



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	GURU NANK COLLEGE, DHANBAD
• Name of the Head of the institution	DR. SANJAY PRASAD
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	03262305070
• Mobile No:	9431315655
• Registered e-mail	sanjayprasadgnc@gmail.com
• Alternate e-mail	principal@gncollege.org
• Address	RANI ROAD BHUDA BARMASIA
• City/Town	DHANBAD
• State/UT	JHARKHAND
• Pin Code	826001
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	BINOD BIHARI MAHTO KOYALANCHAL UNIVERSITY, DHANBAD				
• Name of the IQAC Coordinator	DIPAK KUMAR				
• Phone No.	03262307745				
• Alternate phone No.	0326230994				
• Mobile	9308788633				
• IQAC e-mail address	dipakgnc@gmail.com				
• Alternate e-mail address					
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gncollege.org/assets23/AOAR%202022-23.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://gncollege.org/assets24/Academic%20Calendar%2024-25.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.16	2015	03/03/2015	02/03/2020
Cycle 2	B	2.42	2021	05/10/2021	04/10/2026
6.Date of Establishment of IQAC			30/11/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	01	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. ICSSR Sponsored Two-day National Seminar on 20th & 21st July 2024.		
2. Two-day Book Fair 2024 organized on 26th and 27th November 2024		
3. Guru Nanak Dev. Lecture series Phase III organized by Departments of BCA, History and Commerce.		
4. Launch of "Baisakhi 2024" College Magazine on 14th April 2024		
5. Employability Skill Training Programme in collaboration with Learnet Institute (Under MoU with Guru Nanak College, Dhanbad) for our Students from 28-02-2024 to 03-05-2024.		
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 Strengthen women's education.	The institution signed an MoU with Indian Association for Women's Studies and jointly organised a regional conference on "Gender and Marginalisation in mid-eastern India: Experiences from Jharkhand, Chattisgarh and Bihar." Collaborative partners were IAWS, Dr. Shyama Prasad Mukherjee University and Guru Nanak College, Dhanbad.
To Organise National Seminar	ICSSR has released fund for organizing National Seminar on "G20:A Global Platform for Economic Development" on 20th and 21st July 2024.
To Publish Seminar Volume	The Seminar Volume is under Publication Authors Press, New Delhi - edited by Dr. Sanjay Prasad
To inculcate reading habits among students annual Book Fair 2024 to be organised	College successfully organised a two days Book Fair on 26th & 27th November 2024
To Continue the practice of organising Guru Nanak Dev Lecture Series	Three departments of the college namely History, BCA and Commerce conducted the distinguished Guru Nanak Dev Lecture Series.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2022-23	01/04/2024

15. Multidisciplinary / interdisciplinary

The aim of the institution is to develop itself as a holistic multidisciplinary institution. The College has established many multidisciplinary courses including programmes such as Spoken Tutorial Programme from IIT-Bombay, Certificate, Diploma courses approved by UGC NSQF, self-financed courses such as BCA and BBA, in-house certificate programme in Creativity (Performing Arts), etc. The institution offers Bachelor Degree/UG programmes in Commerce, Humanities and Social Sciences. Courses such as Understanding India, Health & Wellness, Language & Communication Skills, along with Skill Enhancement course (SEC) , Minor from discipline (MN), Multidisciplinary course (MDC) and Major subjects based on the structure of FYUGP (as per NEP 2020) are offered to the students.

16. Academic bank of credits (ABC):

The draft document for implementation of Academic Bank of Credit (ABC) in higher education institution in the state of Jharkhand was released in the month of October 2023. All universities and HEIs were asked to go through the draft documents before it is finalized. However, students of academic session 2022-26 were asked to open an account for accumulation of Academic Credits, more than 90% of our students have opened ABC Account.

17. Skill development:

The institution runs a number of UGC approved NSQF Certificate and Diploma Courses. Students are also enrolled in the Spoken Tutorial Programme from IIT-Bombay (a project of MHRD). Recently, the institution has come under an MoU with Jharkhand Skill Development Mission Society for EXCEL Programme which is a value addition in the area of skill development / vocational training. These courses have brought a range of variety in providing students with skill-oriented training. The STP programme offers lucrative software courses and enhances the skills of the students in the area of digital training and makes them more employable. Besides the college has been instrumental in providing skills training programme for girl's students through Naandi Foundation: A CSR Initiative of Kotak Mahindra,

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

The College has been alive to the issues of community engagement, environmental education, value education inculcating tolerance and harmony towards cultural, regional, linguistic, communal, socio-economical and other diversities. It is an annual practice of the College to collaborate with its parent body in organising Sadbhavna Diwas Samaroh every year, which helps sensitize people on the issues of tolerance and harmony towards cultural, regional, linguistic, social, and other diversities.

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

As the college is planning itself to have more multidisciplinary subjects and skills courses, it tries to identify the programme learning outcomes that define the specific knowledge, skills, attitudes and values that are acquired by the learner and would ensure that each programme achieves its goal.

20.Distance education/online education:

Since March 2020, the institution has followed the blended technique of teaching-learning. As per available time-table courses are coordinated through Google Meet and Google Classroom as when required so is the case conduct of online internal tests from time to time. Besides this, Guest Lectures by distinguished Professors from outside and Webinars are also organised online.

Extended Profile

1.Programme

1.1	340
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3391
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	166
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	935
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	30
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	25
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	35
Total number of Classrooms and Seminar halls	
4.2	34.36
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	80
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The College implements a well-structured curriculum delivery plan. At the beginning of each academic session, Staff Council Meetings are held to discuss syllabus updates and university regulations. These discussions help teachers effectively plan the curriculum. The College Academic Calendar and timetable are carefully prepared, ensuring each department receives the required teaching hours. Modern teaching methods, including technology-aided and interactive seminar classes, are incorporated to enhance student learning experiences. The Academic Calendar also allocates time for various activities, ensuring smooth academic progress.

Staff Council Meetings occur regularly, approximately every six weeks, with at least six meetings per academic year. These meetings address any issues that arise during curriculum delivery and evaluation, allowing for thorough discussion and resolution. All processes are meticulously documented by the Secretary of the Staff Council, ensuring a smooth and coordinated approach to education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://gncollege.org/academic%20calendar.htm 1

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

Continuous Internal Evaluation (CIE) plays a vital role in the curriculum delivery system. Each department actively incorporates CIE through regular seminar classes, enhanced by technology, throughout the semester. This process enables the College to identify both fast and slow learners, ensuring that appropriate support is provided. Remedial classes are organized for slow learners, while fast learners are encouraged to excel further.

A mid-semester examination, scheduled according to the Academic Calendar, is a key component of CIE. This exam contributes 20% to

the final University assessment, helping to monitor student progress consistently. The College maintains thorough records of all mid-semester examinations, preserving question papers and answer books for future reference.

Additionally, the College conducts a continuous Student Satisfaction Survey to gauge the effectiveness of its academic delivery. Parents' Teachers' Meetings are held annually, providing a platform for feedback from both students and parents. Feedback forms are systematically collected, analyzed, and reviewed by a committee of teachers. The committee's observations and recommendations are forwarded to the Internal Quality Assurance Cell (IQAC) and the College Governing Council, ensuring ongoing improvements in the academic environment. This structured feedback mechanism fosters accountability and promotes enhanced learning outcomes.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://gncollege.org/ptm.html

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

09

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)**

07

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

240

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

240

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 College is committed to raising awareness among students about crucial cross-cutting issues, professional ethics, gender equality, human rights, and environmental sustainability. These topics are integrated into the curriculum through various extension activities and co-curricular opportunities.

Students receive hands-on training through the extension work of NCC cadets and NSS volunteers, fostering a sense of social responsibility. The Department of Creativity and Readers' Club play a significant role in refining the talents of students, offering a platform for artistic and intellectual growth. The College's independent Nature Club encourages students to cultivate respect and humility toward the environment.

In addition, the Guru Nanak Dev Lecture Series, initiated by the IQAC, brings distinguished scholars and academicians from across the country to deliver guest lectures, enriching the academic experience. The College also partners with external organizations for socially meaningful projects, helping students develop into responsible citizens.

Moreover, the College collaborates with its Parent Body, the Gurudwara, to host the annual Sadbhawana Diwas Samaroh in celebration of Guru Nanak Dev's birth anniversary. This event, cherished by the local community of Dhanbad for years, reinforces the values of unity and harmony among students and the broader society.

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	No File Uploaded

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

02

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

61

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
---------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://gncollege.org/ptm.html

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1554

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

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

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

166

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

2.2 - Catering to Student Diversity

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

The college ensures to assess the knowledge levels of the students by adopting different strategies. In the CBCS curricula as per NEP for Four Year Undergraduate Program (FYUGP) 2022 onwards adopted in

the year 2022 , it is mandatory for the students to submit assignment works and appear at the internal examinations conducted for each semester as part of the Continuous Internal Assessment with a weightage of 25 marks in each course. The knowledge level and skills are also assessed by conducting quizzes, classroom presentations and various other means to determine their learning needs. And thereupon, the students are categorized into three categories as slow, average and advanced learners. Slow and average learners are provided with remedial or extra classes towards improving their cognitive skills and encouraged to participate in classroom activities along with Open access to the departmental library in addition to access to the main library with e-library facility.

To further hone the skills of advanced learners, the students are motivated to participate in seminars, workshops and conferences which enables them to get exposure to emerging topics in their respective disciplines. The college provides with an additional course/s of skill enhancement offered under NSQF and Spoken Tutorial Program (MOOC) to meet employability requisite. The college subscribes to all the local dailies and some reputed national dailies, journals and magazines of general interest which are readily available in the Reading Room and library.

File Description	Documents
Link for additional Information	http://gncollege.org/collegelibrary.html
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
113	1

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The present CBCS curricula under NEP , FYUGP 2022 onwards has dawned

to prove beneficial towards imparting focussed learning of a subject through major paper, good communicative skills through Ability Enhancement Course, knowledge in multidisciplinary subjects through Multidisciplinary Course, Skills learning through Skills Course and understanding values through Value Addition Course are a prerequisite nowadays for upward mobility in a career and the same is mandatory for all students. The college adopts various methodologies of Problem Solving, Participative Learning and Experiential Learning as :

The Lecture Method facilitates the teacher to interpret, explain and revise the content of a text for a comprehensive explanation of course content and easier comprehension of the subject. The students get ample time and space to engage in classroom discussions following the end of the lessons.

Interactive methods of teaching such as quizzes, classroom discussions, group discussions and class / departmental seminars, presentations are conducted on a regular basis to help hone these skills in the students.

Through Participative Learning, the students gain a deeper understanding of the subject along with social and civic responsibilities to expand their knowledge domain.

Experiential Learning through field - trips and industry visits in collaboration with renowned companies / firms conducted every year as part of the academic framework enable students to gain additional knowledge by undergoing a mandatory internship/ on-the-job training in order to achieve Project-based Learning.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://gncollege.org/concluded.html

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

ICT enabled teaching aids have been made available in the college. The academic premises is wifi enabled and three halls with LCD projectors for presentations and three classrooms with digital interactive panels/boards provided for the said purpose. The teachers get facilities of using desktops with adequate

configuration with printers and scanners. Webcam facilities are there in the computer labs for arranging virtual classes and official meetings.

Internet Infrastructure:

In addition to Wi-Fi, the college has installed high speed fibre cable connections and a LAN facility.

Software and Applications : The department of Computer Applications and the library have discipline specific software. The college has procured the latest version of software such as Windows - 8,10 and 11 OS and other applications as Adobe CC, C, C++, Server, Dot Net, Java, Windows Server, and MS Office and other open source OS (LINUX, UNIX)-(UBUNTU & LINUX LITE) and application software such as Libre-office, Adobe Reader, Koha Library Software, Tally ERP for Account Department, Master-Soft Software for Student Admission Software for requisite use. The college has subscribed G Suite access for the use of different Google services such as Google Meet, Google Classroom, YouTube etc for academic purposes.

Learning Management System: The teaching Learning and evaluation process is also supported with Google as per need for creating virtual classrooms/ lectures, content sharing, online tests and learning beyond class hours.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://gncollege.org/ictroom.html

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

34

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
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

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

07

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

322

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

2.5 - Evaluation Process and Reforms

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

The college ensures in all manners the smooth functioning of examinations with strict discipline under the semester system at the under-graduate level, for which, the college runs a full-time examination department that plans, executes and evaluates the mechanisms of examination and publication of internal and external results in cohesion with the University. The academic calendar for conduct of academic (external) examinations is prepared and notified by the University. However, the college prepares an academic calendar of its own, which in no case can be contrary to the date sheet provided by the University. The datesheet of internal examination is notified and published at least one week in advance and made available on the college notice boards and academic online platforms.

The question paper is prepared by the faculty members in accordance with the university examination syllabus /format. The answer scripts are evaluated and due weightage is given to a student's attendance in academic and co-curricular activities. The scores obtained in the Internal Examination are submitted to the university examination department to be included in the final grades of the students.

In addition, as part of CIE(continuous internal evaluation) ,teachers also conduct model examinations, open book tests, quizzes,case studies etc.

File Description	Documents
Any additional information	View File
Link for additional information	http://gncollege.org/internalexam.html

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

The college has developed a transparent and robust students grievance redressal mechanism by ensuring active involvement of the Controller of examinations, academic departmental HODs and faculty members .The valued CIE answer scripts are distributed and discussed by teachers. The students are encouraged to clarify doubts regarding evaluation. A student can exercise the option of reviewing her/his Internal examination report after seeking proper official permission. Re-tests are conducted for the students who have missed their Internal examination due to valid reasons. Answer scripts are retained in the examination department. The progress reports of students are discussed with their parents in the Parents teachers meeting . Fairness of faculty is ensured through Teachers' evaluation by students too, in such PTMs. The installation of CCTV cameras in rooms/ halls ensure minimal malpractices.

Furthermore, following UGC's mandate students' grievance redressal cell is active in our college.

File Description	Documents
Any additional information	View File
Link for additional information	http://gncollege.org/grievance.html

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The present curricula of the courses offered by the college address the needs of the society, and the regional & national developmental needs. All the courses aim at ensuring holistic development of the students with specific importance to employability . The five courses under NSQF and Spoken Tutorial (MOOC) sponsored by IIT Bombay help improve the software skills, communicative English skills , and entrepreneurial skills of the students to meet the national & international demands . ICT has been made available to foster employment opportunities at all levels. Project work and field trips are compulsory components in the vocational courses of BCA and BBA . Some traditional subjects make the students more aware of local, regional & national issues . Even the topics prescribed in the curriculum of subjects like English, Political Science, History , Psychology and Economics to create more awareness on the current issues among the students . The course content in traditional subjects is designed in such a way that UG students can opt for higher studies either in the same subject or in allied subjects. The

environmental studies under the Value Added Course create awareness about issues like pollution, global warming, sustainable development & conservation of natural resources and Understanding India paper tends to instill values in Students. Digital Education paper under Skills Course aims at fostering computer related skills in Students.

In addition , the active wings of NSS,NCC, Rotaract, Creativity dept.and Sports tend to boost holistic education of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://gncollege.org/syllabus.html
Upload COs for all courses (exemplars from Glossary)	View File

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

All programmes under UG aim at imparting knowledge of the subject to the students so as to develop competency at the state, national and global level. The outcome is evaluated in three steps:

1. Interacting with students at the individual level.
2. Through mid-semester examinations and assignments.
3. Through end semester examinations.

These have helped in the identification of three different categories of learners:

1. Slow
2. Moderate
3. Advanced

The observations and inferences are placed in the IQAC which suggests remedial measures for better outcomes. The teachers are committed to take up the slow learners with special care by engaging remedial classes and assignment work so by the time as the students reach their final semester/s they are able to develop competencies to compete at the national level which can be testified by their selection for higher programmes in nationally reputed institutions.

Employability is the targeted outcome of vocational and self-financed programme. The college is making steady progress in this direction but realizes that more needs to be done in this regard.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gncollege.org/assets24/Internal%20Exam%202024.pdf

2.6.3 - Pass percentage of Students during the year

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

746

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://gncollege.org/assets24/External%20Exam%202024.pdf

2.7 - Student Satisfaction Survey

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

<http://gncollege.org/assets24/SSR%202023-2024.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - 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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

25

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

3

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities**3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year**

- The community service projects done by the students as part of revised curriculum of FYUGP programs shall be consolidated as a report with evidences .
- Institute has to organise extension programs frequently to expose students to a social atmosphere and motivate students to participate actively in all those programs
- The activities undertaken by the institution in association with the Board of Community Development through Education shall also be recorded with proper evidences ,
- The activities undertaken under NSS/NCC programs.

- Programs shall be organized to create awareness on various social issues such as gender sensitization. environmental protection, consumer rights, women entrepreneurship, health and hygiene, child care. Etc ..
- Rotaract club of the Computer department have carried out many such events as organizing blood donation camps, doing plantation work at several places of the city, making people aware through slogans like "Beti Padhao , Beti Bachao " and through awareness campaigns made for "Swachh Bharat Mission". The Rotaract Club of our College also delivers big support to a local School for inclusive education (for physically and mentally challenged children) "Jeevan Jyoti School".
- Nature Club of the college participated in Excursion tour organized by the Forest Conservation Department. In collaboration with the IBPS (Indian Photography Society) Dhanbad, it organized awareness lectures and presentation focussing on birds and nature

File Description	Documents
Paste link for additional information	http://www.gncollege.org/nss2024.html
Upload any additional information	No File Uploaded

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

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

19

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

3.3.3 - 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

3.3.3.1 - 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

32

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1833

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

4

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	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college features two campuses: the Women's Wing at Bank More Campus and the Bhuda Campus. Directly across from the Women's Wing, the Vocational Studies Department provides dedicated facilities for vocational training. The Bhuda Campus includes twelve classrooms—both large and small—while the Women's Wing houses Twelve classrooms. The Vocational Studies Department has six classrooms and 1 Lecture Hall. The College has 3 classrooms and 1 seminar hall with ICT-enabled facilities.

The College has departmental rooms for Commerce, Psychology, English, Political Science, and Hindi.

The college also boasts three computer labs equipped with a total of 80 computer systems: two labs in the Women's Wing with 30 systems each, and one lab in the Bhuda Campus with 20 systems. Additionally, the Bhuda Campus features a main library with a reading room for 50 students, alongside a smaller library each for the BCA and BBA department.

Furthermore, College has a Common Service Centre offering students essential services such as Pan and Aadhar card updates and banking assistance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gncollege.org/vbc2023.html

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

The college boasts a spacious 400-seat auditorium named the Sardar J.S. Grewal Auditorium, designed to facilitate student engagement in cultural activities. This modern facility is equipped with advanced amenities, including a high-tech stage and an integrated sound system, making it ideal for speeches, contemporary plays, and dance performances. The Department of Creativity utilizes the auditorium for practice and training sessions, ensuring students are well-prepared for their performances.

In addition to hosting these activities, the auditorium serves as a venue for national seminars and the Guru Nanak Dev Lectures, featuring presentations from esteemed academicians and scholars outside the college. The space also doubles as a yoga center, offering students a tranquil environment for their practice.

For sports enthusiasts, the college provides a dedicated cricket practice pitch, as well as a volleyball court. Inside the college building, there's a badminton practice court, allowing students to hone their skills in various sports. The campus is also equipped for indoor activities, featuring facilities for table tennis, carrom, and chess. Furthermore, all students, faculty, and staff have access to a modern gymnasium, promoting overall health and fitness within the college community.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gncollege.org/gym.html

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gncollege.org/ictroom.html
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)

16.56

File Description	Documents
Upload any additional information	No File Uploaded
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's main library is situated on the Bhuda Campus, complemented by a second library at the Women's Wing Campus and a specialized library for BCA students and a newly established Library in 2024 for BBA students . Since 2020, the libraries have been fully automated using the KOHA Integrated Library Management System (Version 19.05), with the librarian overseeing its maintenance. All books in the libraries are barcoded, enhancing organization and accessibility.

The automated system offers a range of features, including an Online Public Access Catalog (OPAC), circulation management, cataloguing, patron management, advanced and Boolean search options, and comprehensive report generation. This modern approach allows for efficient library operations and easier access to resources.

Additionally, the college subscribes to INFLIBNET, providing both teachers and students with access to a wide array of books and journals. This subscription significantly enriches the academic resources available, fostering a culture of research and learning within the college community. By leveraging these advanced library services, students can engage more deeply with their studies and enhance their educational experience.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://symbiosis-koha.informindia.co.in:8080/

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)

1.77

File Description	Documents
Any additional information	No File Uploaded
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

27

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

The college continually enhances its Wi-Fi and IT infrastructure, having maintained and modernized these systems since 2008. Regular updates ensure that the college utilizes the latest technology available, supporting both students and faculty in their academic pursuits.

Each campus—Bhuda and Bank More—houses three computer labs equipped with state-of-the-art systems, totaling 80 computers. To oversee the maintenance of these IT resources, a Maintenance and Repair Officer (MRO) is assigned specifically to the Bhuda Campus. Similarly, a lab supervisor manages the two computer labs in the BCA building at the Women's Wing Campus. These individuals are proactive in suggesting necessary improvements to the college's IT infrastructure whenever needed.

Both campuses are fully Wi-Fi enabled, enhancing connectivity for all users. Initially, the college provided a 40 Mbps Wi-Fi connection across both campuses, but in August 2022, this was upgraded to a robust 200 Mbps through a new BSNL fiber connection. This upgrade significantly boosts internet speed and reliability, ensuring that students and faculty have the resources they need to thrive in a digital learning environment.

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

4.3.2 - Number of Computers

80

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****34.36**

File Description	Documents
Upload any additional information	No File Uploaded
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.

The college has established a systematic approach to managing its academic, support, and physical facilities. Each campus is overseen by two senior faculty members who act as Professors-in-Charge, holding full responsibility for the infrastructure and reporting directly to the Principal and Management. Their role involves coordinating with various support services and making decisions in collaboration with the Principal.

The college features three computer laboratories equipped with a total of 80 computer systems across both campuses. To ensure these IT facilities are well-maintained, a Maintenance and Repair Officer (MRO) and a lab supervisor have been appointed. They oversee the upkeep of the computer labs and are dedicated to maintaining the technology resources available to students.

In the library, a qualified librarian manages the automated systems, supported by a library committee that assists in various initiatives. The college's Sports and Athletic Association is in charge of maintaining and utilizing the sports facilities, while a caretaker oversees the estate management with the help of a dedicated team.

Security services have been outsourced to provide round-the-clock monitoring on both campuses, ensuring a safe and secure environment

for students, staff, and faculty alike. This comprehensive structure facilitates efficient operations and enhances the overall educational experience.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

69

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

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	Nil
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

100

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

100

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

E. None of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
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

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

0

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

29

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

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

The IQAC [Internal Quality Assurance Cell] formed by the Governing Council of the College is an internal mechanism for creating, enhancing and sustaining quality in an institution. To ensure the representation of student in the administrative body, the composition of IQAC consist of Two Student Representatives. Currently, the student representatives are 1. Shreya Pandey B.Com 2. Anurag Singh BCA.

To ensure the engagement of students in extra-curricular activities, the college runs two units of NSS. Each unit comprises 100 volunteers. The NSS units of the College aim to develop a sense of participation among the NSS students in nation-building through social work. It focuses on developing the understanding of social environment among students and enriches their personality through actual participation in various activities. To develop a sense of responsibility, tolerance and cooperation among students, the NSS units organize numerous activities

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

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

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

54

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

5.4 - Alumni Engagement

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

During the last year we have organized three events. The first being "A Lecture on the Dowry Prohibition Act & The Protection of Women from Domestic Violence Act" held on 30/10/2023 at the Multipurpose Hall in the Bankmore Campus of the College, mainly to educate more than 100 female students so that they can take stand for themselves. Dr. Amresh Choudhary, Assistant Professor, Law College Dhanbad and Vice-President of the Association was the key note speaker.

The second program was "The Free Eye check-up Camp organized in collaboration with ASG Eye Hospital" on 19/06/2024 at the S.J.S. Grewal Auditorium Hall in the Main Campus of the College, mainly to serve the 127 people (40 students, 39 parents or family members, 19 College staff, 03 Alumni and 26 walk-ins). Dr. Sanjay Rajat, Sri Amit Paul (Hospital Manager) and Sri Ravi Kumar Sinha (Senior Executive) dealt with the patients.

Finally the third activity was "Workshop on Building ADR Reporting Culture for Patient Safety" on 23/09/2024 at the RUSA Seminar Hall in the Bhuda Campus of the College, mainly to make more than 110 students and College staff aware of the fact that reporting of adverse effects of medicines is utmost important to protect other patients before facing similar issues. Dr. Mona Kumari, Head, Pharmacology Department, Saheed Nirmal Mahto Medical College was the key note speaker.

File Description	Documents
Paste link for additional information	http://gncollege.org/assets24/FREE%20EYE%20CHECK%20UP%20CAMP%202024.pdf
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	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision and mission statement of the institution are categorical in putting emphasis on its commitment to equality for all and the provision of equitable education.

The institution's Governance decisions are centered on providing equal educational opportunities for all students, irrespective of their socio-economic background, gender or physical abilities. This includes scholarships, financial aid and support services aimed at leveling the playing field. Through various fora such as NCC, NSS, Cultural activities, games and sports, youth festival, workshops and seminars, the teachers have played a major role in bringing about the desired change.

Such Governance practices are pivotal in realising the institution's vision of equitable education that frightens none and benefits all.

File Description	Documents
Paste link for additional information	http://gncollege.org/vision&mission.html
Upload any additional information	No File Uploaded

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

This college is manifested in various institutional practices, specifically focusing on decentralisation and participative management. Faculty and staff are actively engaged in decision making processes through regular meetings, committees and feedback mechanisms. The college management has always supported the college by providing financial assistance for organising the events like workshops, sports and cultural activities. A number of efficient committees of college teaching and non-teaching staff members were formed and they were given responsibility along with enough latitude and authority to accomplish the task.

File Description	Documents
Paste link for additional information	http://gncollege.org/staffcouncil.html
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The deployment of an institutional strategic perspective plan is crucial for an organisation's long -term success.

Firstly, the plans overarching goals was to enhance educational quality. This was achieved through the implementation of innovative teaching methodologies and faculty development programmes.

Secondly, the plan emphasised infrastructure development. The institution is prioritising the addition of adequate infrastructure, including well-equipped laboratories like language, commerce and psychology labs, ICT classrooms etc.

As part of NEP 2020 the college plans to attach a research resource centre to its library. The library will also be upgraded with additional journals, renewal of existing subscription to journals and purchasing more books with a focus on research.

In conclusion our institution's strategic perspective plan has been effectively deployed, positively impacting education quality, infrastructure, diversity and financial stability. Continuous monitoring and adaptability will be essential to ensure sustained success in the coming years.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://gncollege.org/assets/Perspective%20Plan%20HEI.pdf
Upload any additional information	No File Uploaded

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

The functionality of the institutional bodies at this College, with a focus on policies, administrative setup, appointment procedures and service rules. The aim is to determine the extent to which these components contribute to the overall efficiency and effectiveness of the institution.

There are eleven members on the governing council:

1. The President
2. The Vice-President
3. The Secretary
4. President, GPC
5. General Secretary, GPC
6. Member Academic
7. Member by the Governing council
8. Member by the Governing council
9. Member by the Governing council
10. The Principal of the college
11. Teachers 'Representative'

The Principal is in charge of all academic and administrative decisions at the college. On his recommendation, a number of

functionaries are appointed:

1. Professor in charge, Bhuda Campus
2. Professor in charge, Girls wing
3. Bursar
4. Controller of Examinations
5. Coordinator, BCA
6. Coordinator, BBA
7. Coordinator, Department of Creativity

File Description	Documents
Paste link for additional information	http://gncollege.org/assets/byelaws.pdf
Link to Organogram of the Institution webpage	http://gncollege.org/assets/OCA.pdf
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	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 efficacy of faculty empowerment strategies at this College with a particular focus on the institution's welfare measures for both teaching and non-teaching staff. Recognizing the importance of staff welfare in fostering a conducive learning environment, the college has undertaken several initiatives.

1. All the teaching and non-teaching staff of the college are admitted to a group-cum savings linked plan insurance, managed by the LIC of India..
2. The college provides advance upto fifty percent of the total sum from the Provident Fund account of the teachers, should there be any such need as expenses to be incurred on treatment of a family member, marriage of their wards, and even house construction or purchase of land.
3. The college tries and stands guarantee in getting loans from financial institutions such as banks for various purposes/needs of the teachers and the non-teaching staff.
4. The college encourages and stands guarantee even for the education loan to the teachers and employees and their children, if need be. Recently, one of the class-four employees of the college passed away suddenly while in service. The college paid for the cremation and the last rites that very day and employment was given to the spouse of that employee within fifteen days so that the family could be saved from being destitute.

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

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

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

0

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

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

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

4

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

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

This report provides an overview of this college's performance appraisal system, focusing on its role in faculty and staff empowerment.

The college follows a self-appraisal system of teachers through specific format made available from the University. The self-appraisal forms are submitted by the teachers at the end of every academic session individually. The forms are studied and verified by the principal from the records available in the college office. Meetings on a one-on-one level are organised between the principal and the concerned teacher, before the principal submits his confidential report to the college management. The self-appraisal record explains the absence of the teacher, the number of classes organised, assessment and evaluation done through various internal tests and projects and the percentage of curriculum delivered. The confidential records of the principal includes a self-appraisal report submitted by the concerned teacher and also the details of the one-on-one meeting between the concerned teacher and the principal. The college management represented by the President, the Secretary and one more member goes through the details submitted by the principal and a final confidential report is prepared on that basis.

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

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 had adopted a mechanism of internal audit which has been functional for over thirty years now. A firm of Chartered Accountants have been engaged as the internal auditors of the college. The finance and Accounts department of the college is headed by a Bursar along with an Accountant clerk for assistance. The internal auditors are engaged in order to streamline the accounting system of the college, so that total transparency can be maintained. The firm of chartered Accountants engaged as internal auditors do their internal audit Yearly on quarterly basis.

Finally at the end of the financial year i.e 31st March every year, an annual report of audit is submitted by the firm of Chartered Accountants certifying that the college has adopted the right procedure for receipt and expenditure of funds. Also, if there is any discrepancy observed anywhere in the system, they point it out in their report for taking corrective measures. The internal auditors also prepare a balance sheet of the college with depreciation of assets notified as per rules. They also verify that the college authorities have made expenses only in accordance with the rules and budgetary provisions made.

The state Government also sends its officials from the department of Finance to audit the accounts of the college every four to five years. The audit team tries to ascertain that the deficit grant given to the college has been properly utilized.

File Description	Documents
Paste link for additional information	http://gncollege.org/assets24/Audit%20Report%202023-24.pdf
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)

0

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

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

During the last fifty years of the college, institutional strategies have evolved gradually for mobilisation of funds. The institution being a deficit grant college, receives money from the state government and cannot raise the tuition fees of the students, which is a meagre amount. But the college is at liberty to take charges for various activities and resources such as library, NSS, sports and games, cultural activities etc. from the students as annual fees at the time of admission every year. The college receives money primarily from the following sources:

1. From the state government by way of Deficit Grant for payment of salaries to the teachers and staff.
2. From the students at the time of admission.
3. By way of development assistance received from the UGC and RUSA

As for charging fees from the students, which remains to be the main source of resource mobilisation, needed for payment of wages to the people not appointed against the financially sanctioned post. An annual budget is prepared and approved by the college management in the month of March with budgetary allocations on all the above heads of expenditure.

File Description	Documents
Paste link for additional information	http://gncollege.org/assets24/Audit%20Report%202023-24.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

IQAC plays a pivotal role in ensuring that the institution maintain high standards of academic and administrative excellence.

The Internal Quality Assurance System of the college was started in December 2012 by a resolution of the college governing council. Since then, the IQAC has functioned as the nerve centre for most of the quality initiatives and academic activities of the college. In its very first meeting, it was resolved to take quality initiatives for making our students more employable. With this objective in view, four certificate and one diploma courses designed by the college and these courses were approved and sponsored by UGC. A MOOCS programme also known as Spoken tutorial programme is being run in collaboration with IIT Bombay has been in practice since 2015.

IQAC initiates faculty development programs, workshops and seminar to enhance teaching methodologies, research capabilities and pedagogical skills. These initiatives have positively impacted faculty performance, contributing to improved teaching and learning outcomes.

The cell has introduced robust mechanism for collecting and analysing student feedback. This data informs curriculum revisions, teaching quality and student support services, ultimately leading to increased student satisfaction and retention.

The Internal Quality Assurance Cell at this College has made significant contributes to quality assurance stragies and processes.

File Description	Documents
Paste link for additional information	http://gncollege.org/iqac.html
Upload any additional information	No File Uploaded

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

A resolution was taken in the meeting of IQAC to regularly conduct a Parents-Teachers Meeting. In these meetings, the parents as well as the students are invited to the college. These meetings are organised department-wise. Along with interactive sessions, feedback

forms are given to both parents and students during the meetings and they are encouraged to record their honest opinion. All the teachers of the department and even the principal make it a point to be available during these meetings which are organised generally on Sunday or public holidays keeping in view the convenience of the parents.

The feedback from the parents and students are collected and analysed by the committee who prepare reports and same is submitted to principal to be presented in the IQAC meeting and finally to G. B. for review. If there is any suggestion from the parents regarding the teaching learning process, structures and methodologies of operations, those are discussed at length and genuine efforts are made to implement those. on the basis of recommendation made by the IQAC the college has applied two courses:

1. PG course in Commerce
2. Add on Course in Mass Communication

Out of the twocourses, BBA Course for the session 2022-23 has already started after getting approval from the state Government vide letter no. DHE sec1/BBMKU-Esst-20/2022/HTESD/1724 Dated 20/10/2022.

The second and third proposal are still in the process.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://gncollege.org/nirf.html
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	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

The college's stand regarding Gender equality has been long established and ever so enduring. It has not only been focused in directing the necessary resources required to sustain the Bank more campus, (dedicated entirely for girls), but also making necessary arrangements to ensure that the admission and education of girls can be carried out in the Bhuda campus as well. The institution has taken proactive steps to ensure a safe and inclusive campus environment. Throughout the year, the college organized awareness campaigns, workshops, and seminars on gender equity and related topics. These initiatives aimed to educate students and faculty about gender stereotypes, gender-based violence, and the importance of gender sensitivity. The College introduced empowerment programs specifically targeted at female students. These programs include leadership development workshops, mentoring programs, and career guidance sessions to empower women to excel in their chosen fields. This year the college saw highly encouraging numbers of participations by girls in 6 tournaments- basketball, Volleyball, kabaddi, chess, badminton and several athletics events.

Number of female participations in NSS and many cultural events in the youth festivals has been noteworthy.

The college's philosophy regarding gender equality does not end at its students but outstretches to the role models that these students look up to. Women today constitutes for about 75% of the college faculty.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

With the passage of time, a system of waste management has evolved in the college. Waste paper baskets and dustbins have been placed strategically in both the campuses so that the papers and leaves along with other waste materials are not found littered. There is a system of the municipal corporation of Dhanbad to collect both dry and wet waste in the morning hours and that is how the dustbins and the baskets are cleared every day. There are many toilets and washrooms in the campus and the liquid waste from those toilets and washrooms go to the soak pits and septic tanks specially created on the campus. No liquid waste is allowed to be littered on any space within the college. The college has three computer laboratories and many systems for use in the library and college office. As a result, the issue of e-waste surely crops up. So far it has been the practice of the college to return the sick e- machines (computers) to the dealers who supply new machines to the college. There are shops in Dhanbad who take back e-waste for a price. The college does not have science teaching and science laboratories so the question of liquid (chemicals) waste coming out of the labs does not arise.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

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

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

E. None of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

D. Any 1 of the above

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

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 has been quite alive to the issues of tolerance and harmony towards cultural, regional, linguistic, communal, socio-

economical and other diversities. Some of the initiatives taken to attain the desired level in these efforts have been institutionalized in the college.

For over thirty years, the college has maintained a highly active NCC unit. This year is especially significant due to the admission of girls cadets, with over 30% of the intake being women. A total of 17 girls cadets have been enrolled from each year, marking a major step forward in gender representation within the unit. Out of the 160 cadets admitted overall, 53 are from the first year, 54 from the second year, and 53 from the third year. These cadets undergo intensive training throughout the year, with many progressing to prestigious levels such as the R-Day Parade and earning B & C Certificates. This increase in female participation highlights the growing opportunities for women in the NCC.

The college organises seminars and workshops on such diversities frequently. The college has adopted a village Dhokhra where camps are organised every year and the issues related with sensitisation of people towards cultural, regional, linguistic, communal and other diversities are sincerely organised. The impact of these programmes has been quite appreciable.

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

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

The college has taken various initiatives for sensitisation of students and employees to their constitutional obligation: values, rights, duties and responsibilities. As is mentioned in the vision statement of the college, the college strives in a focused manner to create responsible citizens. The classroom seminars are held at regular intervals so as to inculcate values among students. Apart from that celebration of important days such as Independence Day, Gandhi Jayanti, Youth Day, National Unity Day, International women's day, International Yoga Day are organised every year. Students are also encouraged to write essays, make speeches, recite poems on the relevant subjects on these days. All the teachers including the principal are present in all such functions and many of them present

their views in a very inspiring way. Organising such functions go a long way in sensitising the students to their constitutional responsibilities. The college has got a very active wing of the Rotaract club. The rotaractors carry out several activities such as plantation of tree trees, organising blood donation camps, working and supporting Jeevan Jyoti School (school for mentally and physically challenged) The college collaborates with a very ancient club known as the Freemasons Lodge and one annual feature which is noteworthy is the blood donation camp organised every year on 24th June, which is observed as Universal brotherhood day. These programmes have contributed much towards sensitisation of students to their constitutional obligation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

E. None of the above

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

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

It is believed that celebrating/organising important commemorative days can help impart truly holistic education among the students. The following National and International commemorative days are celebrated every year which can be amply borne out by the reports on the Website, pictures of the events and newspapers report appended below each event:

1. National Youth Day: Celebrated on every year (Swami Vivekanand 's birthday) on 12th of January.
2. National Girl Child Day: Celebrated on 24th January. Inspiring speeches were made by the teachers and principal and nukkad plays on "Beti bachao Beti padhao" were staged.
3. National voters' day: Making the students aware of their democratic rights and duties, organised by the NSS.
4. Republic Day: The Republic Day is celebrated with fanfare.
5. International yoga day: International yoga day has been celebrated in the college every year.
6. Independence Day: The college celebrates Independence Day every year.
7. Gandhi Jayanti: Gandhi Jayanti is celebrated every year by the students, teachers and staff of the college.
8. Unity Day: National Unity Day has been celebrated to highlight the contribution of Sardar Vallabhbhai Patel.
9. Constitution Day: Constitution Day of India has been celebrated every year in which the Preamble of the constitution is read aloud.
10. International Women's Day: It is celebrated on 8th March in which it is stressed that the dignity of women and their importance in the society be upheld, so that the society becomes a better place to live in.

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

7.2 - Best Practices

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

Best Practice-1

1-Title: Guru Nanak Dev Lecture Series

2-Objectives: The objective has been to invite academicians of

3-The Context: In order to add quality to the teaching-learning programme of the College, it was decided to have a minimum of four lectures in a year.

4-The Practice: The one-day lecture under the above series is organised department wise.

5-Evidence of Success: Organizing the "Guru Nanak Dev Lecture Series" has been taken very seriously by the College and everyone is unanimous that these lectures by such distinguished personalities have made new benchmarks in the field of knowledge.

6-Problems Encountered and Resources Required: Getting appointments from academicians and resources required have been an issue encountered by the organizers.

Best Practice-2

1-Title: MOOC Programmes- Spoken Tutorial Project, project of NMEICT, MHRD, Govt. of India, curated by IIT Bombay".

2-Objectives: To enhance the future prospects of students and make them better employable.

3-The Context: Spoken Tutorial is a multi-award-winning educational content portal.

4-The practice: This is one of the best MOOC programmes of the country which teaches and make students skilled on latest free software so that anyone could use and expertise it.

5-Evidence of Success: - The College has been declared as the first FOSS Center for "The Spoken Tutorial Programme on 20.09.2016. The College is successfully running this project for the past 7 years.

6-Problems encountered and resources required: A multimedia lab equipped with required software for the practice and hands-on training.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

The College has earned the reputation of being a torchbearer in engaging with issues related with the betterment of society.

It is an annual practice of the College to collaborate with its parent body in organising Sadbhavna Diwas Samaroh every year on the next day of Guru Nanak Dev's birth anniversary. This practice has been going on for the last sixty years by Gurudwara Prabandhak Committee (the parent body); however the College began collaborating in organising this event since last ten years.

The teachers and staff of the college along with students actively participate in conducting this function, which is one of its kinds in the entire state. During this event speakers of national eminence are invited to deliver talks on issues related with tolerance and harmony towards cultural, regional, linguistic, social, and other diversities. Artists of great calibre also participate in the ceremony from around the country. The College also ensures participation of sister institutions from around the city and add diversity to the event. The recent Sadbhavna Diwas Samaroh was held with great fanfare on 9th November, 2022 on the theme "Na ham hindu na Musalman, Allah Ram ke pind pran", focusing on the issue of Universal Brotherhood.

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

7.3.2 - Plan of action for the next academic year

1-It is planned to have a language laboratory so that Communicative English classes could become more effective and useful.

2-M.Com

3-Diploma in Art and Culture

4-In some distant future, maybe after 5 years, the College may undertake a major project of infrastructure growth by having two underground parking areas, and a four storied building on those to be used for various purposes of student activities.

5- It is proposed that a second floor be constructed on the library at the main campus of the college, which would be useful.

6-It is planned that in order to promote sports and games in the College, the College should try to acquire a piece of land, maybe within one km area of the College for construction of a sports complex and a stadium, the effort is still going on to acquire some more land for the purpose of the sports and game.