YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Guru Nanak College Budhlada
• Name of the Head of the institution	Dr. Narinder Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01652253146
• Mobile no	9876442759
• Registered e-mail	gncbudhlada@yahoo.co.in
• Alternate e-mail	ns_kalra@yahoo.co.in
• Address	Bareta Jakhal Road, Budhlada, Distt Mansa
• City/Town	Budhlada
• State/UT	Punjab
• Pin Code	151502
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	Punjabi University Patiala
• Name of the IQAC Coordinator	Dr. Rishi Kumar
• Phone No.	09464192801
• Alternate phone No.	01652253146
• Mobile	9464192801
• IQAC e-mail address	rishikumar.phd@gmail.com
• Alternate Email address	rishikumar.phd@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	
4.Whether Academic Calendar prepared during the year?	Yes

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A++	3.52	2023	10/06/2023	09/06/2028

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	No File Uploaded

9.No. of IQAC meetings held during the year	2
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

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 plan and discuss about the admission policies and various initiatives required for admissions in UG, PG, and vocational courses. special emphasis to be planned on skill-oriented and value-based short-term courses	It has been unanimously decided that more emphasis to be taken on the rural area and nearby villages for admissions. it was also decided that girl students must be given transport facilities to facilitate them. Dissemination of information Broucher and other means of advertisement were also finalized.
To plan and implement the academic calendar for session 2022-23 by the affiliating university calendar	As the institute is affiliated with Punjabi University it was decided to follow the university calendar and then plan the institutional calendar for smooth conduct of academic year.
To organize student induction, programs, various extension activities, faculty development programs, workshops, seminars, webinars, and industrial visits at the department and college level.	All the cells, committees and departments were given instructions an suggestions to conduct the relevant activities and other events to fulfill the program objectives and intuitional distinctiveness.
To discuss with the HoDs to upload their departmental activities on the college website from time to time and responsibility of website in charge to be given	Ms. Geetu and Ms. Deepali, Department of computer Science were given the charge of the Website and HoDs have been instructed to prepare the activities data and submit them to the concerned faculties after a approval from the IQAC office
To plan and discuss the various audit reports of the college	infrastructural up gradation was discussed and audit reports were reviewed for upcoming sessions of budget planning.
To instruct the Academic Council to plan the meetings with various cells and committees for different activities and with departments for smooth conduct of the academic year.	Academic Council was given instructions to plan the meetings with various cells and committees for different activities and with departments for smooth conduct of the academic year.
To bring our possible suggestions to reform the delivery of academic co-curricular activities.	It was decided in the meeting to continue with the various strategies. or previous sessions such as proctrorial duties, disciple duties, and other activities for the smooth conduct of academic session

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

Name	Date of meeting(s)
SGPC	31/01/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	10/02/2023

15.Multidisciplinary / interdisciplinary

A holistic and multidisciplinary learning is known as a unique educational approach that allows students to learn and explore different courses or curricula from different areas of study. Learning does not remain confined to the boundaries of a particular discipline. It is to be realized that quality of education should not be considered in fragmented terms but in a more holistic and expanded manner. A holistic and multidisciplinary and inter-disciplinary learning approach in education is indispensable for developing well-rounded individuals that possess multifaceted functional capacities. A well identified set of skills and values is needed to develop holistic individuals at different stages of learning to meet the emerging challenges and needs of the modern era. In this regard, an inter-disciplinary and multidisciplinary approach is a system of curriculum integration that attempts to connect different areas of study to illustrate a theme, subject or issue. Hence, there is no place for hard separation between arts and sciences, between curricular and co-curricular activities or between vocational and academic streams adopting an inter-disciplinary approach. This approach is conceived to help students to develop academic expertise with vital leadership skills that can help them in their career path. Guru Nanak College has already adopted a multi-disciplinary learning approach offering many programmes and courses as well as variety of optional subjects which they can opt in their UG and PG programmes.

16.Academic bank of credits (ABC):

One of the provisions of the National Education Policy 2020 (NEP 2020) is the introduction of the Academic Bank of Credit (ABC). It will allow students of undergraduate and postgraduate degree courses to exit the course and enter within a stipulated period. Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued there in, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time. ABC shall not accept any document pertaining to course credits directly from students and shall entertain such documents as valid only when the same are transmitted by the respective, Registered Higher Education Institution. Academic Bank of Credits shall provide to every student the facility to open unique or individual Academic Bank Account in digital form; and the account holder shall be provided with a unique ID and access to the Standard Operating Procedure (SOP). The ABC will allow students to earn credits from various HEIs registered. The student can earn up to 50 per cent credits from outside the college/university where she/he is enrolled for the degree/diploma programme. Courses undergone by the students through the online modes through National Schemes like SWAYAM, NPTEL, V-Lab etc. or of any specified university, shall also be considered for credit transfer and credit accumulation. Credits obtained by students by undergoing Skill-courses from Registered Higher Education Institutions offering vocational Degree or Diploma or Post Graduate Diploma or Certificate programmes are also eligible for accrual and redemption of credits through the Academic Bank of Credits. Guru Nanak College, Budhlada is well prepared to implement Academic Bank Credit system as per proposed by National Education policy 2020 and looks forward to do the required steps by its affiliating university in this regard.

17.Skill development:

Skill development has gained a lot of importance in today's world. With the need to empower the youth, improve their job prospects, and also the economy of the country, skill development has become an essential aspect of education. Today, there is a greater demand for skilled workers. The skill development process helps students to think beyond grades, tap into their capabilities, develop real-life skills, and prepare themselves to be successful in the careers of their choice. It also helps students develop creativity, critical thinking, independent thinking and analytical thinking as skill-based learning focuses on the evaluation and application of facts to real-life problems. Skill-based learning improves employability and helps the youth earn more. Furthermore, it improves the economy of a country and promotes its financial growth. Today, there is a large chunk of the unemployed population consisting of highly educated youth who fail to find employment because of a lack of skills, and skilled individuals who lack eligibility because of a lack of knowledge. So, there is a need to provide skill-based learning in higher education to help students receive vocational training besides academics to improve their chances of better employment and a successful career. It becomes important that the pedagogy emphasizes skill development for students that prepare them for their future careers. This will provide multiple opportunities to students who will acquire skills related to particular professions along with general education. This will help students pursue graduation in a variety of vocations besides the mainstream subjects, such as science, arts, commerce, medicine, engineering, etc. Students will get the freedom to select the vocation of their choice and make a career in it. Moreover, students will get practical experiences in vocational training that will give them better chances at employability. These programs not only provide the vocational training required to improve job prospects but also help develop personalities, enhance work proficiency, and improve communication skills, time management, and negotiation skills. The skill development programs also help the youth identify their interests and talents. It helps them develop flexibility, reliability, productivity, and efficiency. All of this goes on to improve their chances of successful careers and widen

their career opportunities. The government of India launched an initiative in the year 2015 called Skill India. It aimed to train 40 crore Indians in a variety of industrial jobs. Its goal: Empower the youth with schemes and training courses by the year 2022. Guru Nanak College, Budhlada, has seen become a Skill Hub under the government plan to set up skill hubs across India to provide comprehensive skilling and vocational training to students.

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

The Indian Knowledge System (IKS) is a set of Indian knowledge that has been systematically expressed. Starting from the oldest works of knowledge, i.e. from Vedic literature to the indigenous and tribal folklore of the country, Indian knowledge is spreading like a spectrum. There is a vast store of knowledge not only in Sanskrit, Pali and Prakrit, but also in all the indigenous languages of India. This has remained unexplored for decades. Indian knowledge covers basic knowledge, science, engineering and technology, social sciences and humanities through a structured classification system. IKS (Indian Knowledge System) has evolved over millennia. It has many scopes such as Astronomy, Ayurveda and Yoga (Health and Wellness), Mathematics and Computer Science, Languages and Linguistics, Metallurgy, Public Administration, War Technology, Management Science, etc. IKS's contributions to various fields include understanding the motions of the planets, the solar world, and the shape and diameter of the Earth; nature of plants and herbs, skill in surgical procedures; discovered zero, the decimal system of digits, and approximation algorithms for calculating Pi; Panini's General Grammar; steel production methods, good governance and taxes, etc. The IKS, being a vast and undivided source of knowledge and unused for decades, has been decoupled from social memory. Although parts of IKS are continued in the teaching and learning of Sanskrit and other traditions, this type of isolation makes it inaccessible. Simply restoring or enhancing IKS in education creates a new learning compartment that is more dangerous than conservation. Therefore, it is desirable to integrate IKS content into contemporary knowledge in a harmonious manner. Such integration requires a lot of work and clarity. The integration process includes a basic introduction to IKS, its nature and structure, scope and history, the integration of basic concepts of IKS into modern textbooks, and finally the development of IKS, development of Indian thought models based on available IKS literature and their application in various modern problem solving methods. Guru Nanak College Budhlada has already pursued to incorporate the Indian Knowledge System into its teaching learning programmes for the sake of intellectual enrichment of its students.

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

Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery, assessment are planned to achieve stated objectives and outcomes. It focuses on measuring student performance i.e. outcomes at different levels. In other words, Course Outcome (CO) are statements that describe significant and essential learning that learners have achieved, and can reliably demonstrate at the end of a course. Generally three or more course outcomes may be specified for each course based on its weightage. Here, an emphasis is placed on a clearly articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have, when they leave the school system. It is sometimes also called performance-based education and is an attempt to measure educational effectiveness based on results rather than on inputs such as time students spend in class. The student learning outcomes constitute the criteria by which curriculum is developed or redesigned, instructional materials are selected, teaching methods are adopted, and evaluation is conducted. The various OBE programs share an emphasis on changes to the entire educational system, observable and measurable student performance or student outcomes, and the assumption that all students can learn. There is no single grading system that is common, to all programs, nor it is a necessary feature of OBE that traditional letter grades be abandoned.

20.Distance education/online education:

Distance education or online education is also known as e-learning and online learning form of education in which the main elements include physical separation of teachers and students during instruction and the use of various information and communication technologies. Distance learning or a correspondence course is a type of education that does not require an individual to be physically present at the learning center (school, college, etc). In this mode, the students receive their course materials and other resources by email or post. This type of learning places a heavy emphasis on independent study, with little teacher interaction. Students are expected to use the course materials to complete the curriculum on their own. Teachers and students rarely interact at places called study centers. But it is important to follow the deadlines for exams and project submissions. These programmes, which combine regular classroom instruction with distant learning, are also known as hybrid, blended, or correspondence courses. "Online Mode" means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using the internet, eLearning Materials and full-fledged programme delivery through the internet using technology assisted mechanisms and resources."Open and Distance Learning Mode" means a mode of providing flexible learning opportunities by overcoming the separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the learners or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences. When it comes to education, online learning offers the student greater flexibility. The students are free to choose when and where they want to learn. This programme is designed for students who want to complete their education online without having to visit a traditional campus setting. With the development of technology, students now have a wide range of alternatives, ranging from online master's degree programmes to undergraduate degree programmes. As a New Education Policy 2020 has the provision to give the autonomy to the autonomous colleges to

initiate distance online courses themselves, Guru Nanak College is ready to implement this with full of its potential.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	1115

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	4108

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	1078

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	1410

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	113

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	117

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)	180.09566
4.3 Total number of computers on campus for academic purposes	317

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 with Punjabi 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 an 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 classroom teaching and mentoring tutorials. There are a plethora of student enrichment activities e.g. seminars, workshops, webinars, expert lectures, industrial training, special talks, etc. along with outreach activities like fieldtours, 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://www.naac.gncbudhlada.com/1.1.1/**

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://www.naac.gncbudhlada.com/1.1.2/**

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	No File Uploaded
Institutional data in prescribed format (Data Template)	**View File**

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

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

26

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

3330

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 EnvironmentDay, 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

29

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

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

1390

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/about/student-satisfaction-survey**
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/about/feedback-system**

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

1852

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

1041

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.

File Description	Documents
Paste link for additional information	**https://www.naac.gncbudhlada.com/2.2.1/**
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
4108	113

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://www.naac.gncbudhlada.com/2.3.1/**

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 teachinglearning.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 teachinglearning.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

113

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

113

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

38

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

770

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.

File Description	Documents
Any additional information	**View File**
Link for additional information	**https://www.naac.gncbudhlada.com/2.5.1/**

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://www.naac.gncbudhlada.com/2.5.2/**

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.

As the college 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 follows the curriculums designed by Punjabi University Patiala. The college has a stated vision, mission and objective. To attain these attributes, programme outcomes and course outcomes are stated by the Institute. 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. POs, PSOs, COs are displayed for all stakeholders at Institute's website. Students are counselled about the outcomes at the beginning of academic years in regular classes by HODs and the concerned faculties. Newly admitted students are informed about COs in induction program. Every teacher, before start of his/her first lecture, informs course objectives and course outcomes. After completion of each unit of the course, teacher again informs about the CO.

It is made sure by the faculty members on duty during the admission time that they guide and instruct the newcomers for choosing their subjects and courses efficiently.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**https://www.naac.gncbudhlada.com/2.6.1/**
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 college has an effective mechanism to measure attainment of POs and COs with direct and indirect methods.

Direct Method: Continuous evaluation is followed to analyze the attainment levels of POs and COs both for UG and PG Programmes.

External Assessments

- University End Semester Examination
- Project and Viva-Voce
- Field Work

Internal Assessments

- Class Tests
- Assignments
- Seminars
- Internal Assessment Exams
- Classroom Participation

Feedback on Curriculum

Feedback, collected from students and other stakeholders regarding curriculum and specific programmes is also used as a reliable assessment tool for appraising the reach in the attainment of POs, and COs and implement revision, where it is required. Each student has been benefited from the course learnt with respect to its stated outcome.

Indirect Method: Students securing university ranks, progressing into higher studies and prospective careers, qualifying state and national competitive examinations, achievements in sports and cultural activities have also been visible pointers used to determine the successful rendering of POs and COs. Each department ensures proper documentation of student progress to gauge the level of attainment.

Achievements in:

- Cultural activities
- Sports
- Progression to higher education
- Placements
- Competitive exams

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**https://www.naac.gncbudhlada.com/2.6.2/**

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

1371

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**No File Uploaded**
Upload any additional information	**View File**
Paste link for the annual report	**https://www.naac.gncbudhlada.com/2.6.3/**

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/about/student-satisfaction-survey

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**

List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

3.1.2.1 - Number of teachers recognized as research guides

10

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

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

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

0

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

3.2 - Innovation Ecosystem

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

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 incubation center and cyber security lab that incorporates a variety of sophisticated instruments and software. The primary goal of setting up this lab was to detect ongoing attacks, and offensive cyber security activities and also to perform defensive actions.
- The Department of Agriculture has created a Tissue culture lab facility for innovations and initiatives for the transfer of knowledge. This initiative of our college inculcates 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 society and to suffice this purpose, it has established the Incubation Centre for Fruits and Vegetable-based Products in the Department of Food Processing.
- Our college has established an Incubation center for Organic Vegetable Production to provide consumers with natural farm and highly nutritious 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://www.naac.gncbudhlada.com/3.2.1/**

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

10

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

10

File Description	Documents
URL to the research page on HEI website	**https://www.naac.gncbudhlada.com/3.3.1/**

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

34

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

31

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

Dedicated to community enrichment, our college passionately fosters extension activities coordinated by diverse cells and departments. These initiatives play a pivotal role in nurturing a profound sense of brotherhood and holistic development among students and community members alike. Through an array of impactful endeavors including social awareness campaigns, tree plantation drives, and health awareness camps, our college actively engages in fostering positive change. These activities not only contribute to the betterment of society but also instill values of empathy and social responsibility in our students.

Our efforts have not gone unnoticed. Village Panchayats and government officials have extended their heartfelt appreciations and commendations for the college's unwavering commitment to community outreach. These accolades serve as a testament to the tangible impact of our extension activities in fostering meaningful connections with the community and addressing pressing social, environmental, and health-related issues.

As we continue to expand and innovate in our outreach endeavors, our college remains steadfast in its mission to serve as a catalyst for positive change and empowerment, both within our campus and in the surrounding communities.

File Description	Documents
Paste link for additional information	**https://www.naac.gncbudhlada.com/3.4.1/**
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

13

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

49

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

2401

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

82

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

8

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://www.naac.gncbudhlada.com/4.1.1/

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://www.naac.gncbudhlada.com/4.1.2/

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

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.naac.gncbudhlada.com/4.1.3/
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)

1.35148

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-ofthe-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 6departmental 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 extracurricular 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://www.naac.gncbudhlada.com/4.2.1/**

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

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

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

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

0.34015

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**View File**
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

250

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 opensource software for teaching, learning and research activities. This software is available under a legally recognized open licensefree 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://www.naac.gncbudhlada.com/4.3.1/**

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)

180.09566

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://www.naac.gncbudhlada.com/4.4.2/**

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

1238

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

988

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://www.naac.gncbudhlada.com/5.1.3/**
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

1739

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

1739

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	**No File Uploaded**

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

116

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

458

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

33	

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.

32	

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 is dedicated to fostering comprehensive personality development through a diverse range of sports and cultural activities. Under the purview of the Department of Physical Education, emphasis is placed not only on honing athletic abilities but also on cultivating an environment conducive to achieving excellence. A considerable number of students hold membership in the sports wings of Punjabi University, Patiala, as well as the Sports Department of Punjab, participating in various games such as Volleyball, Basketball, Canoeing, Kayaking, Wushu, Rowing, among others. The college actively engages in zonal and Inter-Zonal youth festivals, both at the university level and on a broader North-Zone and All India Inter-university scale. Furthermore, students enthusiastically participate in folk festivals organized by Punjabi University, Patiala, and Khalsai Youth festivals facilitated by SGPC. Demonstrating remarkable prowess, students have garnered numerous Gold, Silver, and Bronze medals at regional, state, and national levels, thereby bringing significant acclaim to the institution. In addition to sporting achievements, students assume roles of responsibility within various academic and administrative bodies/committees of the institution. These include positions such as Class In-charges/CRs, Discipline In charges, IQAC members, as well as active participation in literary clubs and other college committees.

File Description	Documents
Paste link for additional information	**https://www.naac.gncbudhlada.com/5.3.2/**
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

30	

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://www.naac.gncbudhlada.com/5.4.1/**
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://www.naac.gncbudhlada.com/6.1.1/**
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 decisionmaking 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. 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://www.naac.gncbudhlada.com/6.1.2/**
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://www.naac.gncbudhlada.com/6.2.1/**
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 DirectorEducation-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 areestablished 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://www.naac.gncbudhlada.com/6.2.2/**
Link to Organogram of the institution webpage	**https://gncbudhlada.org/iqac**
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	No File Uploaded
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 Leaveas 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://www.naac.gncbudhlada.com/6.3.1/**
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)	**No File Uploaded**

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

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

12

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

21

File Description	Documents
IQAC report summary	**View File**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**View File**
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 extracurricular 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://www.naac.gncbudhlada.com/6.3.5/**
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://www.naac.gncbudhlada.com/6.4.1/**
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)

4.4827

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://www.naac.gncbudhlada.com/6.4.3/
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

At Guru Nanak College Budhlada, the Internal Quality Assurance Cell (IQAC) plays a vital role in fostering a culture of excellence and continuous improvement culture within the institution. Through its dedicated efforts and tireless attempts, the IQAC has played a pivotal role in institutionalizing robust quality assurance strategies and processes.

Ensuring adherence to high academic standards and best practices is at the core of its operation at the college. As a proactive body, The IQAC constantly monitors and evaluates various aspects of the college's functioning, including teaching-learning processes, curriculum development, infrastructure, research activities, and student support services.

The IQAC identifies areas for enhancement and implements targeted interventions to address them through systematic assessment and feedback mechanisms. It promotes a culture of self-evaluation and accountability among faculty, staff, and students, fostering a collective responsibility toward academic excellence.

Moreover, the IQAC catalyzes innovation and development, encouraging the adoption of new technologies and methodologies to enhance the teaching-learning experience. It also facilitates collaborations with industry, academia, and other stakeholders to enrich the academic environment and promote holistic development.

File Description	Documents
Paste link for additional information	https://www.naac.gncbudhlada.com/6.5.1/
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

To ensure that our teaching-learning processes, structures, methodologies, and learning outcomes consistently meet the highest standards, the Internal Quality Assurance Cell (IQAC) of our institution reviews the incremental growth in organizing various activities. The IQAC serves as a dedicated body entrusted with the responsibility of conducting regular reviews and assessments of all facets related to education delivery within our institution.

Moreover, the IQAC evaluates the learning outcomes, achieved by our students. Through rigorous assessment measures and data analysis of student satisfaction surveys, we gauge the extent to which our educational objectives are being met.

Most importantly, these reviews are not one-time endeavors but are conducted at periodic intervals. This commitment to regular assessment ensures that we stay responsive to evolving educational trends. Moreover, IQAC catalyzes innovation and development, encouraging the adoption of new technologies and methodologies to enhance the teaching-learning experience, and collaboration with industries and institutions for internship, training, and project work.

The IQAC's report on attaining the mapping of Course Outcomesand Program Outcomesprovides a comprehensive framework for enhancing the teaching-learning process. By aligning curriculum objectives with broader program goals, our stakeholders gain clarity in expectations and focus their instruction on facilitating the mastery of specific knowledge.

File Description	Documents
Paste link for additional information	https://www.naac.gncbudhlada.com/6.5.2/
Upload any additional information	No File Uploaded

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)	A. All of the above

File Description		Documents

Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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 about the differences between sex and gender and how gender is socially produced. GNC promotes gender sensitivity through various initiatives for creating safe, secure and healthy academic ambience. Various departments teach papers and topics related with gender equality and Department of Fashion Technology and Home Science specifically focuses on to provide self-employment skills to girls. College provides transport and hostel facility, named Bebe Nanaki Girls Hostel, to girl students. College has formulated Anti-Sexual Harassment Cell, Women Empowerment Cell, Discipline Committee, and Nanhi Chhan Cell and Green Brigade for a secure ambience. Safety is ensured with surveillance cameras. College has special common-rooms, water points and lawns for girl students. Facility of Day Care centre is provided to employees by the college. 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, awareness programmes, poster making competitions etc. are organised by different departments and cells to promote gender equality.

File Description	Documents
Annual gender sensitization action plan	https://www.naac.gncbudhlada.com/media/chapter7/2._Gender_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://www.naac.gncbudhlada.com/7.1.1/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

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

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

GNC has well designed methods for the management of waste generated using the basic waste management strategy of 3R's. The waste generated in campus include biodegradable and non-biodegradable nature. No classified hazardous and medical waste is generated in the campus.

Liquid and Chemical Waste Management:

As the college is located in semi-urban un-sewered area, waste water generated from the sanitary facilities is disposed off into septic tanks located at different places in the campus. Waste water coming from RO and ACs is used for gardening. Waste water produced from the laboratories is very small in quantity and tested regularly.

Solid Waste Management:

In the departments, offices and surrounding building waste collection is done in coloured bins and burning of any waste material is strictly prohibited. College has banned single use of plastic and different collected waste is segregated in biodegradable and non-degradable and it is sent to agencies. Collection of biomasses from green belt, kitchen waste and conversion into compost is going on under Agriculture Department.

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 the contemporary society. Following the ideology of Guruji, the institute is committed to provide an inclusive environment to students and faculty. Admissions are open to all sections of society having diverse cultural and lingual backgrounds. The institution does not discriminate against anyone on the basis of caste, creed or faith. Students from all strata of society as well as geographical diversity are welcome into its fold. In class, teachers encourage all students to participate in

curricular, co-curricular and extra-curricular activities so that can have opportunities to interact with the students form different classes, communities, religions, and different socio-economic sections. It exposes them to respect the cultural and linguistic distinctiveness of others. 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. Various departments made efforts to provide food and clothes to the needy people of underprivileged sections of the society and Awdhoot Ashram.

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 believes that a country can progress only with responsible citizens. The institute is very much aware about sensitizing students and employees about the greatness of our constitution. The basic aim is to educate students and staff members about the importance of preamble, constitutional values, human rights and citizenship. The college also makes them aware about their fundamental rights and duties as citizens of India. The institution takes serious measures to sensitize students and employees about 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 every year. The college has formulated Legal Awareness and Human Rights Cell. This cell organises numerous activities to provide legal awareness regarding the duties, responsibilities and rights of Indian citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**https://www.naac.gncbudhlada.com/media/chapter7/7.1.9_Table_1.pdf**
Any other relevant information	**https://www.naac.gncbudhlada.com/media/chapter7/7.1.9_Proofs_1.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 programmes on Code of Conduct are organized	**A. All of the above**

File Description	Documents
Code of ethics policy document	**View File**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**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 to encourage students to act as responsible citizens of the world and to instil ethical and moral values. College celebrates days and events 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 celebrating these events and days. Students take an active part in organising these events. Formal announcements are shared with students and faculty through notice boards, circulars, emails and Whatsapp groups. Along with international days, the college organises some local, regional and national level events and festivals 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.

Title of Best Practice:

I: Promoting Heritage, Culture, Sports and Social Values among the Students.

II: Awareness for Environment Conservation and Preservation

Objectives of the Practice:

I: To enable the students to have better understanding of heritage, cultural diversity, sports, and social values through participation in various activities.

II: To aware the students and people about environment issues, contribute in conserving and preserving natural resources.

The Context: I: To channelize their energy towards the right direction.

II: As the environment is being deteriorated day by day, it is the need of the hour aware people about the conservation and preservation of environment.

The Practice:

I: All the activities are planned included in the Academic Calendar of the college. and departments. The college has formed various clubs, societies and committees for the organization of all the scheduled activities regularly.

II: The awareness programmes and activities are included in the Academic Calendar and college motivates students and the people to save water, trees, air and soil by conducting relevant activities in the area.

Evidence of Success:

I: A large number of students and people participate in organized activities.

II: College has received appreciations for awareness about environmental issues.

Problems Encountered: More Funds

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

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 an educational institution deeply rooted in the values and teachings of Sri Guru Nanak Dev Ji and dedicated to providing quality education and fostering holistic development among its students. The college was established with the vision of promoting educational excellence among the youth of this rural belt of Punjab. Over the years, it has evolved into a prestigious institution known for its academic prowess and commitment to social responsibility. The College prides itself on its commitment to academic excellence. The institution offers a wide range of undergraduate and postgraduate programs across various disciplines, including arts, science, commerce, and computer applications. The faculty members are highly qualified and dedicated to providing quality education through innovative teaching methods and rigorous curriculum. The college regularly organises co-curricular and extra-curricular activities. These initiatives provide students with a platform to showcase their talents in different areas while fostering a sense of pride in their cultural identity. Its distinctive features, including academic excellence, emphasis on moral values, cultural heritage, sports, community engagement etc. make it a preferred choice for students seeking holistic development.

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 to attain Autonomous Status.**
- **The college will focus on more tie ups with industry for the skill enhancement and to provide more employability opportunities to the students.**
- **The college will focus on to strengthen its research capabilities by encouraging faculty and students to engage in research projects, collaborations with industry, and publication in well reputed academic journals.**

- The institution will focus more on start-ups and entrepreneurships with Government approval.
- The institution will focus on commencing of new skill development courses and programmes as per the global needs of industry and to address the needs of students in the region.
- The college will make more efforts to collaborate initiatives of Industry-Academia and Alumni for the attainment of objectives, vision and mission.