



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GURU NANAK COLLEGE (Autonomous)
Name of the head of the Institution	Dr .M.G.Ragunathan
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	044-22451746
Mobile no.	9841834579
Registered Email	principal@gurunanakcollege.edu.in
Alternate Email	zoologyshift1.hod@gurunanakcollge.edu.i n
Address	Guru Nanak Salai, Velachery
City/Town	Chennai
State/UT	Tamil Nadu
Pincode	600042

<b>2. Institutional Status</b>																									
Autonomous Status (Provide date of Conformant of Autonomous Status)	29-Apr-2015																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	Dr .S.Manikandan																								
Phone no/Alternate Phone no.	04422444621																								
Mobile no.	9025944025																								
Registered Email	iqac@gurunanakcollege.edu.in																								
Alternate Email	manikandan200922@yahoo.in																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="http://gurunanakcollege.edu.in/uploads/reports/aqar/1578631450.pdf">http://gurunanakcollege.edu.in/uploads/reports/aqar/1578631450.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://gurunanakcollege.edu.in/event/1580300996-college-academic-calendar-2018-2019">http://gurunanakcollege.edu.in/event/1580300996-college-academic-calendar-2018-2019</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B++</td> <td>82</td> <td>2003</td> <td>16-Sep-2003</td> <td>15-Sep-2008</td> </tr> <tr> <td>2</td> <td>A</td> <td>3.13</td> <td>2013</td> <td>05-Jan-2013</td> <td>04-Jan-2018</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B++	82	2003	16-Sep-2003	15-Sep-2008	2	A	3.13	2013	05-Jan-2013	04-Jan-2018
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B++	82	2003	16-Sep-2003	15-Sep-2008																				
2	A	3.13	2013	05-Jan-2013	04-Jan-2018																				
<b>6. Date of Establishment of IQAC</b>	07-Jul-2007																								
<b>7. Internal Quality Assurance System</b>																									

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Management information system	30-Oct-2018 30	25
Management Development Programme and Preplacement Training	17-Oct-2018 90	2045
e Resources for learning teaching and research	08-Apr-2019 1	437
No Files Uploaded !!!		

**8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Guru Nanak College	Star College Scheme	DBT	2019 546	6000000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

College Reaccredited at A Grade by NAAC

College is utilising fund from DBT Star college scheme to attain star status

Management Information System with core modules came into existence along with extended Integrated Management System

Computer Labs upgraded with 107 computers Science Laboratories are equipped with the fundings from DST

MoU signed with Pondichery University (Central University) for Twinning Programme  
New course - B.Sc Information Technology introduced

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
To revise the autonomous syllabus to the need of the hour	syllabus of 13 programmes are revised and new programme B.Sc Information Technology was introduced.
To enhance the quality of research and Publications	14 International and 7 national level research papers published in the Journals notified on UGC website. 64 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher
To get into more MOU's to enhance placements	MOU signed with 6 industries for the purpose of Collaborative research work, Patent, Commercialization of research product, Seminars, Placement, Faculty Development Programmes, Skill Development Through Workshops, Industry Institute Interaction
To plan for more seminars and workshop in recent trends	9 Workshops/Seminars Conducted on Industry-Academia Innovative practices during the year
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Council	10-Jan-2020

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

Yes

Date of Visit

29-Aug-2018

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission	2019
Date of Submission	14-Feb-2019
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Yes. The College has a well-equipped Integrated Management System (IMS) that supports the management in decisionmaking to enhance the quality in all arenas of the institution. • Administration - Administration of the College is maintained through e-governance. This module includes file management, circular, Academic Calendar, Biometric attendance for Staff and Research Scholars, Event management, Leave Management, Feedback from all Stakeholders, Student Satisfaction Survey, Exit poll, Online Transfer Certificate, Dean module, Alumni and generation of dynamic reports. • Mobile Attendance - Mobile app for attendance is used to monitor the regularity of the student. Students can view their attendance in their login on daily basis. • Student Admission - Admission of the student includes online application form, profiling of the applicants, shortlisting the students, generation of meritlist, SMS and Email intimation to the shortlisted candidates, document verification and register program, online fee payment, ID card generation. • Student Support - Student support module consists of Student profile, Student Attendance, online application for extension and club activities, selection intimation, Placement • Extension - Extension module includes Selection process, OD provision, Student and Faculty participation and achievements. • Faculty - The faculty module enables the faculty to update their profile in terms of their personal, academic, research and extension activities, to prepare and execute lesson plan, to enter internal marks, to upload question papers, to track mentee's records through mentor process, Online application of leave. • Department/HOD - The Department /HOD login comprises of the following components - Student details, Profile</p>

of the Department, assigning timetable, subject allocation, Student elective, Event management, Leave management, Preexamination and postexamination details, Question paper upload, Assigning and Monitoring of Mentor, Preparation and monitoring of lesson plan, File management and Circular, Assigning Examiners for Practical Examinations, Internal and End Semester Examination Result analysis, Student's Feedback on Teacher's performance and HOD's evaluation of course teacher. • Examination - Examination module includes Online application, Online Fee Payment and reconciliation, Collection of Question paper through online, Hall ticket generation, Examination seating allotment, publication of internal and end semester results, generation of mark statement, QR code for certificate genuinity. • Research - Research covers various modules such as Details of the Research Supervisor and of Research scholar, Doctoral Committee, Publication, Awards, Collaboration, Linkages, MoUs, Consultancy, Patents, Projects, and Research Club. • Finance and Accounts - Tally ERP 9 is used for finance and accounts purpose. Staff Leave and salary is linked to Biometric. For aided staff, Integrated Financial and Human Resource Management System (IFHMS) software implemented by the Government is used. • Notification to various stakeholders are sent through SMS gateway

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Information Technology	18/06/2018

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Structured feedback obtained from various stakeholders are analysed and utilized for overall development of the institution. • Student – Student’s feedback on teacher’s performance and on curricular aspects is conducted by the IQAC cell at the end of every semester. The feedback on teacher’s performance obtained is analysed and discussed with the Course instructor/HOD /Dean and the Principal to ensure quality of teaching learning process. • Student Exit poll is conducted for the final year students during the month of March by the IQAC Cell. The Exit poll feedback covers various aspects like Teachers, Teaching Methods, Relevance of the Syllabus, Non-teaching staff, Extension Programs, Infrastructure, Extra-curricular and Co-Curricular activities and overall experience in the College. The feedback obtained is analysed and presented before the Academic Council/Management for the quality enhancement of the institution. • Teachers – Teacher’s feedback on curricular aspects is collected at the end of every semester. The suggestion is discussed in the Department meeting and placed before the Board of studies to enrich the curriculum. •</p>

**Employers** - The Placement Cell collects the feedback from the employers/recruiters who visit our college. The feedback is collected to analyse the performance level of the student in the interview. The employer gives feedback on the knowledge of the student in his domain, quantitative aptitude, communicative skill, participative nature, skill-sets and adoption to new environment after recruitment. The employers also give feedback on the hospitality, infrastructure and overall experience. The feedback collected is analysed and presented before the IQAC/BOS/Academic Council to ensure quality measures.

- **Subject Experts** - The feedback is collected from the subject experts on course content and designing of curriculum. The IQAC sends a copy of the syllabus through mail to the subject experts before the conduct of BOS meeting. The subject experts provide valuable suggestion at the time of BOS.
- **Alumni** - The feedback is collected on the day of alumni association, through mail or during the BOS. The feedback questions cover on curricular aspects, quality of teaching, campus, infrastructure, alumni association and overall rating of the College. The feedback is analysed by the IQAC and presented before the Management/Governing Body for further action.
- **Parent** - The feedback is collected from the parent on PTA meeting. The parent discusses on various aspects like quality of teaching, infrastructure facility, discipline of the student, and regularity of the student, involvement of the student in extra-curricular activity and overall rating of the College. The feedback is analysed by the Department.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	6109	596	190	38	39

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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



Yes. Mentor - mentee system is actively practised in all the departments. The Head of each Department assigns one faculty member as a mentor over some students for the entire period of study. The mentor records the profile of all the assigned students with regards to their academic performance and co-curricular and extra-curricular activities. The mentor monitors the regularity and discipline of the mentee. The overall performance and regularity of the student is discussed with the parent on the day PTA meeting. The students are allowed to approach the mentor for academic and non-academic support. The mentor counsels, guides and motivates the students and advises the student in career path for higher studies and job. The students are encouraged to participate in co-curricular and extra-curricular activities prerequisite for participation are discussed. Slow learners and Advanced learners are identified by the mentors based on their academic performance. Remedial classes are scheduled for the slow learners with the concerned course instructor and the same is informed to the parent. Advanced learners are motivated to take up projects, certificate courses, to help the slow learners by being the peer leader, to prepare for competitive examinations. The students are motivated to participate in internship programmes. Apart from academic counselling, personal counselling is provided to the students in solving their problems with confidence. Module is designed for implementation of e-mentoring process from the current academic year. The Head of the Department assigns the students to the mentor from his/her credential. The mentor can have a track of his/her mentee's profile in terms of academic, co-curricular and extra-curricular activities. Periodic meeting with the mentee regarding progression and personal grievance are addressed and recorded. The record is maintained confidential. The HOD monitors the mentor and mentee system and suggestions are given as and when required. The main aim of this e-mentoring is to reduce paper work and to maintain confidentiality. The mentor can have contact with the student even after their graduation and can maintain the progressive record. This module can help to strengthen the Alumni network.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
6705	267	1 : 25

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
267	267	0	28	136

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
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**2.6 – Student Performance and Learning Outcomes**

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

<http://gurunanakcollege.edu.in/files/Programme-Outcome.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

**2.7 – Student Satisfaction Survey**

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

[http://gurunanakcollege.edu.in/files/GNC-SSS\(2018-19\).pdf](http://gurunanakcollege.edu.in/files/GNC-SSS(2018-19).pdf)

**CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION****3.1 – Promotion of Research and Facilities**

3.1.1 – The institution provides seed money to its teachers for research

<b>Yes</b>
Name of the teacher getting seed money
Dr.Gunitha Arun chandok, Dr.V.Devi, Dr.Gayathri Harikumar, Dr.Mahendrakumar, Ms.V.Jagadeeswari
<a href="#">View File</a>

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

**3.2 – Resource Mobilization for Research**

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

### 3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### 3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Advanced Zoology and Biotechnology	4
Economics	4
PG Research Department of Commerce	3
GRI (Insect Plant Interaction)	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

### 3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
<b>Attended/Seminars/Workshops</b>	69	169	17	22
<b>Presented papers</b>	38	16	1	0
<b>Resource persons</b>	1	5	4	1
<a href="#">View File</a>				

## 3.5 – Consultancy

### 3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

## 3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
225	212.84

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
AutoLib	Partially	MS-Access version-1.0	2020
AutoLib	Partially	SQL-VB version-6.0	2012
AutoLib	Partially	MySQL-Web based version-8.2	2019

#### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	269	164	269	0	0	58	47	50	0
Added	105	80	105	0	18	3	4	100	0
<b>Total</b>	<b>374</b>	<b>244</b>	<b>374</b>	<b>0</b>	<b>18</b>	<b>61</b>	<b>51</b>	<b>150</b>	<b>0</b>

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

20 MBPS/ GBPS
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#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media centre	<a href="https://drive.google.com/file/d/1o1ega8LOEpbJUW1QCITtKSEF4DUx15ef/view">https://drive.google.com/file/d/1o1ega8LOEpbJUW1QCITtKSEF4DUx15ef/view</a>
Media centre	<a href="https://drive.google.com/file/d/171zfyRZjZyILv87EcMt8VdEiHybld0pZ/view">https://drive.google.com/file/d/171zfyRZjZyILv87EcMt8VdEiHybld0pZ/view</a>
Media centre	<a href="https://drive.google.com/file/d/1bkgNvekjstRaq6zcnzP4zar-ZOB1ICwx/view">https://drive.google.com/file/d/1bkgNvekjstRaq6zcnzP4zar-ZOB1ICwx/view</a>
Media centre	<a href="https://drive.google.com/file/d/1UMmx9zM8jfZtEbFPyC2EmcktFeEuhqEn/view">https://drive.google.com/file/d/1UMmx9zM8jfZtEbFPyC2EmcktFeEuhqEn/view</a>
Media centre	<a href="https://drive.google.com/file/d/1wKGB7">https://drive.google.com/file/d/1wKGB7</a>

[m8VZ6Syg7x9aaJf7fodlGZwOll/view](https://drive.google.com/file/d/1gORvW047410jgOnnYIeEKf5qxOskPBup/view)

Media centre

<https://drive.google.com/file/d/1gORvW047410jgOnnYIeEKf5qxOskPBup/view>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
420	410.84	18	15.97

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

Physical academic and Support facilities Class rooms Allocations of Class rooms are based on the number of students in a section .The college has a planning, building and maintenance committee comprising a members from the management, they take up the work of mentoring the maintenance of the class rooms, periodical painting and white washing. Cleanliness of the class rooms are ensured on daily basis. Laboratories Computer labs are fully equipped and maintained by full time IT team appointed by the college for ensuring the network security, maintenances of the server, protection of system by installing anti-virus software and original software. Computers and printers repaired or replaced based on the wear and tear. Science labs are fully equipped with necessary equipments and practical are conducted in a structured manner. All the labs have lab technicians and lab assistants Library Library has a collection of good academic resources like Books, Periodicals, Newspapers, CD's/DVD's, N-LIST e-resources, Journals, Cartographic resources and e-Question Bank. The library services offered through Library Management Software (LMS) and secured with CCTV. Current Awareness Services is rendered through Library e-groups (Whats App and Google Groups) for Faculty and Students. Sports The college has Sate of art of playground facility to cater to the international standards along with a pavilion maintained by India Cements Ltd. Two cricket grounds, Foot ball and Hockey, Basket Ball, Kabaddi and Kho Kho courts are available. An indoor play area for table tennis and shuttle are available for which the maintenance are out soused • An RO Plant is installed in the Canteen to provide pure drinking water. Generator is available to give uninterrupted power supply. • Hostel facility is available outside the college for men and women and transport is provided to take them to the college. • Canteen, Kappikudil, and Ice cream Parlour are available for students and staff to provide food and refreshments. Others • The various support services provided by the college are displayed at the Entrance. • Staff are appointed for college maintenance activities. • The Digital display provides value quotes and information regarding Admission, Departmental and Sports events, details regarding the Examinations. • The Greenery of the campus is well maintained by trained gardeners on a daily basis • Trained Plumbers and Electricians are available in the campus for any repair and maintenance • Cement benches are placed all around the campus to allow students to rest during break or lunch hours. • Cement dust bins are fixed at various places to keep the campus clean. • Flex boards, Quotes, Directions indicating fixtures are fixed in appropriate places. • Wall paintings depicting the moral values are displayed • Home guards are employed to enhance discipline and security in the campus. • A separate large Parking area is available for students and Staff to park their vehicles. • Staff quarters are available for Principal, Chief Administrative Officer and Estate Officer. • Proper Roads are laid for connectivity within the campus with speed breakers. • Rain water harvesting has been done for

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Guru Nanak College Scholarship	8	150550
Financial Support from Other Sources			
a) National	Tamilnadu Govt. Communities Scholarships, Lakshmi Charities and Private Schoarship	1032	5106423
b) International	Nil	0	0
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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					



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### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
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**No Data Entered/Not Applicable !!!**

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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
SET	2
GATE	1
Any Other	1
Any Other	1
Any Other	47

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### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
----------	-------	------------------------

**No Data Entered/Not Applicable !!!**

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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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**No Data Entered/Not Applicable !!!**

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### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student's Council is the representative body with representation from all the departments as office bearers from their respective departments. The student's council is an integral part of the college system the council is highest formal body of students in the college. It aims to help the students in Social interaction, academic improvement, creative expression and self-responsibility. Vision The Students' Council desires to encourage students to graduate by becoming accountable citizens and moral leaders in the society by creating the experience through innovative activities and programs. Structure Students' Council with representation of office bearers from all the departments, aims to solve the student problems and also acts as voice of the students to the management of the college. This representation to students' council is established by electing the class representatives from each class and section and all individual student from the respective department vote and elect their department representative on a democratic manner to the council. These

democratic elected representatives, represent the council and among them the posts are nominated among themselves unopposed and their posts are declared by the Staff Council of the college officially. The Students' Council is student centered, serving the students, staff and management of the college in smooth functioning of the college. The Students' Council complements the students by providing the experience through varied cultural, social and educational programs by providing an opportunity to every student of the college to participate. The council plays the role of encouraging the overall growth of individual student to have self-realization individually and socially. During the year 2018-2019 the Council has extended its support for conducting various activities. In August 29th and 30th, it organized Cultural programmes of NAAC visit. On 5th Sept., Teachers' Day was celebrated. Guru Siksha-An intercollegiate and interschool event was organized. On 11th January 2019, Indophilia-Inter Collegiate Patriotic Event was organized to inculcate the patriotic values among the students community. The entries for this event amounted to 170 students from various colleges. The motto to spread the ideals of patriotism had been successfully achieved. On 12th January, the Pongal was celebrated to instill the traditional values among the students as "Samathuva Pongal" followed by cultural events. The Students Council organized the Republic Day function on 26th January 2019. During the last week of February 2019, the intra departmental cultural event "Cherish" has been conducted. On March 1st 2019 "Griffin"-Inter-collegiate cultural fest was conducted. On March 8th 2019, the International Women's Day has been celebrated after conducting various competitions to the women students with the co-ordination of the Council Office bearers. Annual Day has been conducted on 9.4.2019, Proficiency prizes and medals had been distributed to deserving students. Students Council has successfully completed all the events in a grand manner during the academic year 2018-2019. The Council complements the experience of students through a wide-ranging diverse academic, cultural, educational, social, and recreational activities. These activities provide the opportunity to balance the academic life and social life of the students to be better citizens of the country.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has an active Alumni Association that supports the growth of the institute by contributing in monetary and non-monetary ways. Meritorious alumni give their valuable suggestions during syllabus revision at the time of the Board of Studies. Alumni share their knowledge by means of special talk or lecture in their respective domains. The alumnae of our college secure placement in positions of high regard and pave way for their juniors to attain the same. Prominent alumni are invited to motivate the students to attain greater Graduation outcome and provide with an exposure for subsequent enhancement in terms of career, higher studies and Entrepreneurship. Library conducts separate alumni meet pertaining to "Noolaga Nanbargal" wherein special lectures are provided regarding various study centres to qualify in competitive examinations, peer team coaching is organized and periodically reviewed. Career guidance and higher studies details are also discussed regularly during alumni meet. The Alumni of 1991-94 batch of the Department of Defence and Strategic Studies organised a Silver Jubilee Reunion on Saturday the 24th August 2019 at 9.30 a.m. in our campus. The programme started off with a welcome address by Mr. Anuraj. Our beloved General secretary and Correspondent Sardar Manjit Singh Nayar initiated the programme through planting of a tree sapling followed by the Principal, Vice-Principal (Shit-II), Dean Research, CAO and the faculty members of the department. The entire programme was well organised by the alumni and they honoured all professors with memento. The Alumni of Department of Chemistry organized an alumni meet "Chemist Gathering" on 27.04.2019. The

alumni from 1993 -96 batch to 2018-19 of total strength 80 participated in the event and shared their campus experiences and memories. They interacted with the retired staff members, current staff members of the department of chemistry and current students. They also shared their work experiences, various opportunities available for the students of chemistry. As a part of this meet, the alumni felicitated Dr. M. Selvaraj, Principal and Associate Professor, Dept. of Chemistry on his retirement in the academic year 2018-19. Alumni association got registered on 12.07.2019 with the name "Guru Nanak College Alumni Foundation". The objective is to strengthen and channelize for the contributions made to their alma- matter by means of financial assistance, knowledge and opportunities transfer, scholarship and endowments for economically backward and meritorious students and towards facilitating student progression. Dr. S. V. Raghavan, Associate Prof. Head (Retd.), Department of Defence Strategic studies is the Chairman. The association composition includes Vice- Chairman, Co-Vice chairman, Treasurer, Advisor, General Secretary and Joint Secretary. Dr. R. Purushothaman, Assistant Professor, Department of Commerce is an Advisor who acts as College Representative for the Alumni Association. The first alumni meet after registration was conducted on 02.10.2019. General secretary and Correspondent Sardar Manjit Singh Nayar, Dr. T. V. Ramana, Former Principal, Guru Nanak College Dr. K. R. Gangadharan, Founder, Heritage elder care services, Hyderabad presided over the function as Chief Guest.

5.4.2 – No. of registered Alumni:

2420

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

97200

5.4.4 – Meetings/activities organized by Alumni Association :

2

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

The institute practices decentralization and participative management. It has a significant impact on decision-making policies, planning and administration. The involvement and cooperation of the Management, Staff, Students and all Stakeholders helps to attain the vision of the College - "to provide quality education to all". The Principal is the Ex-officio member of the Governing body and the chairman of the IQAC. The staff council advises the Principal in internal administration of the College. The staff council meets frequently and its deliberations are kept on record by the Secretary of the Staff Council, nominated by the Principal. The Principal in consultation with the Staff Council nominates different committees for planning, implementation and execution. The composition of the different committees is changed every year in order to provide equal opportunities for academic and professional development of all faculty members. Student play a major role in different activities through student council. It ensures quality at various levels of administration. The institution has various committees with specific function. The College has the following functional committees: • The Governing Council • Finance Committee • Staff Council • IQAC Cell • Planning and evaluation committee • Admission committee • Academic calendar committee • Academic audit committee • Sports committee • Library committee • Student welfare committee • Students discipline committee • Fine arts committee • Grievance Redressal

committee • Anti - Sexual Harassment cell • Attendance monitoring committee • Scholarship monitoring committee • Campus maintenance committee • Canteen committee • Hostel committee • Research coordination committee • Website management committee • Students' Council The institution promotes the culture of participative management in policy-making, framing guidelines, rules and regulation. The Principal, Deans, Heads of the departments, teaching and non-teaching faculty, Student Council members, class student representative's works together on the progression of institution by sharing the responsibilities and participate in the growth and development of the institution.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum is revised once in every three years for core papers and for employability, skill development and Entrepreneurship related papers the changes were made as per requirement of the industry. Autonomy is given to the teachers to frame the syllabus. Suggestion and feedback collected from various stakeholders on curricular aspects are considered while framing the syllabus to enhance the quality of education. Inclusion of Industrial visit, Projects, internship and Field tour at the undergraduate and postgraduate level to make the students to gain experiential learning.
Teaching and Learning	ICT method of teaching is used to make the student involve in learning. Field tours and Industrial visit were organized by most of the departments to impart experiential learning to the students. The learning skills of the student is enhanced through participation in seminars, conference, workshops and various competitions. Science Laboratories have been upgraded through DBT-Star College Scheme. Students and teachers have access to internet facility in the campus to inculcate online learning management resources. The availability of e-book resources helps the student to carry out their project works. In the process of learning, teachers also update their knowledge by enrolling in online courses through Swayam.
Examination and Evaluation	Students learning is assessed by continuous internal test and End semester examination. Apart from tests, the students are evaluated based on the

	class activities like student seminar, group discussions, role-play, debates, assignments, etc.
Research and Development	Motivates the faculty to publish papers in peer reviewed journals with high impact factor and the same is appreciated. Faculty are encouraged to present papers in national and international conferences. Encourages faculty member to supervise M.Phil. and Ph.D. Research Scholars. Faculties are encouraged to do collaborative research to promote quality in research work.
Library, ICT and Physical Infrastructure / Instrumentation	Wi-Fi enabled campus (MoU with Jio) allows the student to access to e-learning resources. Equipment's, Books, desktops and laptops under DBT -Star College Scheme. Separate internet connection in the library to access the e-resources, 64 Fully furnished classrooms. College has indoor and outdoor game facilities extended to student and staff. A well - furnished and air-conditioned ladies rest room with television is available. Water dispensers are provided for all the Department.
Human Resource Management	Faculty Development Programme was organized for the Faculty Members. Encourages faculty member to attend Professional development programme outside the college. Seminar, conferences, workshop and invited lectures were organized to enrich the students and staff during the academic year 2018-19.
Industry Interaction / Collaboration	Placement cell organises training programme for employability related skill development of the student. Industrial visits were organised by various departments to broaden the knowledge of the student. Guest lectures, hands on training programmes, internship were organized to make the student to gain practical knowledge and to understand the requirements of the industries.
Admission of Students	Online admission for both Undergraduate and Postgraduate level. Admission is made strictly on merit basis and the management strictly adheres to the Govt. rules in the process of admissions. Management Quota is also filled on merit basis. Rank list and the date of interview are uploaded on the website and also sent to the

shortlisted candidates through SMS/E-mail.

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

E-governance area	Details
Planning and Development	yes
Administration	yes
Finance and Accounts	yes
Student Admission and Support	yes
Examination	yes

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	28	0	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Gift worth Rs. 2000/-	1. Salary is credited to	1. Management has



on Teachers day and other important occasion to all staff members (eg., Guru Nanak Devji Birth day) 2. For every pongal /Makara shankaranthi/ Lohari cash incentives Rs. 1000/- is provided to all staff members 3. ESI/PF amount is deposited for every staff members 4. 50 of the tuition fees are waived to the wards of the staff members 5. Maternity benefit is provided to an extent of 3 months with salary and further 3 months can be extended on special request 6. Last 2 hours permission are granted to the nursing mothers 7. Faculty Development Programme was organised for all the teaching staff by the college management at Layam Academy 8. One day picnic is organised for the staff every year 9. Free accomodation is provided for the faculty members 10. Leaves granted to staff members on medical grounds 11. Financial assistance for staff/family members are provided for medical emergencies 12. Management is sponsoring for staff sports and cultural activity 13. Sponsoring for registration fee to the staff members for attending International/National Conferences 14. Group Insurance scheme for Students, Teachers, Parents 15. Mineral water Dispenser 16. A/C auditorium provided at free of cost for the personal function of the staff members

all staff members at the end of every month 2. Gift worth Rs. 2000/- on Teachers day and other important occasion to all staff members (eg., Guru Nanak Devji Birth day) For every pongal /Makara shankaranthi/ Lohari cash incentives Rs. 1000/- is provided to all staff members 3. ESI/PF amount is deposited for every staff members 4. 50 of the tuition fees are waived to the wards of the staff members 5. Maternity benefit is provided to an extent of 3 months with salary and further 3 months can be extended on special request 6. Last 2 hours permission are granted to the nursing mothers 7. Faculty Development Programme was organised for all the teaching staff by the college management at Layam Academy 8. One day picnic is organised for the staff every year 9. A/C auditorium provided at free of cost for the personal function of the staff members 10. Festival Advance/ loan are provided to the staff members

sponsored Rs. 5,00,000/- for the students visit to Gujarat 2. Management is providing transportation facilities for Industrial visits to all the students 3. Langar (Free meal scheme) is an unique programme wherein more than 800 students are benefitted every day 4. Management is sponsoring for all sports, cultural for the students every year 5. Onam/Pongal/Makara shankaranthi/ Lohari celebrations are sponsored by the management of the college 6. Students are encouraged and exposures are provided in event management 7. Students are encouraged and exposures are provided in real time entrepreneurship 8. Blood donation camp are organised at regular intervals with not less than 1000 donors 9. College is providing group insurance to all the students 10. Yoga, Meditation, etc are provided by the management to the students as part of the stress management mechanism

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

The college accounts are audited for each financial year and the general audit report are received and submitted to the Governing council for approval in the annual general body meeting. The income and the expenditure accounts and balance sheet are internally audited by Nagarajan Associates, Chartered Accountant, Chennai. External and Statutory audit are done by G.Balu Associates, LLP Chartered Accountant, Chennai. They conduct the audit in accordance with auditing standards generally accepted in India to find out the fair and trueness of the accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
University of Madras, Southern motor corps, Yuva yojana,	969632	NSS Special camp, Pavit singh nayar memorial T20, Lungar
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6.4.3 – Total corpus fund generated

113712909

**6.5 – Internal Quality Assurance System**

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Qualified peer team from Universities	Yes	IQAC
Administrative	Yes	Recognised audit firms	Yes	Internal Auditor, GNC, Chennai

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

Parent - Teacher meetings scheduled in the academic calendar for the every academic year Parent -Teacher meetings are held after the completion of First Internal Assessment and model exams Slow learners and students those who require attention are given counselling in the meeting. Progress of the students are highlighted. Participation of Parents in College Programmes such as Fresher's day, College day and Graduation day

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

Management Development Programme- for Stress Management has been conducted on 17.10.2018 Free Accommodation for estate Officer and CAO inside the campus Sports events for support staff are conducted in part of Sports Day Training given to the administrative staff on operating the administrative modules. Handholding Exercise is done till the staff acquires the necessary skills. •

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

E- Library in separate floor is initiated in the new upcoming Building Food Court concept and canteen 2 to be implemented along with canteen I Medical centre is initiated for the benefit of Students, Teachers and general public Extension of Integrated Management System Hostel facilities for boys have been



extended and girls hostels has been initiated Adoption of School

#### 6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	Yes

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness of entering adulthood: rights and responsibility	30/07/2018	30/07/2019	80	201
Lecture on Gender Equity	03/09/2018	03/09/2018	60	71
Polycystic ovaries Awareness & Womens Health	06/10/2018	06/10/2018	54	96
Workshop on self-defence	19/12/2018	19/12/2018	20	35

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

Percentage of power requirement of the University met by the renewable energy sources
5 Percentage

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	9
Provision for lift	Yes	9
Ramp/Rails	Yes	9
Rest Rooms	Yes	9
Scribes for examination	Yes	12
Special skill development for differently abled students	Yes	20

## 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

## 7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Code of conduct for Science Laboratories	15/05/2018	Standard operating procedure during the carrying out of experiments and the dos and don'ts in the various science laboratories ( Physics, Chemistry, Plant biology, Advanced Zoology, Bio technology) has been mentioned in these manuals
Code of conduct for Computer Laboratories	15/05/2018	Precautionary methods to be followed when using the equipment in the laboratories and code of conduct is given in the handbook
Value Education	15/05/2019	Value education is provided for final UG students to inculcate self values, self analysis and introspection, moral values, constitutional values, Social values, Aesthetic values, Professional values and Environmental ethical values. It also enlighten the students in Guru-Nanak Devji s teaching
Academic calendar	15/05/2018	Talks about the admission and withdrawal to a course on campus, code of conduct for the students, rules and regulations of the college, various facilities and activities in the college, information regarding scholarships, academic

		and co curricular activities.
Hand book of Rules and Regulation	15/05/2018	Standard operating procedure during the carrying out of experiments and the dos and don'ts in the various science laboratories ( Physics, Chemistry, Plant biology, Advanced Zoology, Bio technology) has been mentioned in these manuals

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? The campus is 20 acres in size, carved out of Raj Bhavan. It is full of various kinds of flora and fauna, apart from 722 trees of 163 species, we have banyan enclaves and verdant shades of green throughout the campus. ? We have a walkers path, a pedestrian path inside the campus and a separate exit and entrance for the vehicles. ? The students and faculty are encouraged by the NSS unit, enviro club and departments of Plant biology and Advanced Zoology to keep the campus green by planting more trees and making the campus plastic free zone ? The college has made adequate arrangements for the parking of vehicles (two wheelers, four wheelers). ? Emission test certificates are mandatory for the vehicles in the campus. ? Both staff and students switch off the electrical equipment when not in use ? Staff and students are encouraged to use staircases whenever possible ? Solar energy used in the campus a tune of 10KW ? The college has adequate facilities to collect the rain water for the purpose of gardening. Water recharge pits has been constructed in the various parts of the campus ? College has been declared a No Smoking zone. ? A large number of students and teachers use public transport (Bus, MRTS, and Metro, Train and share autos) to travel from and to the college. ? The college follows reuse / recycle policy as far as the electronic items are concerned. The low end computers which can no longer be upgraded and used at the college but suitable for the type of work done on campus are given away for reuse in the local schools. ? Green Audit ? Plantation of trees on various occasion ? The college initiates measures towards Paperless campus ? Disposal of waste ? Solar power plant to 31 Rain water harvesting pits were erected ? Herbal garden developed and maintained by the Dept. of Botany

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

**BEST PRACTICES** Two best practices successfully implemented by the institution  
**Best Practices I** 1. Title of the Practice Langar system - free meal to economically backward students 2. Objectives of the Practice -  
 • To create universal value of equality among students by connecting through serving food to all.  
 • To extend an ambiance to the needs of students from economically backward and who experience lack of nutritious food.  
 • The kitchen feeds both the body and the spirit of the soul of the students in order to enrich the young minds.  
 • The Langar is run by volunteers, doing selfless service.  
 • This

practice results in oneness in the community as the service ensures the equality among all in the society. 3. The Context Expenses of the Langar are met by management and also voluntary contribution from staff. Students from Economically backward are benefitted by Langar system which makes them to concentrate on academics without starvation 4. The Practice Exclusive Langar kitchen adjoined to the Guru Dwara inside the college campus takes care of cooking and serving food both in morning and afternoon. 5. Evidence of Success Around 400 hundred students are benefitted by this service on daily basis. 6. Problems Encountered and Resources Required Additional space to serve the food to be facilitated along additional resources in order to meet the increased requirement of food to students who participate in extension activities who stay beyond the college hours. 7. Notes (Optional) Best Practices II 1. Title of the Practice General Assembly 2. Objectives of the Practice - • To imbibe values of group prayer among the students. • To nurture and maintain a positive healthy culture which binds everyone together. • To motivate the students by appreciating with rewards and accolades on achievements in academics and co-curricular activities 3. The Context - The college conducts common Assembly every Monday, the week starts with the blessings of the Almighty. All the students assemble in the Assembly Square, which is unique in the Higher Education Institutions. It is used as a platform to provide information concerning college's academic, co-curricular, extension activities and the details of prizes won by students at held various levels. 4. The Practice - The assembly conducted by all the departments based on the scheduled which is given in the college academic calendar. Students of the respective departments organize the assembly with the help of teachers, assembly starts which the Principal welcome to the gathering.it starts with prayer sung by the Gurudwara priest, followed College prayer, thought for the week, National pledge, News for the week, Interesting facts, Quiz, Subjects related information followed by Prizes distribution to winners and participants of activates and competitions. Respective department Heads gives message of values, ethics and of social relevance. Principal shares the information to staffs and students and makes announcements. Finally the prayer ends with National anthem. 5. Evidence of Success - This unique practice provides an opportunity to meet together it is a symbol of college unity. General assembly helps to nurture a sense of belonging towards the institution. General assembly provides a strait to provide information related to the curricular and extra-curricular activities of the college. General assembly has fetched the outcome of Team coordination, ability to conduct programme, speak before a large gathering and developing the confidence to organize. It had provided a training platform for students in sharing their ideas about cultures, ethics, values and current affairs. 6. Problems Encountered and Resources Required - The problems are minimal, time taken for assembling the entire students take more time as they have to reach the assembly area form different blocks positioned in different parts of the campus. The time schedule for assembly conducted by different department varies in accordance with the programme showcased. Resources required are the sound system and the stage area. 7. Notes (Optional) BEST PRACTICES Two best practices successfully implemented by the institution Best Practices I 1. Title of the Practice Langar system - free meal to economically backward students 2. Objectives of the Practice - • To create universal value of equality among students by connecting through serving food to all. • To extend an ambiance to the needs of students from economically backward and who experience lack of nutritious food. • The kitchen feeds both the body and the spirit of the soul of the students in order to enrich the young minds. • The Langar is run by volunteers, doing selfless service. • This practice results in oneness in the community as the service ensures the equality among all in the society. 3. The Context Expenses of the Langar are met by management and also voluntary contribution from staff. Students from Economically backward are benefitted by Langar system which makes them to concentrate on academics without starvation

4. The Practice Exclusive Langar kitchen adjourned to the Guru Dwara inside the college campus takes care of cooking and serving food both in morning and afternoon. 5. Evidence of Success Around 400 hundred students are benefitted by this service on daily basis. 6. Problems Encountered and Resources Required Additional space to serve the food to be facilitated along additional resources in order to meet the increased requirement of food to students who participate in extension activities who stay beyond the college hours. 7. Notes (Optional)

**Best Practices II**

1. Title of the Practice General Assembly
2. Objectives of the Practice -
  - To imbibe values of group prayer among the students.
  - To nurture and maintain a positive healthy culture which binds everyone together.
  - To motivate the students by appreciating with rewards and accolades on achievements in academics and co-curricular activities
3. The Context - The college conducts common Assembly every Monday, the week starts with the blessings of the Almighty. All the students assemble in the Assembly Square, which is unique in the Higher Education Institutions. It is used as a platform to provide information concerning college's academic, co-curricular, extension activities and the details of prizes won by students at held various levels.
4. The Practice - The assembly conducted by all the departments based on the scheduled which is given in the college academic calendar. Students of the respective departments organize the assembly with the help of teachers, assembly starts which the Principal welcome to the gathering. It starts with prayer sung by the Gurudwara priest, followed College prayer, thought for the week, National pledge, News for the week, Interesting facts, Quiz, Subjects related information followed by Prizes distribution to winners and participants of activates and competitions. Respective department Heads gives message of values, ethics and of social relevance. Principal shares the information to staffs and students and makes announcements. Finally the prayer ends with National anthem.
5. Evidence of Success - This unique practice provides an opportunity to meet together it is a symbol of college unity. General assembly helps to nurture a sense of belonging towards the institution. General assembly provides a strait to provide information related to the curricular and extra-curricular activities of the college. General assembly has fetched the outcome of Team coordination, ability to conduct programme, speak before a large gathering and developing the confidence to organize. It had provided a training platform for students in sharing their ideas about cultures, ethics, values and current affairs.
6. Problems Encountered and Resources Required - The problems are minimal, time taken for assembling the entire students take more time as they have to reach the assembly area form different blocks positioned in different parts of the campus. The time schedule for assembly conducted by different department varies in accordance with the programme showcased. Resources required are the sound system and the stage area.

7. Notes (Optional)

**BEST PRACTICES Two best practices successfully implemented by the institution**

**Best Practices I**

1. Title of the Practice Langar system - free meal to economically backward students
2. Objectives of the Practice -
  - To create universal value of equality among students by connecting through serving food to all.
  - To extend an ambiance to the needs of students from economically backward and who experience lack of nutritious food.
  - The kitchen feeds both the body and the spirit of the soul of the students in order to enrich the young minds.
  - The Langar is run by volunteers, doing selfless service.
  - This practice results in oneness in the community as the service ensures the equality among all in the society.
3. The Context Expenses of the Langar are met by management and also voluntary contribution from staff. Students from Economically backward are benefitted by Langar system which makes them to concentrate on academics without starvation
4. The Practice Exclusive Langar kitchen adjourned to the Guru Dwara inside the college campus takes care of cooking and serving food both in morning and afternoon.
5. Evidence of Success Around 400 hundred students are benefitted by this service on daily basis.
6. Problems Encountered and Resources Required Additional space to serve the food



to be facilitated along additional resources in order to meet

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

<http://gurunanakcollege.edu.in/files/Best-practices.pdf>

### 7.3 – Institutional Distinctiveness

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

Management: Our institution does not claim minority benefits though it was founded and established by a Sikh management (Minority). It stands tall extending a strong support to the majority community and strictly adheres to all government regulations. Among 250 members of Guru Nanak Educational Society (GNES), 20 members are elected to form the governing council. No private ownership is claimed. All the members of the council are successful entrepreneurs with high social standing and with the noble vision to serve for the benefit of all, which is our motto "Pro Bono Publico". The management is highly committed and all surplus from the institution is ploughed back for the welfare of the college. Our institution plays a vital role in upgrading youth from weaker sections of the society. This is ascertained by the fact that 92 of our students are socially or economically challenged and one - third are first generation learners. Infrastructure: Gurudwara in the campus ensures instillation of moral values in the minds of children. Langar system is practiced at Gurudwara where free meal is served to all the visitors without distinction of religion, caste, economic status, gender or ethnicity. International standards Cricket ground at a prime position in the campus is an identity. The institution has a MoU with India cements for the maintenance of the cricket ground and our alumni represent in IPL and Ranji trophy. State of the art Auditorium named after the revered warrior "Shaheed Baba Deep Singh Ji", with a capacity of 1000 people, is another feather on our crown. Auditoriums with the name of warriors and Cannon models available at many places of the college instil patriotism in the minds of students. Our campus has the unique advantage of a green and serene atmosphere, sharing a part of Raj Bhavan forest area. There are nearly 520 number of trees in the campus including those that are as old as 50 years. Faculty profile: The profile of the faculty is another exclusive feature. 55 of our faculty are women and 67.5 of teaching staff possess doctorates or national level qualifications. All admissions and selections are purely merit based and thus the institution stands unbiased in terms of caste, creed, religion or gender. Academics and skills: In terms of courses, we are the proud pioneers of B.A Defence Strategic studies, under the University of Madras affiliated colleges. Our college has this course right from its inception and now it is extended to M.A. Programme and 20 defence officers are pursuing their doctoral degrees based on the MoU signed with Defence Services Staff College, Wellington. All students are encouraged to enroll in certificate courses offered thereby ensuring enhanced skills for their career development. Talent Hunt: "Talent Hunt" is a specific activity, wherein, students exhibit their talents in extra-curricular fields for 20 minutes during the break time. It is organised on Tuesdays and Thursdays of every week by language departments. This activity serves as an inspiration and motivation to all the students. Swabodhini: Our campus houses

Provide the weblink of the institution

<http://gurunanakcollege.edu.in/files/Distinctiveness-of-the-intitution.pdf>

### 8.Future Plans of Actions for Next Academic Year

? National level Seminar is to be conducted on the topic of current assessment and accreditation process of NAAC ? Orientation Programme to be conducted for

faculty members on the topic of Outcome based Education. ? New courses to be introduced in the PG Departments. ? Medical centre for student, Staff and public to be initialised ? Guru Nanak Centre for Skill Development to be introduced. ? Decentralized and participative management to be initialized. ? Atleast one core/skill based certificate course to be introduced by the departments. ? Online courses for both faculty and students to be encouraged. ? MAT LAB to be implemented. ? To plan for more International Seminars by departments ? To bring 20 of syllabus revision in all the programmes based on the current scenario. ? Internship programmes to be mandatory for all the programmes. ? To conduct more programmes on the eve of 550th Birth anniversary of Guru Nanak Devji ? Guru Nanak Centre for Research to be established to enhance the quality of research. ? To introduce more certificate and value-added courses ? Scholarship for Sportspersons is to be initialized ? To plan for Competitive Examination Coaching Cell ? Mega Medical Camp to be conducted every year for the benefit of students, teachers and parents. ? Pondicherry University - GNES Twinning Programme to be implemented. ? Virtual Reality Lab and 3D Museums to be planned.