

Govt Post-Graduate College for Women
Sector-14, Panchkula,
Haryana

Annual- Report
Session- 2020-21

Mrs Babita Verma, HES- I
Principal.

ANNUL - REPORT - 2020 - 21

Govt - Postgraduate College for Women was established in July 2007 under the affiliation of Kuvempu University, Kuvempu with a healthy-vision of ever-expanding and ever-widening parameters of Indian Contemporary education. With that goal serving as a beacon, we have devised a holistic teaching philosophy based on integration and innovation with a solid digitalized Platform - the crucial need of the time. The institution imparts both qualitative and quantitative education to the students to shape them into competent and motivated citizens at global-scale. They are introduced to six key values of - Respect, Responsibility, Resilience, Integrity, Care and Harmony and are encouraged to live by these values in their deeds. With the pace and space of time, our institution tries its best to be a role-model paving way to right direction and guidance to make perspective easily intelligible and accessible. Apart from academic-course of study, students are sensitized for environmental, cultural and age-old traditional heritage to contribute to the Society at large.

The architectural - design of the college building has been interwoven with both

modern and traditional magnificence, spread over a vast area of Thirteen Acres, covering sufficient open-space, Playground, Auditorium, Gymnasium Hall, Seminar-Hall, and smart class-Rooms with latest modules and techniques. Various streams namely Humanities, Commerce, B.Sc Medical, Non-medical, B.Sc Home-Science, Bachelors of Computer Application, Business Administration, Economics Honrs, B.Com Honrs, M.com and M.Sc Home Science have been smoothly and successfully running in our college with a constant surge in the strength of the students. With the sincere efforts of regular faculty and Extension-lecturers, our college has been showing an upward trend and subsequently included in the list of 'College of Excellence'. To promote allround growth and multi-faceted development of the students, various committees, clubs, cells, and Subject-societies, in addition to teaching-work, have been formed to impart free-exposure to students for self-confidence, character-building and personality-orientation. A brief description of the activities held during the academic-session 2020-21 has been presented as follows:-

Administration - Overall administration of the entire institution is run smoothly, efficiently and diligently by Mrs Babita Verma, Principal, of the college.

College office - Miscellaneous works related to office are dispensed by a team of non-teaching staff-members namely Mrs Monika, Mrs Deepika, Mrs Sushila Jain, Mr Rakesh, Mr Amit and Mr Karush Verma.

Bursar - All the financial matters like utilization of grants as per rule, checking and clearing of salary-bills etc are managed properly by Mrs Khushika, Associate-Prof in Economics.

Right to Information - Act :- To facilitate the provisions of RTI Act 2005, Smt Kamna, Dept of Botany, sincerely performs the duty of SPIO so that any kind of necessary information may be sought within stipulated time.

University work :- All kind of University related matters and correspondence is supervised and managed by Mr Raj Singh, Dept of Mathematics with a proper and

balanced coordination of Team-members and University clerk Mrs Sushila Nain alongwith Mrs Lalita (LA). The University-Cell also conducts Internal and External examinations under the supervision and direction of University Incharge with due compliance of Instructions and Notifications released by Kurukshetra University, Kurukshetra.

Library :- To instill a habit of self-study and extra knowledge beyond prescription of syllabus, the college has a well-equipped library with its own computers and Printers. Around Eight Thousand books on various subjects including books of Placement Cell, and Women Studies and Empowerment are the most valuable assets of our institution. The library provides a sufficient supply of Newspapers, Magazines, Periodicals, Journals, University publications and Reference books. Under the able guidance of Mrs Babita Verma, the Principal of the college, our library installed the latest version of SOUL 310 in June 2021 with the efforts of Mrs Pooja Nain, Restores. A three-month Training was given to the students of Govt Polytechnic for Women, Sec-10,

Chandigarh (Dept of library information)
Mrs Anita, Data Operator, updates online data related to library records and keeps it upto mark.

Language Lab: The college has established an English Language Lab to impart and enhance Digital Communication Skills with English Teaching Software established by the Department of Higher-Education, Haryana which has a 'LAN Networking'. The lab has 26 computers accommodating 25 students at a time. The sole-purpose of this lab is to create employability - skills and advanced communicative skills. Instructors, Mrs Neha Garg, manages the lab with latest update.

Computers - Lab: To know the fundamentals of Computer Education is the prompt need of Today's Education System which is fulfilled by four fully equipped Computer Labs in which 125 Computers have been managed with LAN Networking and Internet connectivity by the Dept of Computer Science.

Family ID: The task of creating Family ID was initiated by our college on dated 8/3/2021 - a scheme launched by the.

Govt of Haryana. For this purpose, a Nodal officer was appointed to supervise the regions to get the registration done for Parivas Pehchan Pattra. A self-motivated contribution was given by the students of our college in confirming the details of Family ID. Total 205 students belonging to various classes and streams participated and confirmed the required details. This scheme was launched by the Govt of Haryana, the report of which was sent to the Head office by Miss Tyoti, Dept of Economics.

International Yoga Day: our institution with great enthusiasm and gusto, celebrated yoga Day on June 21st, 2021. Before celebrating this event, a two day practice-session was held in our campus following all the required covid-19 measures. Presence of small kids reflected our desire to pass on the inheritance. It was a well-organized and well-participated event and the video-recording of our college was chosen out of 1100 Yoga Centres.

Plantation Drive: on June 30, 2021, our college took initiative for Green Campus Plan on World Environment Day to make it plastic free and Eco-friendly. All teaching and non-

teaching staff of the college planted four hundred fifty saplings of Bougainvillea, fruit plants, flowering plants, medicinal plants and some shady plants in a certain pattern. It was a one-week programme organized by Eco-club and Nature-Interpretation Committee. Mrs Zyoti Sharan, the Chief-Guest of the day inaugurated this 'Plantation Drive' and she was escorted by Mrs Babita Verma, the Principal of our institution.

Women-Studies and Development-Cell: Keeping in view the need of women-empowerment in the present scenario of cut-throat competition, where, there is no scope for gender disparity and discrimination, empowering women is the dire-need of the hour. This task has been taken over by WSDC organized by Mrs Madhu, Dept of Commerce alongwith her committee members and under this cell, various activities were conducted throughout the session. On 28.7.2020 Mehndi Designing and Rakhi Making were organized in which 32 students participated. Under the guidance of Mrs Babita Verma, Principal, an 'Art and Craft Workshop' was conducted on 23.11 and 24.11.2020 by Pidilite expert Mrs Santosh Verma. Free-stroke painting and Best out of Waste were the main themes

of this workshop. Online Extension - lecture on 'Civil services as a Career Option' by Mrs Nanan Sharma was delivered on 26.11.2020 and Mrs Rajmani talked about different schemes of Govt of India, e.g., MSME Loans, Mudra Loans and Jan Aushadhi Kendra. Principal, Mrs Bobita Verma, distributed Sanitary Pads and Booklets of MSME Ministry among the students and motivated them to spread awareness about the use of Sanitary Pads. A five day 'Art of Baking' workshop was organised in association with Home-Science Dept from 18.1.2021 to 23.1.2021 and it was conducted by Mrs Vandana Bakshi in which students were trained to bake cakes with icing, Cookies, Pizza, garlic bread and Kulcha. It was a career-oriented workshop with requisite-skills. A three-day self-grooming workshop from 9.2.2021 to 11.2.2021 was conducted by Mrs Neena Bhatnagar from Herbal Beauty World.

Placement-Cell:- To provide consultancy, Preliminary Training and better jobs and employment opportunities, Placement-Cell of our college organises workshops, Seminars, extension-lectures and various job-

Oriented programmes for the students. An online career-counselling-session on 'Career Options' for B.Sc-Medical students was organized on 19.11.2020 in which detailed information about areas of Higher Studies and Research in the fields of Applied Sciences, Genetic Engineering, Forestry and Forensic Science was supplied and students were made aware of establishing business in the fields of Vermicomposting, Fish Farming, Poultry, Horticulture and organic Farming. The Cell also organized online expert talk on different stages of start up on 23.11.2020 by Mrs Tanushree Chandra - the main highlights of this talk were :- Concept of start up, Funding sources, and step by step stages of start up, quality of product, marketing - skills and challenges of the initial stage.

NCC :- With a mission to turn the young girl-students into disciplined, responsible and accountable citizens, our institution has one unit of NCC with enrollment of 53 cadets. Mrs Sarita Sachdeva, Dept of Commerce, is the Incharge of this unit who motivates all the cadets for basic military training to serve the nation, our cadets participated in Parade Competition on Republic Day at Parade Ground, Sector-5, Panchkula. and also participated in the college during this RD Celebration, on 26.1.2021. Annual-Training

Camp of NCC cadets was organised under the aegis of I HR Girls Bn, NCC, Ambala Cantt at Govt PG Collage for Dalmen, Sec 14, Panchkula from 8.2.2021 to 10.2.2021 for B Certificate exam. and C Certificate exam. The cadets of our college underwent Map-Reading, field craft, battle craft, personality development, weapon-training, drill, guard-mounting, and salute training in the camp. On 13.4.2021 NCC cadets participated in events organized by I HR Girls BN Ambala Cantt at Shaheed Udham Singh Chowk, Sec-4 Pkt. to pay tribute to martyrs of Jalliwala Bagh Massacre of 1919. On the occasion of World Environment Day, the cadets planted saplings at their places and made posters on how to save the environment. Fifteen NCC cadets participated in webinars on 18.6.2021 on 'Be With Yoga, Be at Home' organized by I HR Bn, Ambala Cantt. and also participated in International Yoga Day on 21.6.2021.

Motivational Team:- A motivational team comprising several members of teaching faculty belonging to the streams of - Arts, Commerce and Science, was constituted on December 16, 2020 to initiate admission campaign with a mission to achieve the target of maximum numbers of enrollment in the various streams and courses. This team organized special programmes with 10+2 students of

nearby schools both Govt and Private institutions in the month of February 2021 and August 2021 during the time of admissions. The team interacted with the school authorities on rotation basis and got a positive response from the sides of both the teachers and the taughts. Total ten team-members participated in this drive and contributed to the assigned task in the betterment of the institution. Total sixteen schools were facilitated time to time by this campaign and became aware of the mission and vision of our college. Extension lectures were also delivered by the team members to the girl students of different schools.

Value-added-Courses :- To our institution, five Value-added courses namely 'Gender Studies' in the subject of English, 'Green Chemistry' in Chemistry, 'Practical Taxation' in the subject of Commerce, 'Tally and GST in Commerce and Database Administration in the subject of Computer Science were provided in December 2020 by the Principal Secretary to Govt, Higher Education Dept, Chandigarh and IT Cell, DHE, Shiksha Sadan, Panchkula, Haryana. All these courses were implemented and

started in our college and students from all the mentioned subjects were enrolled to achieve this target,

Community Participation :- To render community services and well-being of the society in general, our college has two units of NSS - Unit-I and Unit-II. Miss Lakshya Tanwar and Mrs Dimple Dhoke are the incharges of these units respectively. NSS volunteers organized a free test of Covid-19 for all the teaching, non-teaching employees and the students of the college. During the hard-times of this pandemic, they visited to oldage-homes and orphanages on rotational basis and took care of them by providing basic-help to them whenever and wherever required. At the time of need, they became their support-system and rendered emotional and psychological-support also. NCC cadets of our college-unit also contributed to this self-motivated community service - a 'free for all Campaign' and promoted life-sustaining values without which a healthy society cannot survive.

Principal
28/8/2021

Principal