



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		MATA GUJRI COLLEGE (AUTONOMOUS)
Name of the head of the Institution		Dr. KASHMIR SINGH
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01763504501
Mobile no.		9915712370
Registered Email		info@matagujricollege.org
Alternate Email		iqac@matagujricollege.org
Address		OPPOSITE MAIN GURUDWARA SAHIB
City/Town		FATEHGARH SAHIB
State/UT		Punjab
Pincode		140406
2. Institutional Status		

Autonomous Status (Provide date of Conformant of Autonomous Status)	25-May-2010
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. GAURI HANDA
Phone no/Alternate Phone no.	01763504533
Mobile no.	8146800347
Registered Email	iqac@matagujricollege.org
Alternate Email	principal@matagujricollege.org

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.mgcfgs.com/assets/WebDocument/a485ce875059482a9f749fe65864ab0a.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.matagujricollege.org/AcademicCalendar

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	86.25	2005	28-Feb-2005	27-Feb-2010
2	A	3.09	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC	10-May-2010
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7. Internal Quality Assurance System

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

Development Programme for Administrative Staff- Basic Computer Skills	03-Jun-2019 6	50
Free Online Course in Communication Skills for Teaching Staff	21-Feb-2019 64	20
Organized Induction Programme for 1st Year Students	10-Jul-2018 1	450
Orientation programme for Newly appointed Faculty	03-Aug-2020 1	62
Open Session with Staff: Teaching and Non-Teaching	02-Jul-2018 1	109
Collation of Data for AQAR	14-Aug-2018 30	50
Collation of Data for AISHE	25-Feb-2019 42	35
Feedback from Students	10-Apr-2019 52	970
Meeting of IQAC members	16-Nov-2018 1	11
Meeting of IQAC members	26-Apr-2019 1	15
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8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Physics, Chemistry, Zoology & Botany, Maths, Agriculture, Biotechnology, Computer Science	Star College	Ministry of Science and Technology, DBT	2018 3	14200000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>5. Mentoring Institutions: IQAC mentored Institutions for Accreditation and Assessment by NAAC. The Four Institutions were given detailed information regarding the Revised Accreditation Framework. The Principal, IQAC coordinator and senior Staff members of these colleges were given suggestions to improve their academic and administrative working.</p>	
<p>3. Feedback from Stakeholders: IQAC regularly took feedback from all stakeholders Staff, Parents, Alumni, Employers. IQAC introduced Online Student Satisfaction Survey from this session. Feedback was also taken from Class Representatives during the meeting of the CRs with Principal and IQAC Coordinator. Parents' feedback regarding administration, curriculum and other physical facilities were taken by respective departments during Parent Teacher Meetings. Feedback from Alumni about curriculum was taken during the Board of Studies meetings. The feedback was analysed in the meeting with Heads and IQAC team. Suggestions from Heads and Team members were taken and subsequently action was taken on issues raised by the Stakeholders.</p>	
<p>1. Assisted departments to organise Seminars: Assisted Department of Botany to organise seminar on Climate Change: Challenges and Mitigation Strategies on 27/09/2018. IQAC helped the department to provide a platform to Scholars, Researchers, Students and Administrators to deliberate on the burning issue of climate change that has affected mankind globally. The cogitation resulted in spreading awareness about the challenges that Climate change is posing to the ecosystem. The intellectuals also discussed various strategies to mitigate the hazards/ effects/ damages of Climate change. IQAC assisted Postgraduate Department of Political Science to organise seminar on Emerging Trends in the Politics of the state of NorthWest India on 15/03/2019 and provided a platform to Scholars, Researchers, Students and Administrators to contemplate on the Political trends that have emerged in the Northwestern States of India. The delegates discussed at length the factors responsible for the change in Political trends, the positive and negative effects of this change.</p>	
<p>2. Preparatory work for 3rd cycle of Assessment and Accreditation by NAAC: Series of meetings were held to sensitize the staff about the assessment and accreditation process under the Revised Accreditation Framework. Meetings of IQAC members and members of Extended IQAC were also held to make preparations for accreditation. Various Committees were constituted to help IQAC to prepare SSR.</p>	
<p>4. Development Programmes: IQAC organised various Development Programmes for Students, Faculty and NonTeaching Staff. Induction Programme was organised by IQAC and various Departments for Fresher students. An Orientation Programme for</p>	

Newly joined Faculty was organised in the beginning of the session to apprise them of various Rules and Regulations, duties, Teaching pedagogy and SOPs of the college.

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

Plan of Action	Achivements/Outcomes
Open Session	Open Session with Teaching and NonTeaching Staff was held on 02.07.2018.
Orientation Programme for Newly recruited Staff	Orientation programme was organised for newly recruited teachers from 0203 August, 2018. The Faculty members were sensitized towards rules, regulations of the college, teaching pedagogy and their duties.
Induction Programme for Fresher Students	Induction Programme for Fresher students was organised on 10th July for B.A students. Each dept. held Induction Programme for their students at the departmental level.
Faculty Development Programme for Staff	FDP for Faculty was organised by IQAC from 21 02 2019 to 25042019
Organising Development Programme for NonTeaching Staff	Development Programme on Basic Computer Skills for Administrative Staff was organised from 03 06 2019 to 08 06 2019. • Online Course in Communication Skills was organized from 21 02 2019 to 25 04 2019
Assisting and encouraging Departments to organise Seminars/conferences/Workshops	Two seminars were organized by two departments: a. Botany Dept. organized a seminar on 27 Sept, 2018 on 'CLIMATE CHANGE: Challenges and Mitigation Strategies' b. Political Science department organized a National Level Conference sponsored by ICSSR on 15 03 2019 on "Emerging Trends in the Politics of the States of NorthWest India". A Symposium on 2019 Lok Sabha Elections was organized by 29 April 2019. 46 Guest lecturers were organized by various departments in the academic session 2018 19. 18 workshops were organized by various departments.
Collection and Analysis of Feedback from all Stakeholders	An Online Student Satisfaction Survey was conducted for the students. Feedback from Class Representatives was taken in a meeting by Director Principal and IQAC coordinator. A

	detailed analysis was carried out of the Feedback received and necessary action were taken. Feedback from parents were collected by different departments during the ParentTeacher meet. The Employers also gave their feedback during the various Job Fests organised and from the Industry Expert Nominee in various Boards of Studies. The Alumni also gave their valuable suggestions in the Boards of Studies.
Mentoring Institutions	Four Colleges were mentored by the Principal and IQAC team for preparing for Accreditation and Assessment by NAAC
Submission of Data for AISHE	Data for AISHE (2018 19) was collated and successfully submitted on 25022019
Submission of AQAR	AQAR (2017 18) was prepared and submitted 14.08.2018
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Academic Council	06-Apr-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	25-Feb-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The MIS is being used by Teaching Staff, NonTeaching staff, Management and students. Following Modules are operational in the College Management information system 1. Users Module: Under Users Module access to various Users is provided by System Analyst Office and their login portals and one time passwords are created. 2. Inventory Module: All the inventories
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purchased by College are recorded in inventory module and stock balances can be checked anytime of all categories of items. Inventory Module facilitates Bill Management as all the Bills are scanned and attached in the database and this module also tracks the status of Bills in the passing and payment process. 3. Web Module: Web Module is used primarily to update the information on College Website. 4. Offline / Online Admission: At the time of admission student data is entered into student database and then it is made available to accounts branch for fee processing. 5. Accounts Module: The Account Module covers all major accounts related issues like automatic preparation of Ledger Book, Balance Sheet, Cash book and Profit and Loss Account. Voucher entry is required for each transaction and remaining accounting cycle is completed automatically. 6. Fees Module: The fees module allows submission of fee online / offline. The module is customized as per the fee structure applicable to various courses offered in every academic year. 7. Hostel Module: Hostel Module powers the system for room allocation as per room capacity. Fee plans are also attached as per the room categories i.e. AC, NonAC etc. 8. Transport Module: Transport module helps in fixation of appropriate fee as per the route selected by the students for transportation facility. Number of students on each route can also be determined with the help of this module. 9. Student Portal: The Student portal enables a student to have access to information related to online Admission / Online Fee payment gateway, document upload, Fee details, Hostel / Transport / Parking details (if any). 10. Academics Module: Academics Module enables the attendance of students online. The allotted classes can be added to the Teachers' login as per time table and teachers can mark the attendance of students online. 11. Library Module: All the books available in the library have been entered in the module. The Library module facilitates Location and tracking of books, online issue and return of Books. Issue and return of books is done through MIS but it is Desk based. 12. Pay Roll: Pay

Roll module enables the calculation of salary of all staff members every month on the basis of inputs given under the system. 13. Examination Module: The Examination Module covers the compilation of results, mark sheets, Gazette Reports.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

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

Name of Programme	Programme Code	Programme Specialization	Date of Revision
MSc	MSCHE	Chemistry	14/12/2018
MSc	MSPHY	Physics	11/12/2018
MSc	MSMAT	Mathematics	14/12/2018
MSc	MSBOT	Botany	25/01/2019
MSc	MSZOO	Zoology	02/01/2019
MBA	MBA	Business Administration	28/01/2019
MCA	MCA	Computer Science	13/12/2018
MA	MAPBI	Punjabi	17/12/2018
MA	MAENG	English	13/12/2018
MA	MAECO	Economics	01/02/2019

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

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
MSc	Zoology	10/07/2018	MZOO CC:104 Molecular Cell Biology	10/07/2018
BVoc	Nursery management	27/07/2018	B.VNM-101 Introductory Agriculture	27/07/2018
BVoc	Nursery management	27/07/2018	B.VNM-102 Fundamentals of Horticulture	27/07/2018
BVoc	Nursery management	27/07/2018	B.VNM-103 Nursery Tools and Implements	27/07/2018
BVoc	Food Processing	27/07/2018	B.VFP-112 Introductory Food Microbiology	27/07/2018
BVoc	Food Processing	27/07/2018	B.VFP-113	27/07/2018

			Introductory Food Biochemistry	
BVoc	Food Processing	27/07/2018	B.VFP 114 Fruits and Vegetable Processing	27/07/2018
MSc	Zoology	10/07/2018	MZOO CC : 101 Biosystematics and Taxonomy	10/07/2018
MSc	Zoology	10/07/2018	MZOO CC : 102 Evolutionary Biology	10/07/2018
MSc	Zoology	10/07/2018	MZOO CC: 103 Metabolism : Concept and Regulation	10/07/2018
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Zoology	10/07/2018
BVoc	Nursery Management	27/07/2018
BVoc	Food Processing	27/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MSc	Zoology	10/07/2018
BVoc	Nursery Management	27/07/2018
BVoc	Food Processing	27/07/2018

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Online Course in Spoken English	10/09/2018	25
Three months Online Certificate Course on "Basics of Remote Sensing, Geographical Information System and Global Navigation Satellite System	04/09/2018	17
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	46
BA (Journalism)	Journalism and Mass Communication	41
BVoc	Software Development	10
MSc(Agriculture)	Agronomy	20
MSc(Agriculture)	Horticulture-Fruit Science	20
MBA	Business Administration	88
MSc	Microbiology	29
MCA	Computer Science	21
MSc	Chemistry	26
MSc	Food Technology	26
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is vital for the development process of the institute as it can be used to make important decisions. The feedback for the session was collected in both structured and non-structured manner. The feedback was obtained from all stakeholders including students, parents, teachers, alumni, and employers. The feedback was collected and assessed by the IQAC and shared with Director-Principal of the college. The feedback was discussed by the Director-Principal with Deans and Heads of the departments and suggestions were invited to address the concerns raised by various stakeholders in feedback reports. The feedback was collected from students on curricular and other aspects like teaching-learning process, evaluation process, infrastructure facilities etc. in the form of structured feedback performed in offline mode and through student satisfaction survey carried out in online mode by IQAC. The responses The feedback from students was also obtained through meetings of the Director-Principal of the college with class representatives (CRs) from different departments of the college. As per the responses obtained, the majority of the students were satisfied with the curriculum of their programmes and overall teaching-learning process in the institution. However, the students had some suggestions such as active use of ICT in classrooms, more exposure to industry and career guidance and training. The suggestions obtained from students were discussed and necessary actions were taken. The feedback from teachers was also collected through structured feedback performed. Various questions in the form of questionnaire were asked from the teaching staff regarding the facilities, teaching learning resources and opportunities for professional growth. The</p>

feedback from parents was received by the respective departments through parent-teacher meetings. In these meetings, parents were informed and updated about the academic and extracurricular progress of their wards and feedback was obtained in the form of structured performa and suggestions for improvement were invited. The feedback from parents is also obtained in non-structured manner through their interaction with heads of departments and Director-Principal of the college. The feedback from alumni was collected mainly through alumni representative in Board of Studies of each department. The meeting of Board of Studies is held annually and feedback regarding curriculum design and development is sought from the alumni representative through such meetings. The college has an alumni associations and alumni meets are held time to time. The feedback from alumni regarding the infrastructure, academic environment, discipline, quality of teaching, industrial exposure, training and placement of the college is obtained through such meetings. The feedback was also collected from employers who visited the campus and held interviews for the purpose of placement. The employers were asked to rate the knowledge, skills, abilities and moral values of the students of the institute in a structured performa. Based on analysis of feedback obtained from all stakeholders, the process for taking corrective actions was initiated as per the need.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Punjabi	50	20	20
MA	Economics	50	21	21
BSc	Non-Medical	120	80	75
BSc	Medical	60	31	28
BCA	Computer Science	120	95	89
BBA	Business Administration	120	70	63
BCom	Pass Course	120	116	112
BA	Pass Course	660	606	586
MA	English	50	19	17
MBA	Business Administration	60	50	47

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3527	1194	52	6	143

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
205	190	36	79	4	8

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The college understands the need for psychosocial support and guidance to young students. Many of them find themselves at the crossroads as they enrol for higher education, in the face of many challenges. The unfamiliar new environment, new-found adulthood, peer pressure, performance pressure, career choices and identity crises are just some of the issues that confront the young graduates. Though a majority of them find ways to cope with these issues, a number of them struggle for support, ending up making unfavourable choices or going completely astray. This affects their academic performance and future prospects. It was in this context that a Career Guidance and Counselling Cell was established in the college in 2012 and the concept of mentoring the students was introduced. A comprehensive programme was designed to take care of the mental well-being of all the students while paying special attention to those with weak initiative and low confidence level. The challenge was to bring the stragglers into the mainstream so that they did not squander away the opportunities that came their way. The objective has been to strike a note of emotional bonding between students and teachers by bringing all the students in direct contact with one of the teachers who would be their guide and counsellor. All the full time faculty members are involved in this Counselling and Mentoring system. Being a mentor means providing direction, encouragement and constructive feedback while keeping an eye on the mentee's performance graph. To facilitate personal interaction, larger groups/classes are assigned more than one class-in-charge/mentor. Frequent meetings are encouraged between the mentors and the mentees. Mentoring system is also available to the girls in the hostel where students face many emotional and adjustment problems. Mentors help the hostel inmates to manage homesickness and feel at ease in the hostel atmosphere. Every academic session commences with various induction/orientation programmes conducted for the mentees, whereby they are made familiar with the institution, the facilities available and the rules and regulations of the college. The mentors also maintain the detailed record of each mentee based on their educational background, socio-economic status, class attendance and academic progress. Student mentoring system has proved to be a healthy informal instrument to enhance inclusiveness, to cultivate gender sensitivity and to inculcate social responsibility. The mentees can confide in their mentors, seek their advice and unburden their fears and anxieties. The mentors offer genuine guidance to their protégés for further studies, employment prospects and entrepreneurship avenues. The mentoring system has also created a more congenial environment in the college as the mentees feel free to discuss their personal and academic issues. Thus, it has boosted the social and academic confidence of the students by improving their communication and interpersonal skills. Furthermore, it has improved the pass percentage of the students and checked the number of drop-outs.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4721	205	23

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
212	205	7	62	70

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

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
2019	Dr. Amritpal Singh	Assistant Professor	State Award by Govt. Of Punjab for Swachh Bharat Abhiyan and Drug Abuse Prevention
2018	Dr. Kuldeep Kaur	Assistant Professor	Reviewer for journal Spectrochimica Acta A: Molecular and Biomolecular Spectroscopy by Elsevier IF 2.92 Life member of Indian Science Congress Association
2018	Dr. Satnam Singh	Assistant Professor	General Secretary, Political Science Association (Regd.) Punjab
2018	Dr. Tajinder Singh	Assistant Professor	Member of Board of Studies (Undergraduate) for Physics , SGTB Khalsa College, Anandpur Sahib. Life member of Punjab Academy of Science
2018	Prof. Loveneet Kaur	Assistant Professor	Member, Botanical Society, Punjabi University Patiala.
2018	Dr. Simmi Goel	Assistant Professor	Member of Editorial board ,International Journal of Recent Advances in Biotechnology , Science Research Library (SRL), ISSN: 24547565. Life member, no. 2675 of Biotechnology Alumni Association, Department of Biotechnology, Punjabi University, Patiala
2018	Prof. Kamalpreet Kaur	Assistant Professor	Life member of Punjab Commerce Management Association (Registered)

2018	Prof. Shivani Bector	Assistant Professor	Life member of Punjab Commerce Management Association (Registered)
2018	Dr Sandeep Kumar	Assistant Professor	Member of Editorial Board of Agriways Journal (Research and Education Development Society Reg.No.36/2013-2014). Members of Board of Studies (PostGraduate), Khalsa College, Patiala
2018	Dr. Santosh Kumar	Assistant Professor	Member of Editorial Board of Agriways (A Multidisciplinary Journal), Published by Research and Education, Development Society, Meerut UP.
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCOM	Sem-VI May-2019	24/05/2019	13/06/2019
BCom	BCOM	Sem-IV May-2019	31/05/2019	29/06/2019
BCom	BCOM	Sem-II May-2019	27/05/2019	19/06/2019
BA	BA	Sem-VI May-2019	08/06/2019	19/06/2019
BA	BA	Sem-IV May-2019	13/06/2019	02/07/2019
BA	BA	Sem-II May-2019	11/06/2019	28/06/2019
BCA	BCA	Sem-II May-2019	25/05/2019	20/06/2019
BCA	BCA	Sem-IV May-2019	27/05/2019	28/06/2019
BCA	BCA	Sem-VI May-2019	21/05/2019	13/06/2019
PGDCA	PGDCA	Sem-II May-2019	22/05/2019	14/06/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage

2.6 – Student Performance and Learning Outcomes

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

<https://www.mgcfgs.com/assets/WebDocument/e0d9cc8ae12f47f9bd0624212c4c20d8.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PGDCA	PGDCA	Computer Science	27	16	59.26
MAJMC	MA (Journalism)	Journalism & Mass Communication	15	13	86.67
MBA	MBA	Business Administration	30	30	100
MCA	MCA	Computer Science	26	26	100
MCOM	MCom	Commerce	38	35	92.11
BBA	BBA	Business Administration	56	30	53.57
BCA	BCA	Computer Science	39	33	84.62
BCOM	BCom	Commerce	80	49	61.25
BAJMC	BA (Journalism)	Journalism & Mass Communication	21	17	80.95
BA	BA	Social Science	223	109	48.88

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2.7 – Student Satisfaction Survey

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

<http://www.matagujricollege.org/assets/img/aostusasurvey.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

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

Yes

Name of the teacher getting seed money

Dr. Naveet Kaushal

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

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Dr. Harpreet Kaur	SERB Sponsored Workshop on Evolutionary Evolution	12/03/2019	SERB School of Evolutionary Evolution
National	Mr. Anupreet Singh Tiwana	Travel Grant for Conference	18/09/2018	Indian Association for the Study of Population for attending 39th Annual Conference of IASP at Banaras Hindu University, Varanasi.
International	Mr. Anupreet Singh Tiwana	Conference funding	08/11/2018	Institute of Development Research and Development Policy at the Ruhr University, Germany

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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	00	N/A	0	0
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Entrepreneurship	Department of Biotechnology	04/02/2019
Workshop on Environment	Department of	26/02/2019

and Microbial Technology	Biotechnology	
Workshop on Bioprocess Technology	Department of Biotechnology	14/02/2019
Workshop on "Genetic Modification of desired Gene using CRISPER Technology	Department of Botany	28/03/2019
Workshop on Camera Handling and Script Writing	Department of Journalism Mass Communication	08/02/2019
Workshop on Network Simulation and open source technologies.	Department of Computer Science	28/01/2019
Workshop on Tally	Department of Management Studies	11/09/2018
Workshop on Folk Items (Nala Bunna, Pakki Bnouna, Peddi Bunna)	Department of Fine Arts	03/09/2018
Workshop on "Network Security" for BCA B.Voc. (SD)	Department of Computer Science	25/02/2019
Seminar on Climate Change: Challenges and Mitigation Strategies	Department of Botany	27/09/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Oral Presentation on Green Chemistry at Sci Fest 2019	Manpreet Kaur	Sri Guru Teg Bahadur Khalsa College, Anandpur Sahib	13/03/2019	Science
Working Model on Safe Disposal of Rice Straw at Sci Fest 2019	Mr. Puneet Mr. Rohit Mr. Sandeep Singh	Sri Guru Teg Bahadur Khalsa College, Anandpur Sahib	13/03/2019	Science

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Agriculture Business Incubator	ATM (Agriculture Technology Management)	College Management	Production Technology of Strawberry	Medium Scale	18/07/2018
Agriculture Business Incubator	ATM (Agriculture Technology Management)	College Management	PTM (Production Technology of Mushroom)	Medium Scale	11/01/2019

Agriculture Business Incubator	ATM (Agriculture Technology Management)	College Management	Vermicompost Production	Small Scale	18/06/2019
Agriculture Business Incubator	ATM (Agriculture Technology Management)	College Management	Production Technology of Exotic Vegetables	Small Scale	18/06/2019
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Computer Science	1
English	2
Food Technology	1
Commerce	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Agriculture	33	0.02
International	Biotechnology	10	0
International	Zoology	4	1.7
International	Mathematics	1	1.18
International	Chemistry	3	1
International	Food Technology	6	0.55
International	Microbiology	4	0.5
International	Physics	2	0.47
International	Botany	9	0.2
International	Political Science	7	0.14
View File			

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

Department	Number of Publication
Microbiology	1
Food Technology	1
Agriculture	1
Punjabi	3
Computer Science	3
Chemistry	2
Geography	8
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
N/A	Filed	00	25/02/2019
No file uploaded.			

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Soilless Cucumber Cultivation under Protective Structures in Relation to Irrigation Coupled Fertigation Management, Economic Viability and Potential Benefits-A Review	Mahesh Chand Singh, Dilip Singh Kachwaya and Kapil Kalsi	International Journal of Current Microbiology and Applied Sciences	2018	3	PAU, Ludhiana Dr. Y S Parmar University of Horticulture and Forestry, Nauni, Solan (HP)	7
Production, characterization and environmental applications of biosurfactants from <i>Bacillus myloliquefaciens</i> and <i>Bacillus subtilis</i> .	Rajni Sharma, Jagdish Singh and Neelam Verma	Biocatalysis and Agricultural Biotechnology.	2018	3	Mata Gujri College, Fatehgarh Sahib	3
Optimization of gluten free biscuit from foxtail, copra meal and amaranth	Ajay Singh and Pradyuman Kumar	Food Science and Technology	2018	3	Mata Gujri College, Fatehgarh Sahib	3
Surface Molecularly	Shikha Bhogal,	Journal of Fluorescence	2018	0	Mata Gujri College,	2

Imprinted Carbon dots based Core-Shell Material for Selective Fluorescence sensing of Ketoprofen	Seema Mahe shwari, Kuldeep Kaur, Ashok Kumar Malik	ce			Fatehgarh Sahib	
To Study the Osmotic Dehydration Characteristics of Kiwifruit (Actinidia delicosa) Slices	Mamneet Kaur, naveet kaushal, Ajay Singh and manpreet kaur	Int J of Current Mic App Sci.	2018	0	Mata Gujri College, Fatehgarh Sahib	1
Male Meiotic Studies in 29 Species of Lamiaceae from Sirmaur District of Himachal Pradesh	Singh, V, Gupta, RC, Sharma, V, Sharma, K, Sharma, M and Kaur, K,	Cytologia	2018	0	Mata Gujri College, Fatehgarh Sahib	1
New and varied chromosome reports in twenty-six species of the family Asteraceae from cold deserts of the western Himalaya	Gupta, RC, Henna Goyal, Rajesh Kumar Goel and Singh, V	Cytologia	2018	0	Mata Gujri College, Fatehgarh Sahib	1
Phytochemical analysis of Eucalyptus leaves extract	Kaur Shubhreet, Gupta Saurabh, Gautam Priyae, Brath	Journal of Pharmacognosy and Phytochemistry	2019	0	Mata Gujri College, Fatehgarh Sahib	1
Site Selection For Sub	T. Siva Prathap, Dr Mohd	Journal of Emerging Technologies	2018	0	Mata Gujri College, Fatehgarh	1

Surface Dams Across Papagni River in Chakrayapeta Mandal Using Geospatial Technologies	Akhter Ali, Anupreet Singh Tiwana, M. Kamraju, Sagar M Waghmare	s and Innovative Research			Sahib	
A Blended Approach of Mango Seed, Peel and Pulp through Statistical Modeling for Development of Mango Bar	Prabhsimran kaur, Naveet Kaushal, Ajay Singh and saurabh gupta	Acta Scientific: Nutrition Health	2019	0	Mata Gujri College, Fatehgarh Sahib	0

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
A Blended Approach of Mango Seed, Peel and Pulp through Statistical Modeling for Development of Mango Bar	Prabhsimran kaur, Naveet Kaushal, Ajay Singh and saurabh gupta	Acta Scientific: Nutrition Health	2019	0	0	Mata Gujri College, Fatehgarh Sahib
Site Selection For Sub Surface Dams Across Papagni River in Chakrayapeta Mandal Using Geospatial Technologies	T. Siva Prathap, Dr Mohd Akhter Ali, Anupreet Singh Tiwana, M. Kamraju, Sagar M Waghmare	Journal of Emerging Technologies and Innovative Research	2018	0	1	Mata Gujri College, Fatehgarh Sahib
Soilless Cucumber C	Mahesh Chand	International	2018	3	7	PAU, Ludhiana

ultivation under Protective Structures in Relation to Irrigation Coupled Fertigation Management, Economic Viability and Potential Benefits-A Review	Singh, Dilip Singh Kachwaya and Kapil Kalsi	Journal of Current Microbiology and Applied Sciences				Dr. Y S Parmar University of Horticulture and Forestry, Nauni, Solan (HP)
Production, characterization and environmental applications of biosurfactants from Bacillus amyloliquefaciens and Bacillus subtilis.	Rajni Sharma, Jagdish Singh and Neelam Verma	Rajni Sharma, Jagdish Singh and Neelam Verma	2018	3	3	Mata Gujri College, Fatehgarh Sahib
Optimization of gluten free biscuit from foxtail, copra meal and amaranth	Ajay Singh and Pradyuman Kumar	Food Science and Technology	2018	3	3	Mata Gujri College, Fatehgarh Sahib
Surface Molecularly Imprinted Carbon dots based Core-Shell Material for Selective Fluorescence sensing of Ketoprofen	Shikha Bhogal, Seema Mahe shwari, Kuldeep Kaur, Ashok Kumar Malik	Journal of Fluorescence	2018	0	2	Mata Gujri College, Fatehgarh Sahib
To Study the	Mamneet Kaur,	Int J of Current	2018	0	1	Mata Gujri College,

Osmotic Dehydration Characteristics of Kiwifruit (Actinidia delicosa) Slices	naveet kaushal, Ajay Singh and manpreet kaur	Mic App Sci.				Fatehgarh Sahib
Male Meiotic Studies in 29 Species of Lamiaceae from Sirmaur District of Himachal Pradesh	Singh, V, Gupta, RC, Sharma, V, Sharma, K, Sharma, M and Kaur, K,	Cytologia	2018	0	1	Mata Gujri College, Fatehgarh Sahib
New and varied chromosome reports in twenty-six species of the family Asteraceae from cold deserts of the western Himalaya	Gupta, RC, Henna Goyal, Rajesh Kumar Goel and Singh, V	Cytologia	2018	0	1	Mata Gujri College, Fatehgarh Sahib
Phytochemical analysis of Eucalyptus leaves extract	Kaur Shubhreet, Gupta Saurabh, Gautam Priyae, Brath	Journal of Pharmacognosy and Phytochemistry	2019	0	1	Mata Gujri College, Fatehgarh Sahib

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	11	0	0
Presented papers	5	35	2	0
Resource persons	1	2	0	1

[View File](#)

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
N/A	N/A	N/A	0
No file uploaded.			

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

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
N/A	N/A	N/A	0	0
No file uploaded.				

3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NIPUN 5 Day-Night Camp	Bharat Scouts and Guides, Punjab	2	24
Blood Donation Camp	BSG Unit in collaborating NSS Unit and Rotary Club, Mata Gujri College, Fatehgarh Sahib	4	24
Enrolment Camp	NSS unit Mata Gujri College	4	681
Adopted village Cleaning	NSS unit Mata Gujri College and Gram Panchyat Vill Khera	4	232
State level Pre-RD selection camp	NSS in collaboration with Punjabi University, Patiala and Reginal Office NSS, Chandigarh	4	60
Swachhta Samaroh As Part Of 'Swachhta Hi Sewa' Campaign Launched By Honorable Prime Minister Of India Shri Narendra Modi, With Association Of Ministry Of Drinking Water And Sanitation To Be Conducted From 15 Sept. 18, To 02 Oct. 18	NCC Unit Of Mata Gujri College and 23 PB BN NCC, Ropar DG NCC And Ministry Of Defence	1	100

International Day Of Yoga On 21st , June 2018 Yoga Daycelebration By Performed Yog Asanas And Also Trained The Cadets For One Week Training Camp International Day of Yoga was first proposed by the current Prime Minister of India, Narendra Modi.	NCC Unit Of Mata Gujri College and 23 PB BN NCC, Ropar DG NCC And Ministry Of Defence	1	392
One day First Aid training camp	Youth Red Cross Unit MGCFGS in collaboration with NDRF	2	100
Swachh Bharat Summer Internship 04/06/2018 to 15/06/2018	Swachh Bharat Internship , Government of India	5	141
Republic day selection camp (RDC-IV) Inter Group competitions (IGC)(RDC)-2019/ATC-123/D CATC	23 PB BN NCC, Ropar	1	5
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Leadership Training Camp 2018	Best Cadet	NCC Group Headquarter, Jalandhar (Punjab)	1
Shooting Competition	Best Shooter	23 PB BN NCC Ropar	1
Swachh Bharat Abhiyan and Drug Abuse Prevention	State Award	State Govt.	90
Cleanliness Drive	Appreciation Gratitude Award	Rotary Club, Fatehgarh Sahib District, 3090	200
Voluntary Blood Donation	Award for Highest Blood Collection in One year	Punjab Kesari Group, Punjab	400
Voluntary Blood Donation	Award of Honour	Govt. Medical College, Patiala	400
Selection in Republic Day	Best Volunteer and Represented Punjab	Govt. of India, New Delhi	2

Parade, New Delhi	in the Parade		
Selection in Republic Day Parade, New Delhi	Best Cadet and Represent Chandigarh Directorate	Govt. of India, New Delhi	1
Award for extention Activities to the Red Cross	State Award	Governor of Punjab	0
Selection in Pre RDC 2019	Best Cadet	NCC Group Headquarter, Patiala (Punjab)	1
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Cleanliness Drive	NCC Unit Of Mata Gujri College and 23 PB BN NCC, Ropar DG NCC And Ministry Of Defence	Swachhta Samaroh As Part Of 'Swachhta Hi Sewa' Campaign Launched By Honorable Prime Minister Of India Shri Narendra Modi, With Association Of Ministry Of Drinking Water And Sanitation To Be Conducted From 15 Sept. 18, To 02 Oct. 18	1	100
Unnat Bharat Abhiyan	Ministry of Human Resource Development, GOI; IIT Delhi	Activities carried out in the villages 1. House hold survey 2. Door to door campaign about cleanliness and hygiene. 3 Rallies about environment protection. 4. Wall paintings of Swachh Bharat. 5. Meetings with Gram Sabhas to identify major problems	2	40

Kisan mela 16/10/2018	Department of Agriculture Mata Gujri College	Kisan Mela	25	500
Organic farming awareness programme	Mata Gujri College and farmer Kesav Singh Randhawa	Organic farming awareness programme	2	120
7 days Workshop on Azolla Cultivation 29/07/2018 to 4/08/ 2018	Mata Gujri College	7 days Workshop on Azolla Cultivation	2	100
Social service	Bharat Scouts and Guides, Punjab	Social Service 4 Day-Night Camp	4	24
Awareness Drive	NSS unit Mata Gujri College and Gram Panchyat Vill Khera	Rally on Plastic Awareness	4	214
Plantation Drive	NSS unit Mata Gujri College and Gram Panchyat Vill Kotal Bazwara, and youth club Manupur	Plantation drive at village Hansali, Manupur, Kotla Bajwada	4	250
Awareness Program	NCC Unit Of Mata Gujri College and 23 PB BN NCC, Ropar DG NCC And Ministry Of Defence	International Day Of Yoga On 21st , June 2018 Yoga Daycelebration By Performed Yog Asanas And Also Trained The Cadets For One Week Training Camp International Day of Yoga was first proposed by the current Prime Minister of India, Narendra Modi.	1	392
Social Sensitization	Youth Red Cross Unit, MGCFGS	Mobile Fasting Day	2	50
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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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Industrial Visit, Training and placement, Omnious Solution	120	Management, Mata Gujri College, Fatehgarh Sahib	1
Industrial Visit, Training and placement, Omnious Solution	120	Management, Mata Gujri College, Fatehgarh Sahib	1
National Seminar	75	Indian Council of Social Science Research	1
Hands on Training on Bee Keeping	39	Management, Mata Gujri College, Fatehgarh Sahib	1
Workshop on Biosystemetics and Taxonomy of Fish	56	Management, Mata Gujri College, Fatehgarh Sahib	1
Guest lecture on Opportunities in Apiculture	70	Management, Mata Gujri College, Fatehgarh Sahib	1
Guest lecture on Animal Welfare and veganism	28	Management, Mata Gujri College, Fatehgarh Sahib	1
Industrial Visit, Training and placement, Eureka Electros Solution	120	Management, Mata Gujri College, Fatehgarh Sahib	1
Industrial Visit, Training and placement, NextPage IT Solution	120	Management, Mata Gujri College, Fatehgarh Sahib	1
Industrial Visit, Training and placement, VR Xpert	120	Management, Mata Gujri College, Fatehgarh Sahib	1
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Guest lecture on Opportunities in Apiculture	Guest lecture on Opportunities in Apiculture	NGO : Furever Group, Chandigarh	31/01/2019	31/01/2019	70
Workshop on Biosystemetics and	Workshop on Biosystemetics and	Dr Onkar Singh Baraich	20/11/2018	20/11/2018	56

Taxonomy of Fish	Taxonomy of Fish	Assistant Professor Department of Zoology and Environmental Sciences			
Hands on Training on Bee Keeping	Hands on Training on Bee Keeping	Ugani Bee Farm Expert Simranjeet Singh (Chairman Bee Keeping Association India)	26/10/2018	26/10/2018	39
Educational visit	Educational visit	Village Nonowal FPO (Farmers Producer Organization)	20/11/2018	20/11/2018	72
Guest lecturer and student progression in higher studies	Guest lecturer and student progression in higher studies	Iron wood University of Australia	21/08/2018	21/08/2018	108
Educational Visit	Educational Visit	Punjab Agricultural University, Ludhiana, Punjab	22/09/2018	22/09/2018	50
Educational Visit	Educational Visit	Dr. Y.S.P UHF Nauni, Solan, (H.P.)	20/12/2018	24/12/2018	30
Educational Visit	Educational Visit	CPRI, Kufri, (H.P.)	20/12/2018	24/12/2018	30
Educational Visit	Educational Visit	Nahar sugar mill, Khumana, Fatehgarh Sahib-Punjab	19/02/2019	19/02/2019	75
Educational Visit	Educational Visit	Krishi Vigyan Kendra, Fatehgarh Sahib-Punjab	14/02/2019	14/02/2019	100
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Department of Horticulture, Fatehgarh Sahib (Punjab)	27/06/2018	Practical training, visits and guiding for the employment opportunities for the students	63
MOU between Mata Gujri College, Fatehgarh Sahib and Political Science Association (Regd.) Punjab, Head office, Directorate of Distance Education, Punjabi University, Patiala	15/03/2019	Sharing Education Research Facilities, Exchange of Students/ Scholars, Suggestions for curriculum upliftment	53
VR Xpact	12/03/2019	Training and placement cell	120
Swap IT Hub	06/02/2019	Training and placement cell	120
Omnious Solution	25/02/2019	Training and placement cell	120
Synergy University, Russia	22/03/2019	Academic and Cultural Exchange programmes for Students Faculty exchange Participation in Seminars/Conferences	0
NewsNumber.com	25/01/2019	To improve the skill of the students and work together	2
Eureka Electros Solution	15/02/2019	Training and placement cell	120
NextPage IT Solution	13/03/2019	Training and placement cell	120
Pagro Frozen foods Pvt. Ltd., Industrial area, sector 82, Mohali (Punjab)	26/06/2018	Industrial training, visits and placement for the students	63
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6000000	5282807

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Solitaire	Partially	Customized	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	57939	19546579	2054	804052	59993	20350631
Reference Books	4775	3566925	300	237600	5075	3804525
e-Books	3135000	17400	10955	17400	3145955	34800
Journals	89	152983	51	50256	140	203239
e-Journals	51282	17400	6000	17400	57282	34800
Digital Database	4	17400	1	17400	5	34800
CD & Video	440	0	40	0	480	0
Weeding (hard & soft)	0	0	115	47064	115	47064
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	26/04/2019

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	616	11	155	14	1	1	0	155	10
Added	0	0	0	0	0	0	0	0	0
Total	616	11	155	14	1	1	0	155	10

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

155 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Center (Interview of Onkar Singh , State organizing commissioner ,Scout and Guide)	https://youtu.be/dRHgqbmglvY
Media Center (Interview of Best Gatka player, Mandeep Singh)	https://youtu.be/0gHxxIkFwU8
Media Center (Discussion to Mark, International Women's Day)	https://youtu.be/RC3p6ug7ioU
Media Center (Discussion on "What India wants - salute to heroes")	https://youtu.be/jzK8Vu83qWY
Media Center (Discussion on "Decrease in reading habits")	https://youtu.be/vfO-s6-4UZE
Computer Center (Seminar on" Sabna da Sanja Guru Nanak")	https://youtu.be/ZDh9JKP6Tw

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2000000	1813973	2500000	2090087

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

The primary responsibility for developing infrastructure lies within governing body of college. College makes every possible effort for optimal utilization of financial resources allocated for the purpose of maintenance and utilization of physical and support facilities. Various committees have been constituted for vigilant appraisal of available facilities. Regular meetings were undertaken to discuss new policies for improvement and maintenance of infrastructure. Physical, Academic and support facilities including laboratories, classrooms,

seminar halls and computers etc. were made available for students admitted in college. For maintenance of laboratories, laboratory attendants ensure maintenance of records of chemicals, glassware and instruments. Regular repair, calibration and maintenance of equipments are done by technicians. Stock checking is done at end of session by committees every year for chemicals, glassware and equipment in departments. Thereby helps to maintain and dispose-off waste and nonworking equipment and glassware. Chemical purchase committee calls for quotations for annual purchase contract for chemicals and glassware at beginning of session. Classrooms and furniture is utilized regularly by students but at times it is also made available for other government and non-government organizations for conducting exams if not in use. Seminar Halls in college are used for organizing various functions, guest lectures at college level and are also open for public gatherings. College campus is maintained by beautification committee that makes efforts to make campus clean and green. Main purpose of this committee is to reduce carbon content through plantation drive etc. Infrastructure is maintained by property committee and it recommends purchase, repair and maintenance of infrastructure and furniture. Academic and support facilities include library, sports complex and other platforms supporting overall development of students. College has maintained two libraries and a reading hall with wifi facility. Students are allocated unique id and password at the time of admission to access wifi and are encouraged to register for e-resources like INFLIBNET, DELNET, NLIST and NPTEL. In library, books are arranged in simple and systematic order with software. Provision of budget for library maintenance is made by college management and library committee. Committee actively maintains library facilities as per requirements of each department. Sports committee looks after maintenance of sports stadium, grounds, running track and Gym. Infrastructures in sports department consist of running track and stadium which are used by student, staff and the local community. The running track and the outdoor facilities are free to use for all stakeholders. District level functions are organized in college stadium. College is committed to upgrade IT infrastructure and associated facilities on a regular basis. There are 616 computers installed and 11 computer labs including one Apple lab. Maintenance of computer laboratory includes repair and up-gradation of computers, servers, laptop regularly. Purchase of hardware and software is done by purchase committee. College website is maintained regularly by system administrator, software developer and faculty of computer science department. Maintenance and cleaning of classrooms, laboratories and college campus are done with efforts of non-teaching staff and in major cases college hires contractual staff for maintenance.

<http://www.matagujircollege.org/IQACPageDetails/Committees>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Support under various schemes of the College	639	5320717
Financial Support from Other Sources			
a) National	1. Central Sector scheme of scholarship for college University	176	1581000

	students 2. Post Matric scholarship schemes Minority CS. 3. Merit-cum means Scholarship 4. University Rank holder 5. Single girl child		
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop on Reasoning, Soft Skills and Personality Development	22/08/2018	183	Mr. Rajeev Kharbanda and Mr. Varun Chopra from Impression Training Solutions, New Delhi
One day workshop on Python and Office Automation	13/09/2018	142	IOTO Zed (ZED Start Solutions)
One day workshop on Andriod and Python Technology	20/08/2018	80	TCS ION, Chandigarh Mr. Sandeep
One day workshop on Financial Literacy	06/02/2019	108	Innovative Financial Management, Mohali
Digital Marketing	27/09/2018	98	Miss Chetna Kharbanda HR Head, IBM-AIP Chandigarh
Resume Building and Current Career Opportunities	05/02/2019	129	Mr. Jaspreet Singh IAS, ADC, Fatehgarh Sahib.
Guest lecture on Personality Development through various skills development	15/03/2019	200	Dr. S.K.Chadda Professor UBS, Panjab University, Chandigarh.
Guest lecture on International Business and Indian Economy	27/03/2019	130	Dr. Manjit Singh University School of Applied Management, Punjabi University, Patiala.
Guest lecture on Resume Building and Current Career Opportunities	02/05/2019	130	Mr. Sourav Sharma Placement Officer Mata Gujri College, FGS
Essential Employment Skills	05/03/2019	128	Mr. Harmeet Singh, Corporate Trainer

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Competitive Exam Guidance for Hostlers students	63	63	6	4
2018	Career Counselling for Management Students	40	40	2	8
2018	Career Counselling for Graduates	10	350	0	10

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
ICICI BANK (IFBI), IBM (All soft Solutions), Teleperformance, Flipkart, Kotak Security Limited, AMP Infotech, Next Page IT Solutions, Harison Associates,	1647	280	Bani Milk Private Limited Vivo Global HDFC Bank	55	9

Reliance Jio, Instant Career Consultancy, Oceana Techn ologies, SCOPE Technologies etc.					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	"Bachelor of Science Honours Bio-Technology"	Biotechnology	Chandigarh Group of Colleges, Landran	"Master of Science (Honours) Bio-Technology"
2019	1	"Bachelor of Science Honours Bio-Technology"	Biotechnology	GADVASU, Ludhiana	MSc Biochemistry
2019	2	"Bachelor of Science Honours Bio-Technology"	Biotechnology	Punjabi University, Patiala	"Master of Science (Honours) Bio-Technology"
2019	1	Master of Science Agriculture	Agriculture	Punjab Agriculture University	PhD
2019	4	Bachelor of Science Honours Agriculture	Agriculture	Mata Gujri College, Fatehgarh Sahib	Master of Science Agriculture (Fruit science)
2019	5	Bachelor of Science Honours Agriculture	Agriculture	Mata Gujri College, Fatehgarh Sahib	Master of Science Agriculture (Floriculture and Landscaping)
2019	1	Bachelor of Science Honours Agriculture	Agriculture	Mata Gujri College, Fatehgarh Sahib	Master of Science Agriculture (Genetics and Plant breeding)
2019	2	Bachelor of Science Honours Agriculture	Agriculture	Mata Gujri College, Fatehgarh Sahib	Master of Science Agriculture (Vegetable

					Science)
2019	4	Bachelor of Science Honours Agriculture	Agriculture	Mata Gujri College, Fatehgarh Sahib	Master of Science Agriculture (Soil Science)
2019	5	Bachelor of Science Agriculture	Agriculture	Mata Gujri College, Fatehgarh Sahib	Master of Science Agriculture (Agronomy)
View File					

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

Items	Number of students selected/ qualifying
NET	4
GATE	1
CAT	1
View File	

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

Activity	Level	Number of Participants
International Womens day Celebration	Institutional Level	450
National Science Day 28.02.2019	Institutional Level	216
Girls Hostel Night (DANCE EVE Other Competitions)	Institutional Level	300
Teej Celebration in College Campus	Institutional Level	136
National Sports Day Celebration on 29th June	Institutional Level	32
Zonal Youth and Folk Festival	Zonal Level	222
Interzonal Youth and Folk Festival	Interzonal Level	60
Inter College Sports Competitions	Inter College Level	102
Annual Athletic Meet	Institutional Level	1091
Khalsai Sports Meet	Management	173
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student

2019	Gold Medal	National	1	0	187308 186553 186532	Mandeep Singh Ramneek Singh Jaswinder Singh
2019	Gold Medal	National	1	0	185880	Taranpreet Kaur
View File						

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

As per State direction, it is not permitted to have elections in the college campus to constitute Student Council. However, keeping in consideration, the importance of representation of students in the functioning of institute, a structured procedure of their representation is ensured. The class representatives (CRs)- one boy and one girl are nominated by the students of each class. Regular meetings of the CR with the Principal are conducted and suggestion/feedback given by them are given due consideration. The nominated representatives of various clubs, societies, NSS, NCC, Red Cross, Hostel (Boys and Girls) also participate in these meetings. Nominated students are also a member of IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association was registered on 14 May 2015. Ever since the Alumni Association has been working actively. Total registered members of the association are 2340. The Association is categorized into two segments: NRI Chapter and Indian Chapter. The Association provides scholarship to the needy and meritorious students of the college. This year 47 students were given scholarships of Rs 187500. Alumni are part of the Board of Studies of various departments and give their feedback in updating the curriculum. The Association renders support to marginal farmers of nearby areas. The Association donated Rs 1540000 to 73 farmers whose crops were destroyed in the fire in June 2018. Sewing Machines to the needy ladies and tricycles for handicaps were also donated. Plantation drives are organized in neighbouring villages. The association provides ration to the inmates of old age home and home for leprosy patients in Fatehgarh Sahib.

5.4.2 – No. of registered Alumni:

2340

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

1764500

5.4.4 – Meetings/activities organized by Alumni Association :

Following Activities were organised by the Alumni Association in 2018- 2019

- 47 meritorious students were awarded scholarships worth Rs 187500/- by the Association.
- The Association undertook plantation drives in nearby villages.
- The Association distributed Tricycles of worth Rs. 22000 to the differently-abled people on 16 August 2018.
- Sewing Machines of worth Rs. 15000 were distributed to the needy woman to make them self reliant on 16 August 2018
- The Association collected funds of Rs. 1540000 and donated it to 73 farmers of villages Sangatpur Sodhian, Raipur Majri and Pamour whose crops were destroyed

in the fire in June 2018.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. To promote decentralization and participative management in the College the members of faculty are assigned with various curricular, co-curricular and extra curricular responsibilities such as Vice-Principals, Deans, Heads, Coordinators and Conveners for various activities such as Academics, Quality Assurance, Research and Development, Career Guidance and Placements, Admissions, Examination and Evaluation, Transportation, Hostel Facilities and many more. Regular meetings of the Director-Principal with the Vice-Principals, Heads and Deans are held to plan, execute, monitor and evaluate the forthcoming activities. The faculty members are involved in decision making process at different levels. The faculty members are actively involved in decision making as many are members of College Governing Body, College Academic Council, and other bodies and committees. Board of Studies' meetings, curriculum development, various extra-curricular activities viz. educational visits, guest lectures are independently handled by the Heads of Departments. The concept "Heads and Deans are the second line of administration" has been adopted for smooth functioning. 2. Students are also given the opportunity to take responsibilities in various roles such as Class Representatives, Office Bearers of Associations and Coordinators for various activities. Students plan and execute various activities like Guest lectures, Educational Visits etc with help from faculty members. Students are paid due attention in framing syllabus through feedback channels.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	? Pre-ponement of examination of Re-appear in odd semester in line with Parent University. ? Results are declared as early as possible. In most of the cases results are being declared before the declaration of results by parent University which is benefitting exiting PG students to grab job opportunities well in time and exiting UG students can apply for various PG courses before the last dates expire. ? Full transparency is followed in Internal Assessment calculation and it is duly shown to and got signed by the students before submitting to the examination branch.
Research and Development	? Eight Science Departments of the college have been selected for receiving financial aid under "Star College Scheme" by Department of Biotechnology, Ministry of Science

Technology GOI. A total grant of Rs 142 lakh has been sanctioned. ? In the year 2018-19, 102 Research papers have been published in journals of International and National repute. 07 books with ISBN and Chapters in 07 books have been published by the faculty members. ? 05 faculty members were invited to conferences/seminars/radio talks as guest speaker/ resource person. ? 05 faculty members are guiding Ph.D students.

Library, ICT and Physical Infrastructure / Instrumentation

? Digital language lab equipped with clarity software. ? ICT enabled teaching- learning, smart class rooms seminars with PPT presentation are part of education. ? 24x7 Wi-Fi facility is provided for the students and staff in the college campus. ? Issue and Return of Books is done through MIS in Library. ? E-resources for research academic content access are provided and updated for students and staff. ? The College campus has been monitored with CCTV facility for keeping a check.

Human Resource Management

? Staff enrichment programs are conducted in the college campus for teaching and non-teaching staff. ? Recruitment of the staff is done purely on the merit basis and as per the guidelines of UGC and Punjabi University, Patiala. ? Special Training programmes like Spoken English, personality Development, Entrepreneurship Skills are carried out for both UG and PG students. ? Scholarships are given to the deserving poor students from Poor Student Aid Fund every year. ? Counselling is provided to the students to resolve their problems by the class teachers and subject teachers.

Industry Interaction / Collaboration

? Board of Studies has an Industry expert for designing the curriculum as per industry requirements. ? Placement drives have been conducted in the college campus. ? MoUs are signed with various organizations to increase the interaction of students with industry. ? Industrial visits and Summer Training projects are mandatory in many UG and PG courses. ? Guest Speakers from various fields including industry are invited to share their experiences with students.

Admission of Students

? The college offers 19 UG programs, 26

PG programs, 02 Vocational Programs, 01 Diploma, 01 Post Graduate Diploma Course, 02 Job oriented Add on Courses and 01 Short Term Skill Development Course. So there are 52 programs in total. ? The offered programs are versatile, job oriented and providing employability skills to students. ? Admission committees monitor the admission process of every course. ? Eligibility conditions are relaxed for SC/BC/Sportspersons as per Central / State Government norms. ? Student database is prepared simultaneously during admission. ? Poor/needy Students are given the relief in depositing the fee in installments.

Curriculum Development

In order to achieve vision and mission of the College, the curriculum development process focuses on the needs of society. The requirements are received through formal feedback channels and informal interactions with the members of different sections of society. The course outcomes are outlined in alliance with the programme specific outcomes which further ensure the fulfilment of Programme outcomes. The draft syllabi are placed in the meeting of Board of Studies that includes members from industry, academics and representation from alumni. It is then placed for suggestions (if any) and approval in the Academic Council.

Teaching and Learning

? To promote technology enabled teaching learning process, ICT is effectively used. ? The fast learners are offered extra coaching to enable them to appear for professional and competitive examinations. ? The slow learners are offered extra remedial classes to improve their academic performance. ? Curriculum is designed to incorporate the skill development courses like field work, industrial visits, summer training etc. ? The College is using a well thought-out mix of Traditional (chalk and talk, debates, quizzes etc.), Innovative (analysis of real life case studies, recent news etc.) Creative (Role Plays, Games etc.) and technologically advanced tools for teaching.

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

E-governance area	Details
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Planning and Development	All major decisions regarding Academics and Administration are displayed on the College Website and College App. Students and Teachers can give their suggestions regarding these matters.
Administration	All the notices are displayed on the LCDs installed at various places in the college campus. The Notices are also displayed in the College App. Teachers are also informed about important information through groups on Social Media. Students can give their suggestions, register grievances online through the form available on the College Website. Purchase of various articles is also recorded in database created for the purpose.
Finance and Accounts	The Ledger book, Balance sheet, Cash book and Profit Loss account are handled through Management Information System (MIS). The fees can be submitted online through login portal of the student. There is Automatic Receipt creation on successful online payments and the fee amount is automatically posted in ledger account.
Student Admission and Support	? Admission is offered to students from other states also. The details of all the students at the time of admissions are recorded online in student database. The details of the students are then automatically available to the Accounts branch. ? The Student portal enables a student to have access to information related to online Admission / Online Fee payment gateway, document upload, Fee details, Hostel / Transport / Parking details (if any).
Examination	The Examination Module of MIS covers the compilation of results, mark sheets and Gazette Reports. Students can check notices regarding last dates of filling the examination forms, date sheets and result updates from College Website. Use of all infrastructural facilities is made for the conduct of examinations which include computer systems, printers, scanners for smooth functioning of examination branch.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
2018	N/A	N/A	N/A	0
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Free Online Course in Communication Skills	Free Online Course in Communication Skills	21/02/2019	25/04/2019	20	22
2018	N/A	Workshop on Raavi (Punjabi Font) For Non-Teaching Staff	08/06/2018	30/06/2018	0	12
2018	Open Session with Staff: Teaching	Open Session with Staff: Non-Teaching	02/07/2018	02/07/2018	85	65
2018	Orientation Programme for Newly appointed faculty	N/A	02/08/2018	03/08/2018	62	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP	2	09/07/2018	14/07/2018	6
Short Term Course	2	16/12/2018	22/12/2018	7
Refresher course	1	28/12/2018	17/01/2019	21
Refresher course	1	15/06/2018	05/07/2018	21
Refresher course	1	18/06/2018	08/07/2018	21

Refresher course	4	01/12/2018	21/12/2018	21
Refresher course	3	18/06/2018	07/07/2018	20
Orientation course	1	29/11/2018	26/12/2018	28
Orientation course	2	21/05/2018	16/06/2018	27
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
87	205	65	127

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Group Insurance 2. Advance pay benefit without interest 3. Maternity benefits and Medical Leave 4. Subsidized Canteen Facility 5. ATM Facility 6. Free Medical Centre 7. 24x7 Wifi/ Internet</p>	<p>1. Group insurance 2. Advance pay against salary without interest 3. Compensation jobs for nominee / family members 4. 25 fee concession to the children of college employees 5. Wheat loan of Rs.8000/- yearly 6. Maternity benefits and Medical Leave 7. Subsidized Canteen Facility 8. ATM Facility 9. Free Medical Centre 10. 24x7 Wifi/ Internet</p>	<p>1. Poor Student Aid Fund 2. Financial Aid from Old Student Association 3. Financial Aid from Sarbat da Bhala (Charitable Trust) 4. Financial support in the form of fee waiver for the students who excel in cultural activities. 5. Financial support in the form of fee waiver for the students who excel in sports. 6. Sponsored Scholarships in various disciplines (As mentioned in college prospectus). 7. Financial support in the form of fee concession to the poor and needy students. 8. Free Medical Centre 9. 24x7 Wifi/Internet 10. ATM Facility 11. Subsidized Canteen Facility</p>

6.4 – Financial Management and Resource Mobilization

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

1. Internal Audit: Yes, Internal Audit is done by the Internal Audit Committee of the College. 2. External audit: Upto 2016-17.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
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1. Poor Student Aid Fund 2. Old Student Association 3. Sarbat da Bhala (Charitable Trust) etc.	5320717	Financial Aid to Meritorious and Economically weaker students
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6.4.3 – Total corpus fund generated

29074824

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N/A	Yes	Principal and IQAC Team
Administrative	No	N/A	Yes	Principal and IQAC Team

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

<p>? ? Parents Teacher Meeting is organized by the different Departments every session. ? The feedback report is also communicated to the parents about their Ward's academic and other activities performance. ? As many parents are alumni of the College they always provide constructive ideas and suggestions for the betterment of College.</p>

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

<p>? ? Computer Training Programmes are organized for non-teaching staff. ? Online Communication Skills courses were organized for support staff. ? Induction programs are organised for fresher staff.</p>

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

<p>? ? Linkages with Universities and Institutions of National Repute. ? Expansion of Hostel. ? Online Admission of students enabled ? Online Student Satisfaction Survey ? Introduction of various courses focusing on employability and skill development ? Introduction of Value Added Courses ? Up gradation of Science and Computer Labs</p>

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Feedback from Students	10/04/2019	10/04/2019	31/05/2019	970
2019	Feedback	10/04/2019	10/04/2019	30/04/2019	327

	from Staff: Teaching and Non-Teaching				
2019	Collation of Data for AISHE	25/02/2019	15/01/2019	25/02/2019	35
2018	Collation of Data for AQAR	14/08/2018	16/07/2018	14/08/2018	50
2018	Open Session with Staff: Teaching and Non Teaching	02/07/2018	02/07/2018	02/07/2018	109
2018	Orientation Programme for Newly appointed faculty	02/08/2018	02/08/2018	03/08/2018	62
2018	Organising Induction Programme for Ist year students	10/07/2018	10/07/2018	10/07/2018	450
2018	Assisting and encouraging Departments to organise Seminars/conferences/Workshops	02/07/2018	02/07/2018	30/06/2019	24
2019	Free Online Course in Communication Skills for Teaching Staff	21/02/2019	21/02/2019	25/04/2019	20
2019	Meeting of IQAC members	26/04/2019	26/04/2019	26/04/2019	15
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's Day	08/03/2019	08/03/2019	324	126
Women Health and Hygiene	08/03/2019	08/03/2019	400	0

Special Programme on International Rural Women's Day uploaded on YouTube channel of the college	15/10/2018	15/10/2018	10	5
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The College believes in promoting a society which cares for the environment. Realizing the importance of sustainable development, many activities are undertaken to make the campus environmental friendly and sensitize students towards ecological issues. 1. Vanmahautsav is celebrated every year with the plantation of saplings. The campus itself has a large number of trees and plants. 2. The campus houses a Botanical Garden in which rare species of plants are grown. 3. College has 'Environmental Association' which has taken upon itself the onus to spread awareness and provide students several platforms to discuss the various pressing environmental issues and deliberate on appropriate solutions towards the same. A plethora of events were organized to create awareness in the campus, such as paper presentations, quizzes and nature walks. 4. The English department promoted Cracker Free Diwali Campaign against the backdrop of the rising concerns about the dismal air quality in the state due to reckless burning of crackers around the time of Diwali. Keeping with the tradition, the students made a rangoli using ecofriendly colours in the foyer. The college also circulated a video of people sharing their experience of celebrating Cracker Free Diwali to emphasize that it is no less fun. 5. The Environment Association organized various talks of eminent scientists on the burning issues regarding Global Warming, use of Genetically modified crops etc to make the youth and society aware about the negative effects of such products. 6. Pamphlets were distributed to raise awareness about Protection of Environment on World Environment Day 5 June, 2019 7. The College undertakes appropriate measures to manage waste of the College Canteen, Hostel mess and Laboratories from its inception to its final disposal. Safe waste disposal is intended to reduce the adverse effects of waste on health of the students and environment. 8. The Agriculture Department of the college produces Vermi Compost. The compost produced is used for organic farming by the Agriculture Department and also for the plantation in the campus. 9. Solar Panels have been installed to maximize the use of renewable energy resources. 10. Rain Water Harvesting in the grounds and Rooftop Rain Water Harvesting Technology is in place. 11. The College has launched Plastic Free Campus Campaign. 12. Plantation drive -Mission: Green Fatehgarh Sahib was organised by the NGO Rise to Help formed by students of Mata Gujri College. NSS unit of the College conducted tree plantation drive in the adopted village 13. Department of Botany organized a seminar on Climate Change: Challenges and Mitigation Strategies on 27/09/2018. The cogitation resulted in spreading awareness about the challenges that Climate Change is posing to the ecosystem. 14. Alumni Association undertook plantation drives in nearby villages. A total of 10000 trees have been planted by the association in year 2018-19.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Braille Software/facilities	Yes	0

Scribes for examination	Yes	0
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	16/10/2018	1	Kisan Mela and AgroIndustrial Exhibition	The farmers were informed about the new technologies related to agriculture, benefits of organic farming and were also discouraged about the practice of stubble burning.	500
2018	1	1	10/09/2018	1	Education for Disadvantaged Children	NSS unit of the college provide free classes to slum children in the evening	20
2019	1	1	20/03/2019	1	A short film 'Honsla' by Journalism department (Link: https://www.youtube.com)	Highlights the problems causing suicide cases among farmers.	15

					/watch?vA jgQ1DossA olistUUlh ZLw0JuIby 2dkyB7Apj agindex74)		
2018	1	1	26/12/2018	2	First Aid Camp on three days annual Shaheedi Jor Mel.	Health and Hygiene	50
2018	1	1	26/12/2018	2	Community Service at Shaheedi Jor Mel	College students help local administration to make special arrangements for approx 10 lakh devotees	200
2019	1	1	20/03/2019	1	Consumer Hub	Contributed to enhance marketing and management skills among the students	34
2019	1	1	15/03/2019	1	Conference(National Seminar on 'Emerging Trends in the Politics of North West India')	Various facets and stages of the politics in Punjab.	70
2019	1	1	13/03/2019	1	Job Fest	Employability	2000
2019	1	1	26/02/2019	1	Water testing Camp at village Sidhwal	Health Awareness	26
2019	1	1	06/05/2019	16	Free	Free	142

shortterm Computer Course
computer and personality development classes were conducted by computer science department for local community students.

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Sikh Scripture (Sabdarth Sri Guru Granth Sahib Ji (Volume I- IV) distributed by Shri Sahaj Path Sewa Sansthan, Australia	30/10/2018	Shabdarath Sri Guru Granth Sahib Ji (Vol. I to IV) were provided free of cost to college students by Sri Sehaj Path Seva Sanstha, Australia. Apart from college students, if any outsider asks for these pothis, they get them for free. These pothis were given when someone requested them from the Department of Religious Studies. The purpose of distributing these pothis among students and the public is to inculcate religious values.
Pamphlet related to the life of Bhai Ghaniya ji was distributed on the occasion of Shaheedi Jor Mail, Fatehgarh Sahib	27/12/2018	Bhai Ghaniya was a Sikh of Guru Tegh Bahadur Ji and was the founder of the Sevapanthi samparday of the Sikhs. He saw God in the smallest detail on the battlefield and served to water the Sikh army and the enemy army. Guru Gobind Singh, pleased with his sense of service, asked him to apply water as well as bandage to the wounded soldiers. Bhai Ghania ji was a person dedicated to the spirit of service. This pamphlet (in the number of one thousand) was distributed among the

		<p>sangat who came to Fatehgarh Sahib from all over the country to give information about the life of such a high ideal personality.</p>
<p>Pamphlet related to the information of Sri Guru Granth Sahib was distributed on the occasion of Shaheedi Jor Mel, Fatehgarh Sahib</p>	<p>27/12/2018</p>	<p>Guru Granth Sahib is a Granth edited by Guru Arjan Dev Ji for the benefit of humanity. It was first installed in 1604 AD at the Golden Temple, Amritsar Sahib. This Granth contains the hymns of 35 Contributors belonging to different religions, different castes. A pamphlet was prepared to inform the students and the public about this holy Granth. This pamphlet (in the number of two thousands) is distributed every year to the sangat who come to Fatehgarh Sahib from all over the country.</p>
<p>Hukamnama of Akal Takht was distributed for prevention of feticide on the occasion of Shaheedi Jor Mel, Fatehgarh Sahib</p>	<p>27/12/2018</p>	<p>The Akal Takht was created by the sixth Guru of Sikhism, Guru Hargobind Sahib. Hukamnamas (orders) have been issued from this throne ever since. These Hukamnaams are accepted by the Sikh Sangat. The message conveyed in the Hukamnama applies to the entire Sikh community. Such Hukamnamas are issued from time to time as required. A hukamnama was also issued from the Akal Takht to stop feticide. This Hukamnama is distributed among the millions of Sangat on the land of Fatehgarh Sahib, so that the society can get rid of the problem of feticide.</p>
<p>Pamphlet related to the environment was distributed on the occasion of Shaheedi Jor Mel, Fatehgarh Sahib</p>	<p>27/12/2018</p>	<p>The environment is a unique gift from God. Man harms the environment to meet his needs. In the Bani of Guru Granth Sahib Ji the human being is</p>

inspired to take care of the environment. Guided by the Guru Granth Sahib, the college prepared and distributed a pamphlet to awaken the human being to the protection of the environment. These pamphlets were distributed among the sangat who reached Fatehgarh Sahib from different parts of the country on the occasion of Shaheedi Jor Mail.

Hoardings were displayed regarding the teachings of Guru Granth Sahib Ji and Sikh History

12/11/2018

These hoardings were erected on various roads inside the college. These hoardings were dedicated to the 550th birth anniversary of Guru Nanak Dev Ji so that the students could be given valuable information about the life, teachings etc. of Guru Nanak Dev ji. Apart from this, information about Guru Granth Sahib Ji was also displayed. Through this medium the students were able to acquire information in a very short period of time.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Art of Living Camps	08/08/2018	17/08/2018	200
Guest Lectures on Teachings of Guru Nanak Dev Ji	06/02/2019	06/02/2019	125
Trip to Gurdwara Sultanpur Lodhi	04/02/2019	04/02/2019	60
Plantation Drive	13/02/2019	13/02/2019	110
Lecture Demonstration on 'The Guru and Vigyan'	25/02/2019	25/02/2019	180
Book Exchange Programme	14/02/2019	15/02/2019	350
Ardaas Diwas	08/04/2019	08/04/2019	400
Documentary titled 'Neglected Chapters'	20/05/2019	20/05/2019	100

highlights the problems prevailing in India			
Tree Plantation in Adopted Village(Kotla Bazwada) by Religion Dept.	04/09/2018	04/09/2018	80
Blood Donation Camp	26/07/2018	26/07/2018	107
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Incandescent bulbs have been replaced by CFLs and LEDs. 2. Rain water harvesting system has been installed at various points in the college. 3. College has a compost pit in which organic matter is converted to manure and this manure is fed to the earthworms to produce vermicompost. Various programmes have been framed to encourage the students to reduce the use of plastic and paper on campus. Paper recycling has been promoted by all members of the College. 4. Segregation of waste and compost pit: The college has separate pits to discard the plastic waste and the green waste. The converted manure is being used in the fields to raise the fertility of the fields of the college. 5. Upcycling efforts towards waste: -Fine Arts department of the college aims at encouraging the concept of recycling, reusing and making the best out of waste. Their students have made pen stands, paintings, paper weights etc. out of old newspapers. 6. Book Donation Week - In Collaboration with the NSS department of the College: Book Bank has been functioning in the college. The poor and needy students can take the books for the entire session without any charge. Likewise old clothes were collected from the willing faculty of the college and were distributed at various shelter homes in the nearby areas. College staff and students together adopt the policy of reduce, recycle and reuse 7. e - Campus: The college has gone paper free by taking online application forms of the students. The college is working on an environment policy to ensure eco friendly campus. 8. The college has initiated the installation of the Biodegradable toilets. 9. Only Star rated air conditioners are installed in our college campus to ensure optimum consumption of electricity. 10. Vehicular movements are restricted inside the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1 Title of the Practice: Community Service Objective ? To create among the faculty and students a deeply ingrained urge to be informed about and to be involved in community issues and causes. ? To foster among faculty and students spontaneous and joyous response to volunteering and social action. ? To enable them to understand and appreciate the role of social involvement as an essential ingredient of personal growth and maturity. ? To impart value based education by undertaking holistic and sustainable developmental approach in transforming the students which can develop responsible citizens with emotional stability who shall create value for the nation and the world around. The Context Education, in the present context of globalization, has come to be treated as a tradable service/commodity. The resulting cultural crisis and value decay have thrown up a new term 'value education'. The goals of education in a society, to be meaningful in the larger sense, need to be aligned with its values. The Institution takes a strong stance in being socially responsible. It actively encourages community engagement of the students and creates a positive impact in its inclusive growth. Students are made aware of the issues in the society that are challenging and are motivated to establish relationships with

the society that embody and communicate high standards in it. The Practice Shaheedi Jor Mel is a Congregation (GetTogether) organised every year in December at Gurdwara Fatehgarh Sahib to pay homage to the martyrdom of Zorawar Singh and Fateh Singh, the younger sons of the Tenth Sikh Guru, Guru Gobind Singh. Lakhs of devotees pay their obeisance at Fatehgarh Sahib on this historic occasion. Our students assist District Administration to make special arrangements for devotees like parking areas, controlling flow of traffic etc.

It becomes our utmost duty and responsibility to inculcate in our students, high standards of morality, culture and character as taught by Sikh Gurus and laid down in the holy Guru Granth Sahib. Our college students manage about 10 lakhs of devotees in Shahidi Jod Mel every year. Medical camps, Cancer awareness camp and emergency services are organized by NSS and Red Cross unit of the college. The college also organises Langar which is served to lakhs of devotees arriving here. The Institution believes that the important dimension of holistic education is the possession of human values and ethics by every individual. It aims at arousing social consciousness among the youth with an overall objective of personality development through community service.

Evidence of Success ? Our students supported the District Administration to make special arrangements for approx 10 lakh devotees at Shaheedi Jor Mel 2018-19. ? Students assisted the old and physically disabled to pay obeisance. ? Medical camps, Cancer awareness camp and emergency services were organized by NSS and Red Cross volunteers and Alumni Association. ? The college organized Langar (free community kitchen) for devotees irrespective of their caste, creed, religion, invoking a sense of unity and equality. ? The College buses were put in the free service of old and physically disabled pilgrimages upto permissible distance. ? BSG Unit in collaboration with NSS Unit and Rotary Club, Mata Gujri College, Fatehgarh Sahib organized Blood donation camp in which 230 students participated. ? NSS unit Mata Gujri College and Gram Panchyat Village Khera participated in the cleanliness drive in adopted village. ? NCC Unit Of College and 23 PB BN NCC, Ropar DG NCC And Ministry Of Defense organized cleanliness drive under Swachhta Samaroh a Part Of 'Swachhta Hi Sewa' Campaign. ? One day First Aid training camp was organized by Youth Red Cross Unit MGCFGS in collaboration with NDRF ? 141 Students participated in Swachh Bharat Summer Internship Programme. ? Various activities like House hold survey, Door to door campaign about cleanliness and hygiene. Rallies about environment protection, Wall paintings of Swachh Bharat, Meetings with Gram Sabhas to identify major problems are conducted under Unnat Bharat Abhiyan ? Social Service 4 Day-Night Camp was organized. ? NSS unit of the college provided free classes to slum children in the evening ? A short film 'Honsla' by Journalism Department highlights the problems causing suicide cases among farmers. ? Water testing Camp held at village Sidhwal. ? NSS unit Mata Gujri College and Gram Panchyat Village Khera conducted Rally on Plastic Awareness. ? NSS unit Mata Gujri College and Gram Panchyat Village Kotal Bazwara, and Youth Club Manupur organized Plantation drive at village Hansali, Manupur, Kotla Bajwada ? Youth Red Cross Unit sensitized people by celebrating Mobile Fasting Day. ? The Alumni Association distributed Tricycles to the differently abled people on 16 August, 2018. Sewing Machines were distributed to needy woman to make them self reliant on 16 August, 2018 ? The Association collected funds and donated it to the farmers whose crops were destroyed in the fire in June 2018. a. Rs 1424600/ was given to the 73 farmers of Sangatpur Sodhian b. Rs. 84000/ was donated to the farmers of Raipur Majri c. 15000/ was donated to the farmers of the Pamour Village. Problems Encountered and Resources Required There are often limitations faced in generating the required resources to operate the various outreach programmes. However, a participative culture of voluntary service in the College enables undertaking of various initiatives to ensure that we fulfill our commitment to our social service programmes. Best Practice-2 Title of the Practice: Financial Assistance to the Needy Students Objectives of the Practice: • To extend financial aid to the poor students

especially from the rural areas, which allows to save them from discontinuation of their studies owing to poverty. • To extend financial support to all the deserving poor students without any discrimination of caste, creed or gender. • To promote 'equality' among the students • To inculcate the values of 'generosity' and a 'sense of social responsibility' among the students. The expected outcome is that the students should be able to complete their degrees with good marks. The Practice There are many students coming from the rural areas with low economic back ground. Their parents are unable to provide them a sustained financial support because agriculture, being a gamble with rain in the district is the main source of income for most of the families. The college provides financial assistance in the form of scholarships to the students like Meritorious students scholarships, Ex service men scholarships, Single girl child Scholarship, fee concession etc. These schemes lead to participation of the underprivileged section in gaining access to higher education. Evidence of Success 1. The College has a registered Alumni Association which awarded scholarships to 47 needy students to the tune of Rs.1,87,500/-. 2. Poor Student Aid fund has contribution of Rs. 8,01,000/- from which 195 poor students have benefited. 3. All the faculty members voluntarily donate a fixed amount of their salary for the financial support of the students. 4. 5 percent of the amount payable to Examiners/ Paper Setters etc. is given as contribution to Poor Student Fund. Sunny Oberoi Scholarships are given by a trust named Sarbat Da Bhala to Meritorious students whose parents are deceased. A total of Rs 4,24,560/- scholarships were distributed to 46 students as scholarships. 5. Financial support in the form of fee waiver of Rs 89,664/- has been given to 9 students who had outstanding performance in cultural activities. 6. Likewise, financial aid cum fee waiver of Rs 32,13,346/- has been provided to 153 students who have brought laurels to the college in sports. 7. A total of 29 scholarships worth Rs. 52,400/- have been given to the needy and the meritorious students in the memory of near and dear ones of the present and retired staff of the college. 8. Financial support of Rs. 1,57,547/- in the form of fee concession has also been given to 42 poor and needy students 9. Financial support of Rs.2,77,800/- in the form of fee concession has been provided to 105 meritorious students. 10. Central Sector scheme of scholarship for College University by Govt. of India has granted financial aid of Rs. 3,60,000/- to 36 students. 11. The college also facilitated the Post Metric scholarship schemes for (Minority). A total amount of Rs. 4,36,000/- was disbursed to needy students in this Session. 12. 05 students were granted University Rank holder scholarship of Rs. 1,50,000/-. Similarly 03 girls students have received single girl child scholarship of worth Rs. 60,000/- and 23 students of professional courses received scholarship of worth Rs. 5,75,000/-.

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

<http://www.matagujricollege.org/IOACPageDetails/Best%20Practices>

7.3 – Institutional Distinctiveness

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

The main thrust of our institution is to develop our students as holistic human beings. For this, the college develop spiritual values, high moral standards and scientific spirit of enquiry among the students. The College believes that physical, ethical and idealistic components of education are as significant as intellectual components. With this objective, the college lays stress on blending of theoretical and practical knowledge. We make efforts to transform the young minds into socially committed, compassionate and humane individuals. Mentors pay special attention to this aspect during tutorials. Leading

scholars, sociologists, social workers and alternative-medicine advocates are invited to deliver lecture on life lessons. The college inculcates in students a sense of responsibility towards the underprivileged, zeal to serve the community and a love for secular principles. Students are encouraged to organize Ardaas Diwas(Prayer Day) and Sahaj Path(Normal recital of Gurbani) at the beginning and end of every academic session. They are motivated to volunteer for frontline service during Jor Mel(Religious Congregation) and to undertake community service in the adopted villages. Shaheedi Jor Mel is an annual feature of Fatehgarh Sahib. Lakhs of devotees come to attend this religious congregation held in December every year at Gurudwara Fatehgarh Sahib to commemorate the martyrdom of valorous younger sons of the Tenth Sikh Guru, Guru Gobind Singh. Our students assist District Administration in controlling traffic-flow, arranging parking areas etc. NSS and Red Cross units of the college provide emergency services and also organize Medical Camps, Cancer Awareness Camp. Special community kitchen is set up to serve and feed the visiting devotees. The college is surrounded by many villages which are primarily agrarian. The College has adopted five of these villages to sensitize students about their social responsibilities. The Lab to Land programme of the institution enables the students to connect with the community and contribute towards the betterment of a section of society. This programme facilitates the transfer of technology and knowledge to the farmers. The ATM(Agriculture Technology Management) facilitates the farmers in Mushroom production, Azolla production, Vermi-compost production, Honey production and in the production of Exotic vegetables and Strawberry. Through this transfer of technical know-how and skills, students become instrumental in pushing the rural youth towards self-employment. Free soil and water testing camps are also arranged to sensitise the farmers about the hazards of excessive and reckless use of chemical fertilisers. Various awareness drives and rallies are conducted by the students to spread awareness in these villages about environmental and social issues. The Alumni Association also helps these farmers financially in times of crisis. Besides undertaking plantation drives and organising medical camps, the Association donates sewing machines to empower the rural women and thus lead them to self-sufficiency. On the whole, the Village Adoption Programme elevates the students by giving them a sense of achievement by being socially relevant and by engaging in the inclusion of the marginalised. This entire exercise ensures social justice through equity and access.

Provide the weblink of the institution

<https://www.matagujricollege.org/Overview>

8.Future Plans of Actions for Next Academic Year

- Conducting Faculty Development Program and creating linkages with academic and industrial institutions
- Formation of Competitive Examination Cell
- Promotion of Research and Development
- Development of e content by the faculty
- Introduction of Certificate and Diploma Courses
- To maintain existing Solar Panels in the campus for energy conservation
- Maintaining MOUs with Industry for providing placements and other support to the students and institution
- Fully Automated Library
- Introduce Examination Reforms such as Online filing of Examination Forms, conducting Online Examination, etc.
- To establish Media Center in the campus
- To integrate all modules of MIS and aim at paperless administration