online. Online revision and remedial classes benefited all students. The college connected with its students through online teaching for many academic, extra and co-curricular activities to keep stimulating their brains. Many programmes, webinars, workshops, alumni meet, celebration of important days, induction programmes, festivals, competitions, parents' teachers meet were organised with the help of technology. Pandemic could not restrict our activities despite many restrictions it imposed. It proved to be a blessing in disguise for us and now we are more strongly equipped to face any challenge if it poses in the future.

Extended Profile

1.Programme

1.1   **1106**

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

File Description	Documents
Data Template	[View File]()

2.Student

2.1   **4759**

Number of students during the year

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

2.2   **1957**

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   **1579**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **133**

Number of full time teachers during the year

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

3.2   **5**

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	**1106**

File Description	Documents
Data Template	[View File]

2.Student

2.1 Number of students during the year	**4759**

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	**1957**

File Description	Documents
Data Template	[View File]

2.3 Number of outgoing/ final year students during the year	**1579**

File Description	Documents
Data Template	[View File]

3.Academic

3.1 Number of full time teachers during the year	**133**

File Description	Documents
Data Template	[View File]

3.2 Number of sanctioned posts during the year	5

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	80
4.2 Total expenditure excluding salary during the year (INR in lakhs)	15745974
4.3 Total number of computers on campus for academic purposes	305

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution is affiliated to Panjabi University, Patiala, so it adopts the curriculum overview provided by the university. The college has developed a structured mechanism for effective curriculum delivery and documentation. The execution process begins with the Pre-Semester Planning that includes sequential steps such as calculation of workload and distribution of the same by departmental heads as per the subject expertise along with Time Table formulation. In addition to this the Academic Calendar is formulated by the IQAC which is followed by the Modular Plans/Lesson Plans /Teaching Plans at the departmental level. The Semester Activities begin with Orientation programme for students followed by an induction course of 7 days that bridges the intellectual/cultural gap of students before starting with the regular class room teaching and mentoring tutorials. There are a plethora of student enrichment activities e.g. seminars, workshops, webinars, expert lectures, industrial trainings, special talks etc. along with outreach activities like field

tours, educational excursions etc. Regular class tests are taken every month followed by Mid Semester Exams. Remedial and tutorial classes are organized for students according to their needs. Post Semester Activities include collection and documentation of student feedback and submission of internal assessment.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gncbudhlada.org/1.1.1.php

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

In an attempt to increase the efficiency of curriculum delivery, the institution promotes the adoption of learner centric teaching tools and techniques such as power presentation, group discussions, internships and role playing. For the up gradation of subject-related knowledge, guest lectures, seminars, expert lectures of eminent academicians, conferences, exhibitions and workshops are organized. The college has departmental libraries along with a very rich central library with open access system for the benefit of the students. A good number of journals (Science, Arts and Commerce) are subscribed to. E-books and e-journals facility is also available for staff and students.. Each teacher is provided with an academic diary to record timetable, workload, semester teaching plan, actual teaching units and academic and administrative responsibilities carried out. The annual results are documented by the respective departments. The office of the Registrar compiles the documentation from all departments.Further, the Mid semester tests are arranged and held and the results compiled and report cards showing the progress of the students are made and shared with the parents. The Internal Assessment of all students is compiled and recorded and sent to the University. IQAC keeps a vigilant eye on the results, departmental proceedings and student's performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gncbudhlada.org/1.1.2.php

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	A. All 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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

11

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

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

325

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The Institution is an affiliating college of Punjabi University, Patiala so through its co-curricular activities it tries to inculcate values and ethics among its students. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through myriad activities conducted throughout the year. Through these programmes students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. 1. Gender sensitization programmes like lectures, seminars and workshops along with observance of Women's Day. 3. Environmental education through projects, field work, nature club activities and Green Audit. Students are also encouraged to participate in different programmes like online quiz contests organized by other Institutions for enhancing awareness related to the environment. 4. Human values promoted through the activities of the NSS, NCC and various clubs / societies for illuminating the young minds of the duties and responsibilities of the citizens of this country. 5. Community outreach and other social welfare programmes including value education and mental health workshops conducted by various departments time to time. 9. Observance of significant days such as Earth Day, Ozone day, World Environment

Day, Forest Week, AIDS Day, Blood donation camps etc. 10.
Upholding values of multiculturalism, egalitarianism, diversity
and gender empowerment through functions like the Annual
Programme, Independence and Republic Day celebrations as well as
through the activities of various clubs and societies, poster
competitions and presentations etc.

File Description	Documents
Any additional information	View File
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

12

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	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

253

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	A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://gncbudhlada.org/aqar/1.4.2-Feedback-Analysis-Report-2020-21.pdf
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	https://gncbudhlada.org/aqar/SSSR.pdf

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

2019

File Description	Documents
Any additional information	View File
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

824

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

2.2 - Catering to Student Diversity

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

After the admission, all the departments organize Orientation Programs for the students. In these programs, the learning level of students is assessed on the basis of their performance in the preceding examination, their performance in activities, learning speed, Command on language, problem-solving skills, analytical and reasoning abilities. Then, the students are classified into two groups namely; advanced learners and slow learners. As the slow learners need more time to understand the concepts, so, the teachers cater to the individual needs of these students. All departments arrange remedial classes, home assignments, notes in easy language, confidence enhancement and personality development lectures. Small study groups are formed so that individual attention can be provided to these students. Teachers use practical methods and Audio-Visual aids to make teaching learning interesting and fruitful. Regular revisions are encouraged. As advanced learners are well versed with technical concepts and are willing to attain more knowledge, so they are encouraged to grab opportunities as per their skills. These students are motivated to participate in extra and co-curricular activities. Boost-up classes, subject competitions, seminars, workshops, and coaching for various competitions such as UGC-NET, CSIR-NET, GATE, PCS, UPSE, Master Cadre, and Lecturer Cadre etc. are arranged for these

students.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/2.2.1.php
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
4759	133

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

As the vision and mission of the college is to provide quality education so the learning is made more student-centric through a combination of old and new teaching techniques. In order to motivate students beyond the scope of theoretical knowledge various experimental, practical, participatory and problem-solving learning methods like workshops, seminars, guest lectures, group discussions, field visits, educational tours,research projects, internships etc. have been adopted. To illuminate their experiential learning, students are encouraged to participate in competitions organized at state, national and international levels. Students are given individual projects and class assignments, focusing on self-study and independent learning. Classroom discussions, debates, presentations by students, brain storming activities, creating a mind map and role play facilitate participative learning. Students participate in activities organized by cells, societies, NSS and departments. These efforts aim at the enhancement of learning experiences of students to meet the challenges of the new millennium. Student-centric methods for experiential and participatory learning are an integral part of the pedagogies adopted by the teachers for which the institute provides various facilities such as ICT enabled smart class rooms, smart boards, free Wi-Fi to students and teachers, an open access library, facilities to use and download E-resources etc.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	[https://gncbudhlada.org/2.3.1.php]()

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

Guru Nanak College, Budhlada always aims to provide up-to-date ICT infrastructure to faculty and students. The ICT enabled learning environment of the institution is conducive in developing creative and critical thinking as well as scientific temper among the students.The students' learning experiences have been enhanced with the use of ICT during Covid-19 through online teaching-learning.The college has various well-equipped ICT enabled classrooms, seminar halls, conference rooms, laboratories and library. The college provides free Wi-Fi facility to students and faculty. LCD projectors, computers, laptops, printers, smart boards, tablets, etc. are used for effective teaching-learning.College website, You Tube, emails, WhatsApp groups, Zoom, Google Meet, Google Classroom etc. platforms are regularly used to teach, provide learning materials, syllabus, make announcements, conduct tests, make presentations, address queries and share information.Online guest lecturers, workshops, seminars, conferences have been conducted and are still being conducted, for the added advantage of students. A well-equipped open access computerized library with internet facility is available for faculty and students. The college library provides access to unlimited E-resources. Regular workshops are conducted by the college administration for the faculty and students to provide training for the use of ICT.

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

133

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

133

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	View File

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

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

54

File Description	Documents
Any additional information	View File
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

734

File Description	Documents
Any additional information	View File
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.

The college is affiliated to Punjabi University Patiala, So, the college is obliged to implement all directives of the affiliated university regarding continuous internal evaluation. These include the system of Internal Examination, assignments, class tests, seminars etc. The schedule for MST's /Class Tests/Assignments etc. is notified to the students in advance. The schedules announced are strictly adhered to. The Principal through the IQAC and Registrar office of the college monitors the effective implementation of the schedule. The college has a well established Registrar office to manage the internal examinations (MST's) that are conducted two times during each semester for all classes. The college has adopted a centralized system to conduct MST's. To ensure transparency, the table marking system of evaluation has been effectively implemented. The college adheres to the factor of student attendance in all assessments, which serves as an incentive for regularity and academic discipline. The collected assignments, seminars, project reports etc. are evaluated by the teaching faculty and a proper weight age is given in the internal assessment. During the lockdown period after March 2020 due to Covid-19 the institute organized MSTs online successfully and provided the required guidance and training to the staff and students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://gncbudhlada.org/2.5.1.php

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

A transparent, time-bound and efficient method is being followed by Internal Examination branch of our college. As per the university guidelines college Registrar has been appointed for conducting examination smoothly. The college has appointed Internal Examination Committee which works under the guidance of Registrar and Principal .To maintain transparency and uniformity in the assessment of the internal tests, the faculty evaluates the papers within a week of conduction of exams. The evaluated answer sheets are shown to students in class. If the students have any grievances regarding internal examinations, students have to approach Registrar and Grievance Committee. An application duly stating the grievances is to be submitted to the examination branch. Having gone through application the exam branch forwards it to the Principal. The principal in consultation with HOD and faculty takes necessary steps to resolve the grievances. If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms of University.

The Institute follows open evaluation system where the student performance is displayed on the notice board. The final internal assessment marks calculated on the basis of attendance, marks of class test and assignment marks.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://gncbudhlada.org/2.5.2.php

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 college has a stated vision, mission and objective. To attain these attributes Programme Outcomes (POs), Programme Specific Outcomes (PSOs) for all academic programmes are stated by the

Institute as per guidelines of NAAC. The POs are aligned to the learning objectives. POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student.

The COs were designed with the following criteria: The course outcomes identify the minimum achievement required for success in the course. They are based on the principles of Knowledge, Comprehension Application, Analysis, Synthesis and Evaluation.

For each programme, PO/PSO and CO are designed through the following process steps:

? Head of department (HOD) consults faculty and prepares the draft version of the PSO and POs with the help of teachers, which are in line with objectives, Vision, and Mission of the Institute and course requirements.

? Views of alumni, employers are taken by head and teachers. HOD and department faculty analyses and expresses their opinion on the revised PSOs and POs.

? The process is continuously monitored by departments and finally were approved by IQAC

? Mechanism of communication: POs, PSOs, COs are displayed for all stakeholders at Institute's website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gncbudhlada.org/2.6.1.php
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The Institute is affiliated to Punjabi University Patiala. The college offers Undergraduate and Postgraduate programs and courses under in Arts, Commerce, Computer and Science. For these programs and courses, the institute followed the curriculum designed by PUP.

The Programme Outcomes and course outcomes are evaluated by the

institution by direct and indirect methods.

Direct Evaluation: The College considers the following criteria in the direct attainment. Internal assessment is conducted based on COs. Class performance activities consisting of CIE/Formative assessment like assignments / tutorials/ experiments/quiz/any other activity related to COs is conducted.

Indirect Method Evaluation: This method is purely survey oriented, so the calculations are based on data and surveys collected from the following Current Passing out students, Stakeholders, Alumni etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://gncbudhlada.org/2.6.2.php

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

1562

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	[View File](#)
Paste link for the annual report	https://gncbudhlada.org/2.6.3.php

2.7 - Student Satisfaction Survey

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

https://gncbudhlada.org/aqar/SSSR.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)

1.19337

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

4

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

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://pscst.punjab.gov.in/en

3.2 - Innovation Ecosystem

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

The Guru Nanak College Budhlada fosters the culture of scientific inquiry and attempts to develop an intellectually disciplined process through critical thinking among academicians and students.

- The college has established its own incubation centre and cyber security lab that incorporates a variety of sophisticated instruments and softwares.The primary goal of setting up this lab was to detect ongoing attacks, offensive cyber security activities and also to perform defensive actions.
- The Department of Agriculture has created Tissue culture lab facility for innovations and initiatives for transfer of knowledge. This initiative of our college inculcates the research activities in agriculture which often involves growing new plants in a controlled environment.
- Our College is dedicated to promoting innovations in the field of food processing for the benefit of the society and in order to suffice this purpose, it has established Incubation Centre for Fruits and Vegetable based Products in the Department of Food Processing.
- Our college has established Incubation centre for Organic Vegetable Production for providing consumers with natural farm and highly nutrients products. The ultimate aim of starting these programs is to create a vibrant ecosystem for start-ups and give wings to potential young entrepreneurs.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gncbudhlada.org/3.2.1.php

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

18

File Description	Documents
Report of the event	View File
Any additional information	View File
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

3

File Description	Documents
URL to the research page on HEI website	https://gncbudhlada.org/3.3.1.php
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

20

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

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

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

30	

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

Our College is dedicated to its community by fostering extension activities such as NSS, NCC and including various cells (attached reports). They contributed significantly to a sense of brotherhood and holistic development through conducting various activities such as social awareness and tree plantation drives, health awareness camps on campus and in adjacent agrarian villages.

Our NSS volunteer was engaged to aware people about basic protective gear suchas facemasks, social distancing and proper hygiene practices during lockdown. They also motivated farmers to use masks while working in field and distributed clothes, masks and other essentials to needy children and their underprivileged parents. Additionally, these programs strive to introduce concept of social welfare in society without bias. The college has received various appreciations and commendations from Village Panchayats & Government officials for its outreach activities in community.

Moreover Covid Care Centre was set up in college in collaboration with SGPC to cure Covid-19 patients. The medical staff of Sri Guru Ramdas hospital Amritsar was presented for 24 hours. Patients were provided oxygen through concentrators, free medicines and langar and their caretakers. In this way, college has always stood by humanity and would always fulfil its duty.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/3.4.1.php
Upload any additional information	View File

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

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

9

File Description	Documents
Any additional information	View File
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

63

File Description	Documents
Reports of the event organized	View File
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

3163

File Description	Documents
Report of the event	View File
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

112

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

17

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Administrative Block – The Administrative Block includes the Principal's Office and the Meeting Room. There is a main Library, in which we have 4 Reading halls and E resource centre. The College reception is close to the Principal's office for handling the queries of the students. The Accounts Branch and superintendent room is located near to Principal office consists of cash counter and adequate working space for the support staff.

Academic Blocks – The College has two academic Buildings consists of Blocks- Arts, Science, Commerce, Computer , Agriculture, Fashion technology , Music . In addition, there are 6 computer labs, 9 science labs, 11 Agriculture labs, 2 seminar halls, a conference hall and a language lab.

Examination Branch – It includes office of the Controller of Examinations, enough space for branch personnel and storage of question papers and answer sheets for college examinations.

Sports Complex - The College has a sprawling sports complex for organizing sports events and Annual Athletic Meet. College has indoor stadium for facilitating indoor games.

There are enough open spaces in the College: A part of it is used for providing parking facilities. Nursery management, Lawns, Polyhouse, a Vermicompost unit and a Agrometrological observatory have also been constructed there.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gncbudhlada.org/4.1.1.php

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

The College has adequate facilities for cultural activities, yoga, indoor games, and sports. Following facilities are available in the College:

For cultural activities

Conference hall, Seminar halls, lawns and Indoor stadium where students participate in talent hunt competitions, cultural programmes, street plays, mimes, etc., under the guidance and supervision of their teachers, which is also used for debates and discussions. Conference hall and seminar halls are used for organising fresher and farewell functions at the department level. Grounds are also used for organising Consumer Hub, and Agri-Fest organised by Management and Agriculture departments.

For Sports and games

The College has adequate facilities for outdoor and indoor games. There are grounds for various sports, like basketball, badminton, kabaddi, kho-kho, tug of war, cricket, and hockey. There is a 400-meter cinder track available for various sports like a sprint, relay race, hurdle race, cycle race, etc. Facilities for indoor games including chess, carrom board, and table tennis are available in the College.

Gymnasium

A gymnasium, equipped with modern fitness gadgets, has been set up where students can train themselves. This facility is available for both students and faculty. The College has a yoga classroom where faculty and students can meditate and even practice yoga.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gncbudhlada.org/4.1.2.php

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

25

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gncbudhlada.org/4.1.3.php
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)

145.31799

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The college has well structured frames, procedures and policies for maintaining and utilizing physical, academic and support facilities on periodical basis. These physical support facilities include college library, laboratories, indoor sports complex, computers, class rooms, seminar halls, conference rooms and student activity centre(SAC) etc. To facilitate the students and teachers to meet their academic, research and other requirements. The college monitors the equipments/instruments and infrastructure on a regular basis. The labs are well-equipped with all State-of-the-Art infrastructure, equipments and apparatus to meet the requirements of the students and teachers at UG and PG level. Annual stock verification for all the departmental infrastructure is done at the end of the session to find any deficiency related to the stock. The college has central library along with 6

departmental libraries which are well-stocked with all relevant print and electronic resources including text books, reference books and scholarly journals, catering to the different requirements of the students and teachers. The college is having comprehensive infrastructure for sports, co-curricular and extra-curricular activities. The college has Baba Banda Singh Bahadur Indoor Sports Complex cum Indoor Stadium . It is used for organizing various state/ national sports tournaments as well as various activities like prize distribution, talent hunt, convocation, alumini meet etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://gncbudhlada.org/4.2.1.php

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)

4.87313

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

125

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

Policy covering wi-fi, cyber security, and budget allocation for updating IT facilities

The College provides a separate budget allocation for providing IT facilities.

Network Security: To protect the IT network from all kinds of risks and make it secure, the College uses Fortigate 1500D, a next generation firewall. The Wi-Fi facility covers every corner of the campus including classrooms, library, auditorium, cafeteria, lawns and hostels. More than 96 Wi-Fi controller based indoor and outdoor access points have been installed to enable the students to have Internet access from any corner of the campus. The College is availing Internet facility with a 205 MBPS Internet lease line.

Hardware and Software Asset Management: The College makes it a point to ensure that the IT and its tools are used effectively to carry out the teaching, research, administrative and service functions.

Open Source Resources: The College encourages the use of open

source software for teaching, learning and research activities. This software is available under a legally recognized open license-free arrangement for use and redistribution.

Green Computing The College is very particular about using energy efficient CPUs, peripherals, projectors, UPSs and servers to minimize the consumption of power.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gncbudhlada.org/4.3.1.php

4.3.2 - Number of Computers

317

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

144.91753

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.

Adequate physical, academic and support facilities, including laboratories, classrooms, seminar halls and computers etc. are made available to the students admitted to the College. The laboratory attendants maintain records of chemicals, glassware and instruments in the labs. The records of goods/equipment/services are maintained by the Heads in the stock register / maintenance register of every department with the help of the lab assistants.

Academic and support facilities include the libraries, the sports complex, and other platforms required for the students' overall development. The College has one library and a reading hall with wi-fi facility. Every student is allocated a unique id and a password at the time of admission to access the wi-fi.

The college has Baba Banda Singh Bahadur Indoor Sports Complex. It is used for organizing various state/ national sports tournaments as well as various activities like prize distribution, talent hunt, convocation, alumini meet etc. There are 6 computer labs including one cyber security lab. These labs are equipped with 300 computers.

Security guards have been engaged and deployed at appropriate places for the security of the College infrastructure. Several CCTV cameras have been installed to monitor the infrastructure. Technicians maintain the generator, the water tanks, the electric motors and fire extinguishers as per requirement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gncbudhlada.org/4.4.2.php

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

1576

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

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

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

52

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	https://gncbudhlada.org/5.1.3.php
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

352

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

352

File Description	Documents
Any additional information	View File
Number of students benefited 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	View File
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

61

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

366

File Description	Documents
Upload supporting data for student/alumni	View File
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

21

File Description	Documents
Upload supporting data for the same	View File
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.

0

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

The College puts all efforts for the overall personality development through its various sports and cultural activities. The Department of Physical Education not only nurtures sports

talents but also creates atmosphere for achieving excellence. A number of students are the members of the spots wings of Punjabi University, Patiala and the Spots department of Punjab relating to different games, i.e., Volleyball, Basketball, Canoeing, Kayaking, Wushu, Rowing, etc. The students of the college participate in zonal, Inter-Zonal youth festivals and Inter-Zonal of the affiliating university along with North-Zone and All India Inter-University youth festivals. The students also participate in the Folk festival organized by Punjabi university, Patiala and Khalsai Youth festivals organized by SGPC. The students of the college have excelled in the field of sports in the recent past and brought laurels to this institution wining many Gold, Silver and Bronze medals at regional, state and nationals levels. Hence it is worth mentioning that due to COVID 19 pandemic, the Government banned all such activities during the world-wide lockdown. So, our students could not participate in any sports and cultural event during this period.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/5.3.2.php
Upload any additional information	View File

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

4

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Old Students Association is the registered Alumni Association of the institute. College OSA was registered on 23 January 2017. The aim of the college OSA is to bring all the past students on one platform. It is worth mentioning that the college OSA already existed before the official registration and was working continuously for the well-beingness of the college students and development of the college. The college OSA is playing an active and significant role in achieving the vision, mission and aims of the institute by organizing various activities. The college alumni association helps the needy students financially to purchase books and pay college fee. OSA organizes numerous activities to make students aware about the social evils of the society. College alumni association organized plantation drives in the area along with college students to motivate them regarding the preservation of the trees for betterment of the environment. College Old Students Association conducts various meetings with college students to motivate and guide them to achieve their goals in life. OSA also helps to bridge the gap between society and college administration.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/5.4.1.php
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Guru Nanak College, Budhlada, is a pioneer institution of higher education and driven by its vision. and mission.

Vision: "Enlightening Human Mind and Social Empowerment through Education"

Mission- "Transforming the youth into a productive assets of society through value based quality education focusing on their all round development in order to enable them to contribute in the progress of society to their utmost potential."

The College makes every possible effort to accomplish its vision and mission. The College endeavours to impart value-based quality education, making the students academically sound, morally upright, spiritually strong, socially sensitive and globally aware. The College Governing Body, the Academic Council, HoDs, and faculty members put constant effort to devise new and innovative teaching-learning methods to promote and sustain quality education. A large number of facilities for co-curricular and extra-curricular activities are offered to students. The College believes in decentralization and participative management to ensure smooth functioning. Teachers are involved at every stage of the decision-making process. All the HoDs are the members of the College Academic Council. It also includes one Member Secretary and four nominees from the faculty members. Faculty members act as conveners, and members of various committees and cells. In this way they actively participate in the decision-making process.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.1.1.php
Upload any additional information	View File

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

The college promotes and practices a culture of decentralization and participative management without which it would be impossible to efficiently run the complex network of academics, holistic development and smooth functioning of administrative machinery. This has ensured that competent staff is given suitable decision-making platforms. Of the two practices of decentralization and participative management, one is in administrative affairs and the other is in extracurricular activities. All the teaching departments are supervised by HoDs. Further, the college has clubbed all these teaching departments in to 07 different sections. Each section is having its own in-charge and official

set up for administration. Decentralization and participative management is practiced to ensure that there is uniformity in curriculum planning, deployment and evaluation for all the subjects. The second practice is with reference to the functioning of extra and co-curricular activity forums in the college. The college has various such forums in the form of cells, committees, societies and clubs. All of these forums function actively and effectively on the basis of decentralization and participative management. Forum conveners are appointed by the IQAC and are given a Committee to assist them in running the forum activities. The conveners also appoint student coordinators who play an active role. The entire responsibility of planning programmes, and ensuring effective execution lies with the forum convener and committees.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.1.2.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has achieved visible growth in the recent past academicas well as infrastructuraldevelopment.IthasinitiatedaStrategicplan to speed up its growth. It focuses on various aspects of academics, infrastructure, technology, teaching-learning process, governances and environmental awareness. The main features of the strategic perspective Plan are as under:

- Introduction of skill-based and employability based programmes.
- Development and up-gradation of physical infrastructure;
- Introduction of ICT enabled tools in teaching-learning process.
- Development of eco-friendly infrastructure and practices on the Campus.
- Promotion of decentralization and participative management in the College.

The college has adopted blended system of governance including admission, accounts, examination, documentation, notices,

advertisements etc. with the application of advanced technology along with having its manual system as per the special requirements of the students. The strategic/perspective plan has been implemented in the college using two MISs namely SOLITARE and SOUL 3.0 . The SOLITARE comprises different modules which support various areas like online fee payment, student portal, teacher portal etc. Its 'Accounts Module' covers all major accounts related issues like automatic preparation of Ledger Book, Balance Sheet, Cash book and Profit and Loss Account. Similarly, SOUL consists of various modules such as Acquisition, Cataloguing, Circulation, Serials Control, Web-OPAC and Library Administration to do the different kinds of housekeeping jobs in the library.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://gncbudhlada.org/6.2.1.php
Upload any additional information	[View File](#)

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.

Guru Nanak College, Budhlada follows a transparent, democratic, and inclusive hierarchy in its set up.

College Governing Body: The College Governing Body presided over by President, SGPC, Sri Amritsar. SGPC is the primary Institution of Punjab that was founded under the parliamentary act of Sikh Gurdwara Act, 1925. The College Governing Body includes Director-Education-SGPC, Amritsar, additional secretary of Local Management Committee, a UGC Nominee, a nominee of Parent University, i.e. Punjabi University, Patiala, a nominee of DPI, and two senior teachers from the college faculty. The body is responsible for all the significant decisions regarding financial budgets, promotions, framing the College rules, laws, bye-laws, etc.

College Administration: The Principal of the College is at the top of the administration tree. The management has decentralized the authority and responsibility to various faculty members in Academic Council, IQAC-Coordinator, Department-In-charges, HoDs, etc. Administrative Committees: Various committees and cells are

established to simplify administrative procedures. The principal forms different committees to monitor and facilitate several activities organized in the College. These committees are provided with adequate power and authority to enable them to work smoothly and take decisions independently.

Service Rules, Procedures, and Recruitment: Guru Nanak College follows all the laid rules of UGC, Punjab Government, and Parent University, i.e. Punjabi University, Patiala related to recruitment, promotion, other service rules, etc.

The college has formulated its employment policy according to the rules and regulations of UGC, Punjabi University Patiala and Punjab Government rules.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.2.2.php
Link to Organogram of the institution webpage	https://gncbudhlada.org/iqac.php
Upload any additional information	View File

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

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

6.3 - Faculty Empowerment Strategies

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

- The faculty members are eligible for availing Casual Leave

as per Punjabi University, Patiala and Punjab Govt. norms. Vacation is given to teaching faculty/ Non Teaching staff as per Punjabi University, Patiala calendar. Moreover, duty leave facility is also provided staff for attending workshops/conferences/seminars. Medical Leave is for 15 days with pay in a year. Paid Maternity leave is also given to the female employees, for 24 weeks.

- All the staff members, who are eligible as per the Staffs' Provident Fund legislation, shall be enrolled as members. The College makes both the contributions of employee and management to the EPF Scheme authorities. The College endeavors to correspond with the EPF Scheme authorities to obtain the accumulations with interest from the EPF organization.
- The management contributes gratuity to the permanent employees as per Punjabi University, Patiala and Punjab Government norms.
- A faculty member is nominated as the Staff Secretary. He/she coordinates and conducts various programmes such as Retirement parties, condolence meetings, staff meetings etc. The Staff Secretary along with the staff members attends occasions such as marriages in the family of staff members and also pays homage and respect to the deceased member of the family.
- The facility of Free Medical Centre is rendered to the staff members.
- 24×7 Wi-Fi/Internet facility is given to all staff members.
- The facility of advance pay against salary without interest is offered to teaching/non-teaching staff members.
- 10% fee concession to the children of college employees is offered.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.3.1.php
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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

47

File Description	Documents
IQAC report summary	View File
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

The Management Committee has adopted CAS (Career Advancement Scheme) as per the guidelines of UGC. Under this system, the faculty members have to fill self-assessment Performance Based Appraisal System (PBAS) proforma based on Academic Performance Indicators (API), prescribed by the affiliating university. This proforma contains information relating to multiple activities such as subjects taught, work-load, lectures delivered, teaching methods applied, participation in examination and evaluation activities, academic & professional growth, involvement in extra-curricular activities and college administrative work, research work etc. This proforma is verified by the college Principal and forwarded to the Management Committee for proper assessment. Apart from this, the assessment of the university results of the concerned faculty members are assessed before their annual increments. In this way, the overall output of their teaching is measured on the performance of their students in university examinations. The assessment of non-teaching staff is done on the basis of allocated duties, in time completion of these duties, competence and responsibilities which are assigned to them.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.3.5.php
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 separate Accounts and Financial Office for the financial management of the college. This branch has Bursar, Senior Accountant, Accountant and other supporting staff. Annual budget planning is done keeping in view the expenditure and income of the college. The college conducts both internal and external audit to check the accounts. The objective of internal audit is to ensure compliance with the rules and regulations related to finances and accurate and timely financial reporting. It also benefits the management by identifying and rectifying weaknesses in financial management before the review of accounts by external auditors. Internal Audit is made by the Governing Body of the college. For internal monthly audit, a special audit team has been deputed by its parent body- SGPC. The officials of this team check the monthly income and expenditure of the college.

Moreover, the external audit is also conducted by the officials deputed by the concerned authorized government body. An independent chartered accountant firm has been appointed for this purpose. The External Auditor thoroughly examines the books of accounts of the College. If any doubts are raised, they are clarified by the accounts branch staff immediately by providing supporting documents. When an objection is raised, it is removed as soon as possible.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.4.1.php
Upload any additional information	View File

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

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

471500

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Guru Nanak College keeps exploring various sources for mobilizing and generating funds to stay financially sound and self-reliant. A significant chunk of funds is generated by the self-financed programmes. Salary grants, received from the Government are another major source of funds. The College has also been receiving grants from the UGC for various infrastructural and other projects. The College is getting grants from the Department of Biotechnology under the Star College Scheme. The College regularly motivates its faculty members to apply for research grants offered by various funding agencies. As the College enjoys the patronage of the Shiromani Gurdwara Parbandhak Committee, Sri Amritsar, it also provides financial help to deserving students. The College has successfully received a handsome amount in scholarships from governmental and non-governmental agencies. The College enjoys an excellent reputation among philanthropists who donate generously to help the students of the College. Many students of the college have been beneficiaries of scholarships from the Family of Jawahar Singh. The College has a strong alumni network and many alumni have voluntarily donated to the College from time to time.

The College administration ensures optimal utilization of funds in a transparent way through capital budgeting and control procedures. The Purchasing Committee of the College follows a very stringent rules related to purchase that include order placing process based on seeking quotations, performing comparative analysis, and accepting the lowest quotes without compromising quality. The Bursar Office and the internal audit Committee work to ensure optimum utilization of scarce resources.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/6.4.3.php
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

IQAC in collaboration with computer science faculty provided a Interactive training for Online Teaching and Learning after the outbreak of pandemic COVID-19 even before issuance of guidelines by UGC and MHRD

IQAC has managed to alleviate the unnecessary fear of Covid-19 Pandemic among the local area people by organising various social drives.

During the period of lockdown following the Corona pandemic, IQAC with the contribution of various cells distributed masks and sanitisers to the general public, the police personnel, and the hospitals. It also provided rations to the corona-affected poor families.

With the recommendation of IQAC, quarantine centre and special hospital with the facility of ventilators (Covid care centre) were established in the college.

IQAC helped in creating incubation center in college for skill development and to attain course and program outcomes.

IQAC has initiated up-dation of college website , online content management system and online content delivery system for faculty and students.

Establishing Alumni Association in college and holding interaction meetings with achiever alumni.

File Description	Documents
Paste link for additional information	https://gncbudhlada.org/iqac.php
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

IQAC is the foremost coordinating body of the college undertaking regular institutional reviews of the teaching learning process for the implementation of reforms in order to assure quality and excellence. It guides the process of curricula development and restructuring, ensures the implementation of academic calendar and syllabus plan, promotes ICT enhanced teaching, skill-oriented training, linkage with industry, preparation of e-content, monitors functioning of LMS of the college

Reform I: Holistic Development of Students A number of activities are carried out by NSS, NCC & various other clubs, societies, associations, with emphasis on holistic development of the students with focus on Spiritual Development, Mental Development, Emotional Development, Physical Development and Social Development

Reform II: The college has signed MOUs with industry and this linkage with industry invigorates teaching which develops critical and creative thinking among students.

File Description	Documents
Paste link for additional information	http://gncbudhlada.org/6.5.2.php
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)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gncbudhlada.org/iqac.php
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 is a socially learned behaviour based on male and female social expectations and Gender Sensitization provides a clear and exact vision of gender. Guru Nanak College Budhlada aims to educate people on the differences between sex and gender and how gender is socially produced. The need for gender equality has been recognised by everyone in GNC and the college promotes gender sensitivity through various initiatives and actions for creating safe, secure and healthy academic ambience. P.G Department of English, P. G. Dept of Punjabi, and P. G. Dept of Hindi taught paper and topics related with gender equality and Department of Fashion Technology and Home Science specifically focuses on to provide self-employment skills of girls. College provides concessional transport facility to girl students. The college has formulated Anti-Sexual Harassment Cell, Women Empowerment Cell, Discipline Committee, Grievances Redressal Cell and Nanhi Chhan Cell for a secure ambience. Girl students participate in college, university, state and national level co-curricular and extra-curricular activities on regular basis and bring laurels to the institute. Numerous activities such as guest lectures, workshops, exhibitions, seminars, slogan writing competitions, poster making competitions etc are organised by all departments and various cells to promote gender sensitization and equality.

File Description	Documents
Annual gender sensitization action plan	https://gncbudhlada.org/aqar/sensitization_action_plan.pdf
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	https://gncbudhlada.org/7.1.1.php

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	C. Any 2 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

Guru Nanak College Budhlada has well designed methods for the management of waste generated in the campus using the basic waste management strategy of 3R's: Reduce, Reuse and Recycle. The waste generated in the campus include both of biodegradable and non-biodegradable nature.

Liquid and Chemical Waste Management: Waste water generated from the sanitary facilities is disposed of into septic tanks located at different places in the campus and their effluents combined with RO water and canteen waste water is used for gardening, watering trees etc. The laboratory waste water does not contain hazardous chemicals and periodical monitoring is done by the laboratory staff.

Solid Waste Management: Institution has proper channel to collect solid paper waste from departments and offices. After collection it is sent to agencies through proper channel. Collection of

biomasses from green belt kitchen waste and conversion into compost is going on under the observation of Agriculture Department. In College premises burning of any waste material is strictly prohibited.

E-Waste Management: College segregates old computers, batteries, wires and other E-waste articles from all departments and disposes them at regular intervals. This waste is sold to an external agency by following a proper channel.

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	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
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	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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	View File
Details of the Software procured for providing the assistance	View File
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).

The college is named after the first Guru of Sikhism, Sri Guru Nanak Dev Ji. Sri Guru Nanak Dev Ji contributed a lot for the peace, unity, tolerance and harmony in cultural, social, economic and other diversities of society. Following the ideology of Guruji, the institute is committed to provide an inclusive environment both to students and faculty. Students, in all courses, are selected on the basis of merit from all communities having different socio-economic backgrounds by following the reservation policy of State/Centre Govt and university. In class, teachers ensure that class discussions are to the expected level of respectability and encourage all student to participate in curricular, co-curricular and extra-curricular activities. Special orientation programmes have been conducted by all the departments to provide information regarding to sensitise the students about the significance of maintaining tolerance and harmony through their behaviour in day to day life. College has formulated Equal Opportunity Cell to ensure that equal opportunities are given to all students. Different departments, cells and committees organise numerous activities to guide students regarding importance of tolerance and harmony in cultural, regional, socio-economic and other diversities. College has been made an Isolation Ward for Covid-19 patients by the Govt.

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	View File

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

The institution takes serious measures to sensitize students and employees of the institution to the constitutional obligations i.e., values, rights, duties and responsibilities of citizens. The institute constantly works upon to nurture them as better and responsible citizens by conducting numerous activities so that they can contribute in the development of the country. Different departments, cells, committees etc. organise guest lectures, workshops, awareness drives etc. to make students and employees aware for their duties and rights. Constitution Day, Voters Day, Independence Day etc. are celebrated by the college. The college has formulated Legal Awareness Cell. This cell organises activities to provide legal awareness regarding their duties, responsibilities and rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gncbudhlada.org/aqar/constitutional_obligation_activities.pdf
Any other relevant information	https://gncbudhlada.org/aqar/constitutional_obligation_glimpse.pdf

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	A. All of the above

programmes on Code of Conduct are organized

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	[View File](#)
Any other relevant information	[View File](#)

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

Guru Nanak College, Budhlada regularly celebrates national and international days, events, and festivals like Independence Day, Environment Day, International Women's Day, Water Day, Teacher's Day, Hindi Diwas, Matar Bhasha Diwas, International Yoga Day, Health Day, World Food Day, Lohri, Diwali (Green Diwali) etc. with full vigour. All the departments, cells, NSS, NCC and committees play an active role in organizing these events and days. Students take an active part in organising these events and days. Formal announcements are shared with students and faculty through notice boards, circulars, emails and Whatsapp groups.

Along with national and international days, the college organises some local, regional and national events and festivals like Gurpurabs of Sikh Gurus, Diwali, Lohri etc. with an aim to create an awareness about the cultural, social, spiritual and national heritage of the country. The objective of celebrating all these days and events is to encourage students to act as responsible citizens of the world and to instil ethical and moral values.

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	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

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

Guru Nanak College Budhlada has adopted two Best Practices entitled Promoting Heritage, Culture, Sports and Social Values among the Students and Awareness for Environment Conservation and Preservation. Aim of the Best Practice entitled Promoting Heritage, Culture, Sports and Social Values among the Students is to enable the students to have better understanding of heritage, cultural diversity and social values through participation in various cultural activities and to instill the spirit of sportsmanship among the students. To keep the youth away from the alarming threats of the new millennium and channelize their energy towards the right direction the institute is very inclined to promote the heritage, culture, sports and social values among the students. The aim of Awareness for Environment Conservation and Preservation to aware the students and people about environment and contribute in maintaining environment friendly atmosphere and conserve and preserve natural resources. The college has made a sound plan and strategy to initiate a move to curb all kinds of pollution as well as conserve and presence all required natural resources. The students participate in various activities and programmes under the best practices organized by the college and other institutes.

File Description	Documents
Best practices in the Institutional website	https://www.gncbudhlada.org/iqac.php
Any other relevant information	https://gncbudhlada.org/7.2.php

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

Guru Nanak College Budhlada is run by a charitable organization SGPC SHRI AMRITSAR SAHIB and the aim of the institute is to provide value-based quality education in the rural and backward belt of Punjab. The vision of the institute is enlightening human minds through education. The college focuses on the holistic development of students along with inculcating spiritual, moral

and scientific spirit in students. The students do not only acquire formal education in the selected area but receive all round understanding required to become productive assets of the society. Students actively participate in workshops, internships, seminars, various co-curricular and extra-curricular activities. The Institution takes a strong stance in being socially responsible. During the academic session 2020-21 the college has focused on community service along with academic achievements. College actively encourages community engagement of the students that creates a positive impact on their inclusive growth. The college administration, faculty and students made serious efforts for the community service during the crucial times of Covid-19. The college campus was made Isolation Centre for the Covid-19 patients and distributed free masks, sanitizers, food, medicines etc among the needy. The College organised many awareness drives for health, hygiene and environment and received many appreciations.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

- The college will focus on attaining Autonomous Status in academic spheres for skill development and to improve employability of the students.

- The college will start more incubation centers, start-ups and entrepreneurship programs.

- The college will upgrade E-learning resources for the students and faculty.

- The college will continue organizing Academic and Research based activities such as International and National Webinars/Conferences/Symposia.

- The college will focus on to start more skill based and value-added courses

- The institute will focus on active research in the area of

soil fertility, soil quality testing, water sample testing, high quality seed production, integrated farming, crop residue management, stubble burning, vermi-composting, FYM production, Mushroom spawn production etc. so that the people of the region can be trained and rum their own set-ups for economic benefits.

- The college will upgrade its infrastructure according to the new emerging needs as it always strives to improve its infrastructure in order to facilitate its teaching learning programs in the best effective way.

- The college will focus on experience and practical based learning.

- The college will make more efforts to collaborate initiatives of Industry-Academia and Alumni for the attainment of objectives, vision and mission.