



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GGDSD COLLEGE, HARIANA
Name of the head of the Institution		Dr. Gurdip Kumar Sharma
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01886250041
Mobile no.		9417264182
Registered Email		iqacggdsd@gmail.com
Alternate Email		principalggdsdc@gmail.com
Address		VPO Hariana
City/Town		Hoshiarpur
State/UT		Punjab
Pincode		144208
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Jaspal Singh
Phone no/Alternate Phone no.	01886250041
Mobile no.	9855453872
Registered Email	iqacggdsd@gmail.com
Alternate Email	principalggdsdc@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ggdsdcollegeharyana.org/Downloads/AQAR17_18/PBCOGN12151_GGSDSCollegeHaryana_2017_18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ggdsdcollegeharyana.org/Downloads/University/Academic_Calender_2019_20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	73	2005	28-Feb-2005	27-Feb-2010
2	B	2.69	2012	03-Jul-2012	04-Jul-2017
3	B+	2.64	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC	07-Jan-2005
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7. Internal Quality Assurance System

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

IQAC		
Educational Tours organized Educational Tours organized by Arts Department	05-Apr-2019 1	80
Educational Tours organized by Computer Department	18-Mar-2019 1	50
Panjab University Zonal Youth and Heritage Festival, Hoshiarpur (Zone-B) was hosted by our college	07-Oct-2018 4	1167
Meeting of Internal Quality Assurance Cell (IQAC)	04-Aug-2018 1	12
Meeting of Internal Quality Assurance Cell (IQAC)	30-May-2019 1	16
Timely Submission of Annual Quality Assurance Report (AQAR) to NAAC	26-Dec-2018 1	9
Feedback from all stakeholders collected, analysed and used for improvements	24-Jan-2019 1	100
Green Audit Conducted by the College	07-Aug-2018 1	3
NIRF data submission	07-Dec-2018 1	3
AISHE data submission	28-Feb-2019 1	3
Participation in Swatch Bharat Abhiyan by NSS Unit of College	29-Dec-2018 1	55
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Commerce	Sponsorship for Seminar	CDC, PU, CHD	2019 1	40000
Political Science	Sponsorship for Seminar	ICSSR	2019 1	40000
Mathematics	Mathematics Day Celebration Sponsorship	PSCST	2019 1	15000

Physics	Travel Grant for attending International Conference	SERB-DST	2019 1	25000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
<ul style="list-style-type: none"> • New Courses Applied • Sponsored Seminar/ Conferences/ Workshop Organised • Panjab University Zonal Youth and Heritage Festival 2018, Hoshiarpur (Zone B) hosted by the college from 07 Oct 2018 to 10 Oct 2018 • Innovation Cell constituted • The college conducted the Green Audit.

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

Plan of Action	Achivements/Outcomes
(1) To buy new books for effectively running B.Sc.II (Agriculture) and apply for B.Sc.III (Agriculture) . (2) To apply new courses in Commerce and Agriculture stream. (3) To organize National Seminar sponsored by DCDC in Commerce and ICSSR sponsored National Seminar as joint effort by Political Science and Economics Department. (4) To organize extension lecture by IQAC as an initiative to enhance quality practices. (5) To promote cocurricular abilities and skills of students it was	(1) 87 books costing Rs 27,787 were purchased by the college for Agriculture Department. The college applied for B.Sc.III year (Agriculture) to Panjab University Chandigarh and the inspection team visited the college to check the various infrastructure, facilities, staff, books in the college for the above said course and gave its consent to B.Sc.III year (Agriculture). (2) The college applied for PG Diploma in Marketing Management, PG Diploma in Applied Agriculture. (3) The college

decided to host PU Zonal Youth Heritage Festival 2018 in college campus.

organized National Seminar sponsored by DCDC in Commerce on 02.02.2019 and ICSSR sponsored National Seminar on 11.03.2019 by Political Science and Economics Department. (4) The college organized "Lecture on awareness about recent changes in IQAC Procedure and Future Challenges" by Dr. Nisha Bhargava, Principal, MCM DAV College Sector36, Chandigarh on 27/08/2018. (5) The college organized Panjab University Zonal Youth and Heritage Festival 2018, Hoshiarpur(ZoneB) from 7 to 10 October 2018 in which fourteen colleges of B Zone of Hoshiarpur District affiliated to Panjab University participated, nearly 60 items/events approved by Panjab University, Chandigarh were held.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Management	05-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

28-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

- SMS gateway to send important notifications to different stakeholders of the College.
- Upgradation of the college website is done from time to time and important information regarding admission, campus activities and examination is displayed on it.
- Examinations - The entire process of examination of Panjab University is online. The web portal of the university starts from time to time and returns of the student and examination

form is done through it. The teachers have to send online form for evaluation, paper setting and flying squad duties, which are duly approved, by the university. The important links of university regarding date sheet and results are available on the college website and student gets to know the required information from these links.

- Administration - The college does not indulge in any cash payments. The monthly salaries are transferred online through bank directly to the accounts of the individuals.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The academic calendars are prepared for effective delivery of curriculum for each department. The semester plans are prepared by all faculty members and monthly reports are submitted to IQAC. The college for effectiveness of delivery conducts monthly exams of all classes. Remedial classes for weak students are conducted along with the implementation of Mentorship Programme. The whole of the faculty make use of ICT. Regular expert lectures are organised to enhance the knowledge base of the students. Personalized approach is followed treating every student unique for the successful delivery of curriculum

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc(Agriculture)	Cultivation off Paddy with Broadcast Method	2
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback on standardized format regarding the college is taken from students, alumni, parents, employer and teachers. The feedback is further analysed in two phases by the feedback committee and by the Principal of the college. The results are derived from them and discussed in detail. Necessary actions are taken based on the suggestions to cover the gap between standards and performance.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Science	180	89	89
BCA	Computer Applications	90	52	52
BCom	Commerce	210	73	73
BSc(Agriculture)	Agriculture	80	51	51
PGDCA	Diploma in computer application	30	16	16
MA	Punjabi	120	23	23
MA	History	120	34	34

BA	Humanities	400	331	331
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	596	73	24	Nil	8

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
32	32	104	4	2	1

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

Yes, the college has implemented Mentorship programme in various courses since 2012. The system was also prevalent in last year in 1:21 ratio. The group of students is allocated to mentor teacher who guides, counsels and help those students to grow both academically and personally.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
669	32	1 : 21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	17	4	1	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Rajiv Kumar	Associate Professor	Publon Peer Review Award 2018 (Appreciation Award)

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The examination and evaluation of the students is as per Panjab University Guidelines/ Rules. Monthly Class test of the students are taken to monitor their performance at college level.

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

Semester Teaching Plans are prepared by Teachers under the instructions of IQAC and monthly reports were submitted by respective teachers. Every department of college follow Academic calendar of Panjab University, Chandigarh. Department activity calendars are prepared by each and every department of the college and is submitted to IQAC. Every department takes monthly test in the last week of every month except July, December, January May.

2.6 – Student Performance and Learning Outcomes

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

http://www.gqdsdcollegeharyana.org/Pages/Program_Outcomes.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

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

<http://www.gqdsdcollegeharyana.org/Pages/SSS.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
		1

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	3	1.65
National	Physcis	1	0
International	Computer Science	1	0
International	Punjabi	2	0
International	Hindi	1	0
International	History	2	0
International	English	3	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Punjabi	3
Commerce	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Ionic Conductivity, SEM, TGA and Rheological studies of Nanodispersed silica based polymer gel electrolytes containing LiBF ₄	Rajiv Kumar, Shuchi Sharma, Dinesh Pathak, Naresh Dhiman, Narinder Arora	Solid State Ionics	2018	6	G.G.D.S.D. College, Haryana	4

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
FTIR, thermal and ionic conductivity studies of nanocomposite polymer electrolytes	Shuchi Sharma, Dinesh Pathak, Naresh Dhiman, Rajiv Kumar, Manoj Kumar	Surface Innovations	2019	1	2	G.G.D.S.D. College, Haryana
FTIR and rheological studies of PMMA based nanodispersed gel polymer electrolytes incorporated with LiBF ₄ and SiO ₂	Simranjit Singh, Narinder Arora, Kamaldeep Paul, Rajiv Kumar, Rajesh Kumar	Ionics	2019	Nil	Nil	G.G.D.S.D. College, Haryana
Conductivity modification of gum acacia based gel electrolytes	Narinder Arora, Viney Sharma, Rajesh Kumar, Rajiv Kumar	Emerging Materials Research	2018	1	1	G.G.D.S.D. College, Haryana

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	30	10	1
Presented papers	9	37	7	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Drug DeAddiction and Traffic Rules	Punjab Police	5	120
The Importance of Eye Donation	Rotary Eye Bank, Hoshiarpur	6	135
Plant Distribution to Staff and Students under 'Tandurust Punjab'	Forest Department, Haryana	2	25
Sh.PLSaini Charitable Red Cross Fund For Poor but Meritorious Scheme	Red Cross, Hoshiarpur	2	3
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness	Red Ribbon Club	Chart making Competition	4	30
Swachh Bharat Abhiyan	NSS	Safai Pakhwada	6	55
Gender Champion	Women Cell	Expert Lecture	3	95
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research	Research Scholars	Contingency/Own resources	180
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research	Sharing of Research facilities	Department of Physics, Sri Sai University, Palampur (H.P.)	12/07/2018	31/12/2019	Research students and teachers
Research	Sharing of Research facilities	PG Department of Physics, DAV College, Amritsar	01/01/2018	31/12/2019	Research students
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1280000	872393

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing

Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EGranthalaya	Fully	3.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	35226	2612008	138	52818	35364	2664826
Reference Books	1127	88215	Nil	Nil	1127	88215
e-Books	3	1000	Nil	Nil	3	1000
Journals	45	47490	1	4705	46	52195
CD & Video	157	Nil	1	Nil	158	Nil
Others (specify)	18	Nil	Nil	Nil	18	Nil

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	89	3	11	0	1	4	24	24	6
Added	0	0	0	0	0	0	0	0	0
Total	89	3	11	0	1	4	24	24	6

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
115000	44123	675000	507357

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

All the policies and procedures for maintaining and utilizing physical, academic and support facilities are available in the college prospectus that every student is provided with at the time of the admission. It comprehensively covers all the rules regarding discipline and academic conduct. The college has various committees like advisory, purchase, construction and beautification committee along with an estate office. Any construction is decided by the construction committee and material regarding construction, renovation and maintenance is duly purchased by the sanction of the committee after invitation of various quotation. The decisions are taken after due deliberations and the proceedings are recorded in the registers. Purchase of new equipments and maintenance of the old ones is done by the purchase committee as it purchases the items after inviting quotations and decisions are taken democratically in the meetings and the proceedings are record in the registers. The college has a research, library and UGC committee that looks into academic affairs. Any purchase of books for the library is proposed by the library committee and executed by the purchase committee. The staff members who apply for various projects have to get the approval of the Research committee first from the college. The UGC committee looks into the various grants and schemes that can be beneficial for the college or staff members individually. The college has many other committees for support facilities that are duly displayed on the College website and in the prospectus of the College. Students use the laboratory, library, sports complex, computers, classrooms as per their time table schedule. The College Gym is used by the students and local people in the evening time. Various committees are also created to streamline the maintenance. Separate AF account is maintained and expenditure is done as per AF rules. Budget is also allocated and passed during the annual management meeting under various heads. Hostel is used as per UGC and Panjab University Norms.

http://www.ggdscollegeharyana.org/Pages/Policies_Procedures_Maintaining.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

Financial Support from institution	SAF, Smt. Saraswati Mishra and Prof. Vijay Kumar Scholarship	48	83000
Financial Support from Other Sources			
a) National	PMS	63	501068
b) International	NILL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Language Lab	01/08/2018	20	English Department
Yoga Meditator	25/12/2018	50	NSS Unit
Personal Counselling and Mentoring	30/08/2018	50	Career Guidance, Counselling and Placement Cell
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Local and Surrounding Area, Schools and Companies	62	16
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	39	BA,B.Sc.,B CA,B.Com	Arts, Science and Commerce	DAV College Hoshiarpur, Govt. College Hoshiarpur, SD College Hoshiarpur, PU Chandigarh.	M.Sc., MA, M.Com
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
National Sports Day	College	98
Annual Athletic Meet	College	421
Staff Cricket Match	College	46
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

GGDSD College has a unique culture of student driven activities and committees for the holistic development of their personality. Various committees and clubs are formed by each department during each academic session. Each committee comprises of a president, vice president, secretary and class representatives. The students are a part of planning, implementation and execution of all the activities. Each committee decides its activity calendar for the session that works under the supervision of the head of the department or a teacher incharge. The gap between the students and the authorities is thus bridged. This year an institute innovation cell was constituted with 10 students from different streams who participated at national level for innovation project competition. The student representative also participate in the organization of

seminars, conferences education tours

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has registered Alumni Association with the following constitution:

• Dr. Gurdip kumar Sharma Patron • Sh. B.L. Mishra Advisor • Sh. Chaman Lal President • Sh. Mohan Singh Lehal Vice President • Sh. P.N. Shahi General Secretary • Sh. Varinder Singh Nimana Joint Secretary • Prof. Suresh Coordinator • Sh. Inderjit Singh Treasurer

5.4.2 – No. of enrolled Alumni:

316

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

This year on 23 Feb 2019, our Alumni eminent scientist Dr. Harbans Bariana of the university of Sydney, Australia visited this college and addressed the student s of the agriculture department.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization The College has a unique mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system: 1. Principal Level The Principal is a member of the College Managing Committee and chairperson of the IQAC. He in consultation with the Advisory Committee and senior members of staff constitutes various committees every year for the smooth functioning and implementation of different academic, student administration and related policies. The composition of these committees is published in the prospectus and is also available online on the website. These committees work under the supervision of their respective heads and perform their duties accordingly. 2. Faculty Level Faculty members are given representation in various committees/cells. The composition the committees is change on rotational basis to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different committees which were functional during the session 201819: • Admission Committee • Examination Committee • Extension Activities • Career Guidance, Counselling and Placement Cell • Scholarship Committee • Campus Beautification and Dispensary Committee • NSS • NCC • Construction Committee • Old Student Association • Discipline and Anti Ragging Committee • NAAC Committee • IQAC Committee • UGC Committee • RTI Committee • Committee Against Sexual Harassment • Research Committee • Anti Drug Cell • Environment Committee • Grievance Redressal Cell • Happiness Committee 3. Student Level The students of the College play an important role in different activities and functions. They are given due representation in each subject society and cell and their inputs and suggestions are duly acknowledged. 4. Non Teaching Staff Level The Non Teaching Staff has representation in the IQAC and their suggestions are duly acknowledged while framing the policies or taking important decisions.

Participative management The institution promotes the culture of participative management at the strategic level, functional level and operational level. • Strategic level: The Principal, governing body, and the IQAC are involved in

defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. A roadmap for the College has been prepared after thorough discussion with the staff keeping in view the opportunities and challenges for the coming years. • Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee. Faculty members are involved in joint research and have published papers in their respective or allied subjects. • Operational level: The Principal interacts with government, University and external agencies. Faculty members maintain interactions with the concerned departments of affiliating university, especially those who are members of the Board of Studies. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co and extracurricular activities Powers were decentralized to organize and host PU Zonal Youth and Heritage Festival, Hoshiarpur (Zone B) from 7 to 10 Oct 2018 and National Seminar in Commerce and Political Science on 02/02/2019 and 11/03/2019 respectively

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Research and Development	The college provides Infrastructure Support to faculty in the form of various journal , ejournals, books, computers and internet for the promotion of research. 3 MOOC programs were attended by two of the faculty member. Faculty members were encouraged to pursue Ph.D. and undertake research projects. One of our staff member Assistant Professor Rajiv Sharma enrolled for Ph.D. in last session. Duty leaves are granted and financial assistance is provided for attending seminars and conferences. Research committee is established to encourage and guide new faculty for research and maintain the quality of research. Proceedings of the hosted seminars are usually published by the College.
Library, ICT and Physical Infrastructure / Instrumentation	The library of the College is completely digitalized providing the facility of access to ejournals, journals, books and some rare manuscripts. The facility of use of computers, internet is provided to students and faculty members. Total 138 books were purchased during the session. New equipments as per the requirement of Agriculture Department were purchased for the Agriculture Lab. The college has 89 computers and three well equipped Computer/Language Labs which are upgraded every year.

Human Resource Management	<p>The college follows the fair policy for recruitment of staff. For the benefit of staff, medical facility is provided in the campus and College extends employee Group Insurance to its employees. Duty leave and financial assistance is provided to the staff members for attending seminars and conferences. Maternity leave is granted as per norms. Equal opportunities are provided to each and every employee to contribute towards development of the College. The College has a working Happiness Committee as an initiative to provide stress free environment to the employees of college. The college also provides the facility of Child Care Centre to the employees.</p>
Industry Interaction / Collaboration	<p>The College undertakes visits to industry as an initiative to bridge the gap between theoretical and practical knowledge. For the purpose, students of Agriculture Department visited the KVK Gurdaspur, Fruit research centre Gangaian, Kisan Mela Kheti Bhawan Hoshiarpur, Kisan Mela Hoshiarpur, Fish Pong Farm Haryana. The College has also developed collaborations with HDFC Bank Haryana and DEWAS HYDROQUIP PVT. LTD.</p>
Admission of Students	<p>Panjab University, Chandigarh issues academic calendar each year for semester and annual programmes. The College strictly follows the calendar and the admission of the students is done likewise. The College carries out its admission process on "First come, First serve" basis. The admission process is completely transparent and is done through advertisement on the College website, display of flexes and distribution of pamphlets. The College makes admission committees for each stream to guide the students regarding admission process. The College publishes its prospectus every year providing the information regarding various courses offered and eligibility criteria. The fees structure for various courses is clearly declared in the prospectus.</p>
Examination and Evaluation	<p>The college follows the norms of Panjab University, Chandigarh with regards to annual and semester examination. As a quality initiative in examination and evaluation, the College regularly conducts monthly and unit test and the record of same is kept to</p>

track the progress of students subsequently improving their performance. The formative and summative assessment of students is evaluated based on attendance, project and assignments given to the students. The comprehensive and continuous evaluation system is adopted to assess students. The PowerPoint Presentations/Group Discussions/Seminars are organized for the students and their participation and response in the class constructs the basis of evaluation.

Curriculum Development

The College follows the curriculum developed by Panjab University, Chandigarh. Nine faculty members of college contribute in the development of curriculum as members of board of studies in Eleven faculties. The various suggestions given by them as representatives of college faculty have been considered from time to time which has contributed to the up gradation of the curriculum.

Teaching and Learning

As a strategy in quality improvement in teaching learning, mentorship programme and remedial classes were conducted simultaneously. ICT integrated teaching was adopted. Library is being digitally upgraded for the benefit of students to enhance their learning capacity. Various seminars and conferences were organized and departmental activities were undertaken for overall development of students and to help learning while doing. Educational and industrial tours were organised to bridge the gap between theoretical and practical knowledge. Two phase analysis of feedback system has been effectively working. Activity Calendar was prepared by each Department. Semester Teaching Plans were directed to be prepared by teachers.

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • College has proposed complete office automation. Office automation will include students' database, faculty and staff database, feedback system etc. • Library automation has already been completed.
Administration	<ul style="list-style-type: none"> • Important Notices and circulars are

	<ul style="list-style-type: none"> uploaded in the college website College has proposed complete office automation Each and every IQAC notice is circulated by the coordinator himself through email or in Whatsapp group Library automation has already been completed
Finance and Accounts	<ul style="list-style-type: none"> Salary of faculty members and staff is transferred directly to the bank account. The fee of the students to the university is transferred online. On line deposit of PF On line deposit of TDS
Student Admission and Support	<ul style="list-style-type: none"> The admission dates of various classes are displayed online on the college website. The academic calendar is made available on the college website. The datesheet is uploaded on the college website. Email ids and contact numbers of all members of Discipline and Anti Ragging Committee, and Grievance redressal cell have been uploaded to the college website and students can communicate to the members through email Important notices and dates concerning students are displayed online on the website. The news paper reports are uploaded regularly on the college website, College Facebook page, Twitter, Instagram.
Examination	<ul style="list-style-type: none"> Faculty members of this college follow fully online system of applying and performing their evaluation duties as invigilator, examiner, head examiner and flying squads as and when appointed by the university. The university opens the online portals of admission, return and examination forms on fixed dates and the details are uploaded accordingly. The approval is intimated online by the university. The Roll Numbers of the students are available online The datesheet of the examination is available online on the college website. The results are declared online by the university

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
17	17	9	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Duty Leave to attend GOC/Refresher/FDP/Seminars/Conferences/BOS/Meetings • Financial assistance for attending seminars and conferences • Employees Provident Fund is deducted and the College Management contributes an equal share in the fund. • Family Pension Fund is also deducted. • Maternity Leave • Fee concession to ward of faculty members • Child care Room Facility • Group Insurance for employees • Rest Room • Canteen • Sanitary pad vending Machine • Gym • Medical facility in Campus • Computer/Laptop and Wifi facility in each 	<ul style="list-style-type: none"> • Employees Provident Fund is deducted and the College Management contributes an equal share in the fund. • Family Pension Fund is also deducted. • Maternity Leave • Fee concession to ward of employee • Child care Room Facility • Group Insurance for employees • Rest room • Medical facility in Campus • Sanitary Pad Vending Machine • Gym • Staff Accommodation • WiFi Facility 	<ul style="list-style-type: none"> • Book Bank • Scholarships • Fee concession • Privilege to pay fees in instalments • Research Room attached to the library • Canteen • Girls Hostel • Girls Common Room • Boys Common Room • Gym • Scooter Cycle Stand • Audio Visual Aids • Computer Browsing Centre • Sanitary Pad Vending Machine • Mentorship Programme • Remedial Classes • Career guidance and counselling facility • Anti Ragging Environment • Computer and Wifi Facility • Departmental Libraries • Refreshment in youth festivals practice days, in NSS and NCC Camps

department • Staff Accommodation • Research Room attached to the library • Individual offices are provided to each department

6.4 – Financial Management and Resource Mobilization

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

Yes Institution conducts internal and external financial audits regularly. A CA has been hired by the College who performs the internal audit regularly. The external audit is done by Indian Audit and Accounts Department on regular basis.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Individuals	200000	Donation
View File		

6.4.3 – Total corpus fund generated

1802289

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	Principal
Administrative	Yes	Punjab Govt. Agency, UGC, EPFO	Yes	CA Mr. PK Khanna

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

The college keeps in touch with the parents of college students through periodic meetings. We take the suggestions from parents on the feedback form and act upon them. Bulk SMS Pack is used to keep in touch with parents and to provide them information about their ward and activities of the college Phone Calls regarding important subjects are made by the office to the parents.

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

Expert lecture on women empowerment Guidance about financial literacy, Banking access Provision for basic computer knowledge.

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

1) Applied for PG Diploma in marketing Management. 2) Applied for PG Diploma in Applied Agriculture. 3) Research Collaboration with PG Department of Physics, DAV College, Amritsar 4) Research Centre in Punjabi was allotted to the College.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

Yes

b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Lecture on awareness about recent changes in IQAC Procedure and Future Challenges by Dr. Nisha Bhargava, Principal, MCM DAV College Sector36, Chandigarh	27/08/2018	27/08/2018	27/08/2018	51
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Guest Lecture on Women Empowerment	28/05/2019	28/05/2019	60	35
Orientation in the beginning of the Session	23/07/2019	28/07/2019	65	60

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

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> • Solar Power use. (The College saves 37.7 of electricity bill annually through this system). • Decline in the use of plastic in College Campus • Tree Plantation on 18th Aug 2018 by the students of the College. • Green Audit is conducted by the college every year. • Swachta hi Sewa day celebration on 25th Oct 2018 • Van Mahoutsav celebrated in the College Campus on 4th August 2018 • Energy Conservation Day celebrated on 14th December 2018 • Increased use of LEDs bulbs in the College. • Water harvesting • Electronic Waste disposal through proper channel

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	18/08/2018	1	Van Mahotsav	To aware local people about global warming and benefits of tree plantation	35
2018	1	1	02/07/2018	1	Distribution of Saplings	To aware the staff and students regarding the benefit of tree plantation and its effects on environment	27

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus	02/07/2018	The College prospectus highlights various rules and codes of conduct for the students and is published each year with all the updates and additions. It is helpful to the students as it spotlights the various academic and administrative committees, the fee

structure, the rules regarding admission, courses of study available in the college, scholarships, stipends, fee concessions, academic calendar, and the list of holidays along with the directions and regulations for the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Punjabi Department organized an exam on Moral Values in collaboration with PPO welfare organization.	06/02/2019	06/02/2019	50
No file uploaded.			

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

- Green Audit is conducted annually.
- Organic farming.
- Energy conservation (Solar power unit has been installed in the College).
- Separate dustbin for wet and dry waste.
- E Waste disposal through proper channel
- Distribution of saplings to the staff and students.
- Initiative to control the use of Polythene Bags in the college campus.
- Production of Vermicompost

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I. Title of the Practice: Saving the Manuscripts. Objective of the Practice: a) To preserve surviving and tangible evidence of our past thoughts. b) To find timeless truth of history. c) To serve as a feeder for multicultural education and research. Context: i) For the purpose of rediscovering and analysing the cultural and scientific heritage the physical survival of Manuscripts is very important. ii) Practice: The manuscripts that are preserved in our college library are of Bhagwat Gita and religious books. Since the college is blessed to have retained rare books and manuscripts, we have been able to trace the roots and individuals through which the knowledge was disseminated. Evidence of Success: • The guests of our college and our old students appreciated this practice. Our old students Dr. Harbans Bariana who is Agricultural Scientist in Sydney University, Australia visited on 23rd February, 2019 to acknowledge us for this continuous practice. • The NAAC Peer team which visited our college in 2017 appreciated our this endeavour. Problem Encountered : The only problem that comes in the way is temperature and humidity control and manuscript storage is a very difficult process. II. Title of the Practice : Day Care Centre Objective of the Practice: The main objective is to provide the teachers and non teaching staff the facility of keeping their children under good care during the hours of work inside the campus so that they can work with peace of mind. Context: To provide a place to take care of the children of the employees while he/she is at work and also to give children the tools of success in future. Practice: We have following facilities at our day care centre: • A newly renovated and fully furnished building. • A small play area in front of the centre. • Toys and all other necessary items like bed, swings, and pantry

are available in the centre. • A care provider and helper Evidence of Success: The success of our practice is evident from the preference of our centre over other centres by the staff of the college. Problem Encountered : The lack of professional staff to train special skills to children.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.ggdsdcollegeharyana.org/Pages/BestPractices.php>

7.3 – Institutional Distinctiveness

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

G.G.D.S.D. College is an institution known for providing quality education to the poor and needy students of kandi area. The college was established in 1945 at Lyallpur (now in Pakistan) and shifted after partition to Haryana in 1949 by Tyagmurti Goswami Ganesh Dutt ji Maharaj with an aim to provide education to socially, economically and educationally backward people of this kandi area who had no access to higher education at that time. Students had to travel long distances to get higher education and the means of transport were few. The college proved to be a blessing to all such people who aspired to get higher education. The college has maintained its rich heritage by imparting quality education without any compromise in quality. Since its inception, it has been a premier source of spreading knowledge by ensuring that learning leads to eternal glory. It has provided an access to higher education to the people of kandi area through personalized teaching, considering every student as important and unique. The aim of the management has been to develop the institution in every aspect, so that ultimately it contributes to allaround development of the students in terms of spiritual, intellectual, moral, physical, aesthetic, power, paradigm of oneness with attitude of integrity, hard work, honesty, fairness and tolerance, so that they can give their best to the society and nation. The college also encourages the teachers to develop professionally and academically as that will enhance the quality of teaching. The teachers who have not acquired the Doctorate degree are encouraged to get enrolled in their respective or allied subjects. The college had also started a research centre in Punjabi duly approved by Panjab University Chandigarh for Ph.D. Four teachers of the college are approved research guides of Panjab University and are supervising research of students in their respective fields. The college encourages teachers to publish papers in quality research journals and books. Financial help is given to the teachers to attend International/National/State level seminars and workshops. The college has adopted four villages (Dholbaha, Janauri, Dandoh and Tappa) of kandi area for social work and extension activities. The college organizes various free medical camps in these villages from time to time to help the poor and needy people of these villages. The residents of these villages get medicines from the college dispensary at nominal rates.

Provide the weblink of the institution

http://www.ggdsdcollegeharyana.org/Pages/Institutional_Distinctiveness.php

8.Future Plans of Actions for Next Academic Year

- College is planning to conduct bio diversity audit.
- College is planning to apply for more courses especially skill development and vocational courses
- The college is planning to upgrade college website and launch a mobile friendly version
- To start online feedback system at various levels
- More activities should be conducted in the surrounding rural areas and adopted villages
- To enroll more students in IIC
- To continue energy conservation initiatives

