

**GURU NANAK KHALSA COLLEGE FOR WOMEN
GUJARKHAN CAMPUS, MODEL TOWN, LUDHIANA**



SUPPORTING DOCUMENT

Session 2024-25

**6.3.5 Institutions Performance Appraisal system for
Teaching and Non - Teaching staff**

Dr. Maneeta Kahlon
Principal

Dr. MANEETA KAHLON
Principal
G.N.Kh. College for Women
Gujarkhan Campus, Model Town
Ludhiana

The College has an Annual Self Appraisal report (ASAR) as per 7th pay UGC regulation 18th July, 2018 for the teaching staff.

The performance of each employee is assessed annually to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

Following are the features of the performance appraisal system:

Teaching Staff:

1. The performance of each faculty member is assessed according to the Annual Self- Assessment for the Performance Based Appraisal System (PBAS).
2. Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.
3. The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.
4. The faculty members are informed well in advance of their due promotion.
5. The PBAS proforma filled by the Faculty Member is checked and verified by IQAC Co-coordinator and Principal.
6. Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

Career Advancement during the year

As per the guidelines issued by the Panjab University, Chandigarh for the promotion of teachers under the Career Advancement Scheme (CAS) of University Grants Commission as per UGC Regulations 2018, 10 teachers of the college were promoted. The screening process was conducted by the Internal Quality Assurance Cell (IQAC) under the leadership and guidance of the college Madam Principal Dr. Maneeta Kahlon. The members of the screening committee included, Dr. Kuldeep Kaur, IQAC Coordinator, Dr. Anupam Vatsyayan, IQAC Coordinator, Ms. Daisy Wadhwa, member of IQAC, Mr. Surinder Pal Singh Anand and Mr. Suresh Kumar, non-teaching members from the Administrative Department.

The screening committee presented promotion cases and their report to the General Secretary of the College Governing body, Er. Gurbinder Singh. After the final review by the General Secretary, the cases for the promotion were approved.



Guru Nanak Khalsa College for Women

Gujarkhan Campus, Model Town,

LUDHIANA-141 002.

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Ref. No. Office order file

Dated 8/9/2023

OFFICE ORDER

DATED 6/9/2023.

The following will constitute screening committee for Salary Step-up Cases of Management Paid Teaching Staff:-

1. Dr. Kuldeep Kaur
2. Dr. Anupam Vatsyayan
3. Ms. Daisy Wadhwa

Coordinator

Member

Member

Kuldeep Kaur
Anupam Vatsyayan
Daisy Wadhwa

They will submit their assessment/ report to the undersigned for further discussion with Er. Gurvinder Singh General Secretary College Management.

Maneeta Kahlon
Dr. MANEETA KAHLON
Principal
G.N.Kh. College for Women
Gujarkhan Campus, Model Town,
Ludhiana.

- Each Staff Member will bring their original documents on the day of their presentation to the committee.

Non-Teaching Staff:

All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal.

The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

Following measures are taken for the Performance Appraisal of teaching and non-teaching staff in the institution:

- CAS Promotion criteria as per Panjab University, Chandigarh 2018
- Self assessment proforma for college lecturers
- Self assessment proforma for non- teaching staff
- Conferences/ workshops and membership of professional bodies
- Faculty development Programmes (FDP), Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.
- National Assessment and Accreditation Council (NAAC) - Student Satisfaction Survey
- Suggestion/Complaint Boxes

LINK: PROFORMA FOR CAS

<https://forms.puchd.ac.in/forms/20200122155429-directrecruitmentassistantprofessorapplicationformasperugcregulation2018.pdf>

**Institution Performance Appraisal System: Sample of
Assessment Performa of Teaching Staff**

SELF ASSESSMENT PROFORMA FOR COLLEGE LECTURERS

(To be filled in every year towards the close of academic session)

Year of Assessment _____

I Basic Information

i) Name of the College : **Guru Nanak Khalsa College for Women, Gujarkhan
Campus, Gujarkhan Road, Model Town, Ludhiana**

ii) Region in which situated/urban/rural : Urban

iii) Name of the university to which it is affiliated: Panjab University, Chandigarh.

iv) Name of the Lecturer : _____

v) Qualification of the Lecturer: _____

vi) Subject & Faculty : _____

vii) Designation : _____

viii) Date of Birth : _____

ix) Date of Joining of the College: _____

x) Teaching Experience at the College Level: Year _____ Month _____

2. Course Taught and Work Load Number of Hours per week:

Lectures	Tutorials /Perceptorials	Practicals	Titles of Courses taught

i) Undergraduate

ii) Postgraduate

3. Teaching Methods applied:

(Name and describe new teaching methods used if any)(Besides lecture method) i.e.

- i) Distributing lecture, synopsis and bibliography _____
- ii) Encouraging question in class _____
- iii) Announcing topics for discussion in advance _____
- iv) Holding seminars _____
- v) Use of audio visual aids _____

4. Contribution to COSIP & DOHSSIP SCHEME, if it exists in the college or through U.B.P. _____

- 5. i) Teaching Methods _____
- ii) Evaluation Techniques _____
- iii) Courses development etc. _____

6. Academic and Professional Growth: (During the year)

- i) Research qualification acquired:-
- ii) Research Projects undertaken:-
- iii) Research papers published indicating Titles and names of journals in which published: - _____
- iv) Guidance rendered to Research Scholars : _____
- v) Participation in seminars workshops and conference during the year.
- vi) Participation in orientation Programme Refresher courses etc. _____
- vii) Any other type of training _____

7. Participation in Extra – curricular activity

- a. Extracurricular activities Debates, Cultural activities counseling to Students, Planning forum, NSS, NCC, Scouting etc.
- b. Service to community Adult-Education.
Extension service etc.

8. Help in college administration by membership of various committees such as Discipline Committee Admission Committees, Students Welfare Committee etc. _____

9. Allotted any other examination work such as conduct/evaluation by the

University / Board.

10. Any other information about this contribution (Not conveyed above) relevant to proper assessment of activities.

Evaluation of the senior most lecturer of the Deptt. or head of the Deptt. / Principal.

Item	Factual Verification	Evaluation
	Correct Exaggerated	Excellent very good Good Average Poor.

1.

2.

3.

4.

5.

6.

7.

8

9.

10. General observation

Signature of the head Deptt.

Incharge of the Deptt. _____

Observation of the Principal

Signature of the Principal

Institution Performance Appraisal System: Sample of Assessment Performa of Non-Teaching Staff

Performance Appraisal Form for Non-Teaching Staff 2024-2025

1. Name of the Faculty :
2. Position Title :
3. Date of Entry into Service :
4. No. of Years in Service :
5. Date of Retirement :
6. Qualification :
7. Details of Current Responsibilities :

PROFESSIONAL COMPETENCE

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Knowledge of rules, regulation and procedure					
2	Ability to organize work and carry it out					
3	Ability and willingness to take up additional load in times of exigencies					
4	Creativity and innovation					
5	Ability to learn and perform new duties					
6	Do you possess good knowledge (theory, hands on) for all aspects of the job to perform your job functions Satisfactorily?					

I. PERFORMANCE

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Awareness of policies and procedures of the institution?					
2	Maintenance of Files/Records					
3	Accuracy & Speed of work					
4	Neatness & tidiness of work					
5	Completion of work on schedule					
6	Diligence and sense of responsibility					

II. PERSONAL CHARACTERISTICS

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Attendance					
2	Punctuality					
3	Discipline					
4	Integrity and behaviour					

III. ATTITUDE TOWARDS CO-WORKERS

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Cooperation with your colleagues?					
2	Mutual motivation with your colleagues?					

IV.ATTITUDE TOWARDS PUBLIC

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Cooperation to the needs of the public(Parents, Business Associates, Vendors, Well Wishers of the College)?					
3	Rapport with the public whenyou interact with them?					

V. STAFF/STUDENT RELATIONS

Sl. No.		Excellent	Good	Satisfactory	Average	Poor
1	Ability to engage, motivate, supervise, and effectively work in the interest of students?					
3	Responsibility towards your tasks/ areas of managementassigned to?					

Declaration

I hereby declare that the information provided is true to the best of my knowledge.

Place:-

Date:-

Name and Signature of the non-teaching staff

Countersigned by the Head of the Institution

FACULTY ACHIEVEMENT SUPPORTED BY INSTITUTION



Guru Nanak Khalsa College for Women

Gujarkhan Campus, Model Town,

LUDHIANA-141 002.

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Dated 29 MAY 2025

Ref. No. _____

To

The Branch Manager
Indian Bank
Model Town, Ludhiana

Subject: Transfer of Funds

Dear Sir

This is to inform you that the following teachers have appeared for NPTEL / Swayam Online certification under NAAC Criteria 6.3.2 (Number of teachers provided with financial support to attend conferences/workshops and toward membership fee of professional bodies during the year) in the year 2024-25.

Kindly debit a sum of Rs. 4,500/- (Rs. Four Thousand & Five Hundred Only) to our SB A/c No. 463430129 (GNW-Student Fund A/c) and transfer this amount through RTGS/NEFT to the following accounts :

Sr. No.	Name of the Teacher	Name of the course	Amount	Agency	Account No. and IFSC Code
1.	Mrs. Shikha Kalra	Interior Design	Rs. 1000/-	NPTEL	6381785310 7 IDIB000M149
2.	Dr. Shikha Bajaj	Basics of Apparel Industry and Entrepreneurship	Rs. 750/-	Swayam	6240026453/ IDIB000M149
3.	Mrs. Sukhjot Kaur	Introduction to Modern Indian Political Thought	Rs. 1000/-	NPTEL	6715802171/ IDIB000M149
4.	Mrs. Gagneet Pal Kaur	The Novel and Change	Rs. 1000/-	NPTEL	6054475526/ IDIB000M149
5.	Dr. Kirti Dhawan	Photojournalism	Rs. 750/-	Swayam	972860062/ IDIB000M149
		Total	Rs. 4500/-		

Yours Sincerely

Maneeta

Dr. Maneeta Kahlon
Principal



Proofs of Financial Support to Teaching Faculty

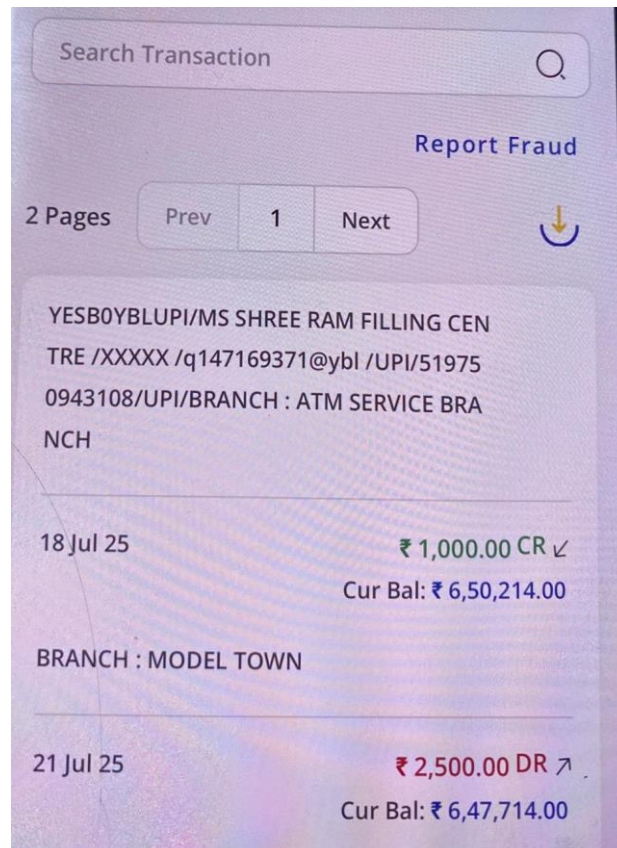
Payment credited in the account of Mrs. Shikha Kalra

15 Jul 2025	TRANSFER TO 95548011649 FIN INDIAN CLEARING IDIB6000000011722549/BR ANCH: SERVICE BRANCH (CHENNAI)	INR 1,000.00	-	INR 175,486.19
16 Jul 2025	YESB0YBLUPI/Indian Oil Petrol Pump Sukhma /XXXXX iq24344798@ybl /UPI/519744607911/UPI/BR ANCH: ATM SERVICE BRANCH	INR 1,000.00	-	INR 175,486.19
18 Jul 2025	BRANCH: MODEL TOWN	-	INR 1,000.00	INR 176,486.19
19 Jul 2025	HDFC0MERUPI/GOOD KITCHEN GALLERY/XXXXX /vyapar.173204485975@hdf cbank /UPI/556659708981/UPI/	INR 3,300.00	-	INR 173,186.19

Payment credited in the account of Dr. Shikha Bajaj

18 Jul 2025	PUNB0125110/PRITPAL SINGH /XXXXX54744/pritpals279@ okhdfcbank /UPI/108296293787/UPI/BR ANCH: ATM SERVICE BRANCH	-	INR 210.00	INR 1,163,649.09
18 Jul 2025	TRANSFER FROM 97167000125 NEFT/HDFC/HDFCN52025 071862236507/THE I K G //BRANCH: MUMBAI FORT	-	INR 1,035.00	INR 1,164,684.09
18 Jul 2025	BRANCH: MODEL TOWN	-	INR 750.00	INR 1,165,434.09

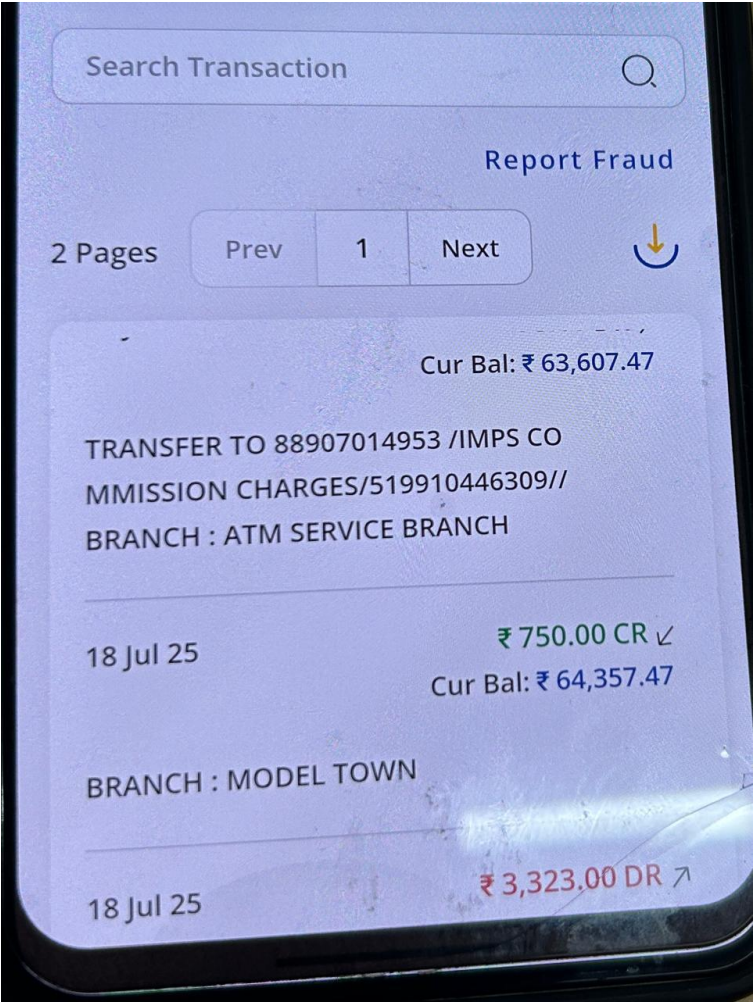
Payment credited in the account of Mrs. Sukhjit Kaur



Payment credited in the account of Mrs. Gagneet Pal Kaur

Date	Particulars	Withdrawals	Deposits	Balance
18 Jul 2025	HDFC0MERUPI/ZOMATO/XXXXX 56987/payzomato@hdfcbank /UPI/101005425758/Collect Transaction	₹ 399.43 DR	-	59850.610 CR
18 Jul 2025	CREDIT	-	₹ 1,000.00 CR	60250.040 CR
18 Jul 2025	ICIC0000004/Metro LMM /XXXXX /ibkpos.ep107554@icici/UPI/28 8429885756/Sent using Paytm UPI	₹ 2,450.00 DR	-	59250.040 CR

Payment credited in the account of Dr Kirti Dhawan



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

Sr. No .	Name of Teacher who attended	Title of the Program	Mode (offline/Online)	Duration (from – to) (DD-MM-YYYY)
1	Mrs. Maninder Kaur	One day online National level FDP on “Green, Energy and Environment Audit in HEI’s” organized by IOT Academy, Coimbatore, Tamil Nadu, India.	Online	26-09-2024
		One day National level FDP on “Indian knowledge system” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	22-11-2024
		AI Tools for Teaching and Research” organized by IOT Academy Coimbatore Tamil Nadu	Online	23-01-2025
		One day National Level FDP on “NAAC New Reforms 2024 - Binary Accreditation System “Organised by IOT Academy Coimbatore Tamil Nadu.	Online	22-02-2025
2	Mrs. Manmeet Kaur	One day online National level FDP on “Green, Energy and Environment Audit in HEI’s” organized by IOT Academy, Coimbatore, Tamil Nadu, India.	Online	26-09-2024
		One day National level FDP on “Indian knowledge system” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	22-11-2024

		AI Tools for Teaching and Research” organized by IOT Academy Coimbatore Tamil Nadu	Online	23-01-2025
		one day National Level FDP on “NAAC New Reforms 2024 - Binary Accreditation System “Organised by IOT Academy Coimbatore Tamil Nadu.	Online	22-02-2025
3	Dr. Kuldeep Kaur	One day online National level FDP on “Green, Energy and Environment Audit in HEI’s” organized by IOT Academy, Coimbatore, Tamil Nadu, India.	Online	26-09-2024
		2 Day Online Faculty Development Program on ‘AI in Teaching & Research’ organized by Sasmira’s Business School on 27th and 28th March, 2025.	Online	27-03-2025 to 28-03-2025
4	Mrs.Seema Dua	One day National FDP on “Advanced Teaching Methods in HEIs” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	29-11-2024
		One day National level Faculty Development Program on “Research Methodology” organized by IOT Academy, Coimbatore, Tamil Nadu, India.	Online	31-12-2024
		“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025

		One day National Level FDP on “NAAC New Reforms 2024 - Binary Accreditation System “Organised by IOT Academy Coimbatore Tamil Nadu.	Online	22-02-2025
		One Day Faculty Development Program on “Advanced ICT Tools for Teaching and Learning”organized by IOT Academy, Coimbatore, Tamil Nadu, India	Online	16-05-2025
5	Dr. Parveen Arora	NEP 2020 Orientation & Sensitization Programme under Malaviya Mission Teacher Training Programme (MM-TTP) of University Grants Commission (UGC) Organized by UGC-MMTTC, Maulana Azad National Urdu University, Hyderabad.	Online	07-10-2025 to 16-10-2024
6	Dr. Neetu Prakash	One day workshop as NSS program officer at Panjab University, Chandigarh. This event was jointly organized by NSS Panjab University and Punjab State Council for Science and Technology and supported by Ministry of Environment, Forest and Climate Change, Govt. of India.	Online	06-11-2024
		One day National level FDP on “Indian knowledge system” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	22-11-2024
		One Day workshop on "Understanding and Achieving zero emission by reducing Carbon Footprint " organised by DST centre for Policy	Online	18-02 -2025

		and Research at Panjab University, Chandigarh		
7	Dr. Punpreet Kaur	The SWAYAM Online Course “Introduction to Intellectual Property” with a consolidated score of 85.4 % in the Proctored Examination held during May 2024.	Online	29-01-2024 to 30-04-2024
8	Dr. Nidhi	7-Day National Level FDP on “Personality Development for Teachers” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	09-09-2024 to 17-09-2024
		One day National level FDP on “Indian knowledge system” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	22-11-2024
		One Day Faculty Development Program on “New Age Learning and Development” organized by the Bachelor of Management Studies (B.M.S) department under the aegis of I.Q.A.C.	Online	09-12-2024
9	Mrs. Rajwinder Kaur	Two Days National Level Faculty Development Program on Advanced Teaching and Learning in HEI's organised by IOT Academy, Coimbatore, Tamilnadu India.	Online	19-07-2024 to 20-07-2024
		One day National level Faculty Development Program on Writing Powerful Ph.D Thesis Technique organized by IOT Academy Coimbatore, Tamil Nadu, India held on November 05, 2024.	Online	05-11-2024

		Two-day National Level Workshop on “Writing Ph.D. Thesis” organized by IOT Academy Coimbatore, Tamil Nadu India on May 08-09, 2025.	Online	08-05-2025 to 09-05-2025
10	Dr. Madhu Dhawan	7-Day National Level FDP on “Personality Development for Teachers” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	09-09-2024 to 17-09-2024
		Workshop on "Understanding and Achieving zero emission by reducing Carbon Footprint " organised by DST centre for Policy and Research at Panjab University, Chandigarh .	Online	18-02 -2025
11	Mrs. Harpreet Kaur (Fine Arts Deptt)	Seven Days National level Faculty Development Program on “Personality development for teachers” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	10-06-2024 to 17-06-2024
		One Day Online National Level Faculty Development Program on “AI enabled teaching and learning in HEI’s” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	19-06 -2024
		Ten Days National Level Faculty Refresher Program on ”Teaching and Learning in HEI’s” organised by Innovation Online Training Academy (IOTA), Coimbatore, Tamil Nadu.	Online	03-02-2025 to 14-02-2025
12	Dr. Kirti Dhawan	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya	Online	03-01-2025 to 11-01-2025

		Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.		
		5 Credit Course “Photojournalism” with a consolidated score of 91% offered by Dr. Radhika Khanna of Pondicherry University on Swayam Online Platform.	Online	15-07-2024 to 31-10-2024
13	Dr. Anupam Vatsyayan	One week Online National level Faculty Development Program on “Blue Studies as a Proliferating Literary Genre” organized by Gokul Global University, Siddhpur, Gujarat in collaboration with Nucleus of Learning and Development (NLD)	Online	01-06-2024 to 07-06-2024
		One week Online National level Faculty Development Program on “A New Perspective of Teaching English Globally” organized by Gokul Global University, Siddhpur, Gujarat in collaboration with Nucleus of Learning and Development (NLD) .	Online	27-05-2024 to 02-06-2024
14	Ms. Daisy Wadhwa	5-Day Faculty Development Program on “MATLAB for Image Analysis and Pattern Recognition: From Fundamentals to Advanced Applications” supported by MeitY, Government of India, conducted by Electronics and ICT Academy, C-DAC, Mohali.	Online	02-09-2024 to 06-09-2024

		2-week Faculty Development Program on Deep Learning Applications organized by Electronics and ICT Academy, IIT Roorkee.	Online	16-09-2024 to 27-09-2024
		Online course on Advanced Learning Algorithms in March 2025. This course is authorized by DeepLearning.AI and Stanford University and offered through Coursera	Online	01-03-2025
		Completed an online course on 'Canva Essentials'. The course was offered by the Canva Design School.	Online	30-10-2024
		One-day National Level workshop on “Introduction to Latex: A Powerful Tools for Scientific Writing” organized by A.C.T. Academy, Kerala.	Online	04-03-2025
		Online course on Generative AI for Educators in May 2025. The course is offered by Google in collaboration with MIT RAISE initiative (Responsible AI for Social Empowerment and Education)	Online	30-05-2025
15	Dr. Shikha Bajaj	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		16-week Multidisciplinary course “Basics of Apparel industry and Entrepreneurship,” offered on Swayam	Online	01-01-2025 to 30-04-2025

		NPTEL portal.		
16	Mrs. Gagneet Pal Kaur	Completed NPTEL Online Certification Course on the topic “The Novel and Change” held from Swayam.	Online	20-01-2025 to 11-04-2025
17	Mrs. Satwant Kaur	Seven-day National Level Faculty Development Programme on “Innovations in Teaching and Learning” organized by IOT Academy (Innovation Online Training Academy, IOTA), Coimbatore, Tamil Nadu.	Online	17-03-2025 to 25-03-2025
		Seven day Faculty Development Programme on Cyber Security organized by the Department of MBA and Research Centre, Sapthagiri NPS University, Bangalore, MCA Department, Indira College of Engineering & Management, Prandwadi Pune, Annasaheb Dange College of Engineering & Technology. Ashta, Maharashtra, Nist University, Odisha in Collaboration with Excell Edtech Pvt. Ltd.	Online	14-02-2025 to 20-02-2025
		Five-day Faculty Development Program on “AI Agents” organized by The Commissionerate of Collegiate Education (CCE), Government of Andhra Pradesh with ExcelR Edtech Pvt. Ltd.	Online	12-05-2025 to 16-05-2025
18	Mrs. Shikha Kakra	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC,	Online	03-01-2025 to 11-01-2025

		organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.		
		3-Day Training Program on Disaster Management in Basic Training for Police and Civil Employees organized by Mahatma Gandhi State Institute of Public Administration, Govt. of Punjab (MGSIPA) Sec 26, Chandigarh from January 15-17, 2025.	Online	15-01-2025 to 17-01-2025
19	Lt. Sukhjot Kaur	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		Six days online Short term course on Fundamental Duties and Human Rights with A+ grade conducted by UGC, Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	06-02-2025 to 12-02-2025
		5 credit course on “Political Processes and Institutions in Comparative Perspective” conducted by Dr. Aijaz Ashraf Wani of University of Kashmir on NPTEL - Swayam platform, with a score of 84 per cent.	Online	01-07-2024 to 31-10-2024

		12-week NPTEL MOOC on “Introduction to Modern Indian Political Thought” with an aggregate score of 90%. This course was conducted by Indian Institute of Technology, Guwahati.	Online	26-01-2025 to 26-04-2025
20	Ms. Kritika Gupta	One day National level Faculty Development Program on Writing Powerful Ph.D Thesis Technique organized by IOT Academy Coimbatore, Tamil Nadu, India.	Online	05-11-2024
		Seven Day National Level Faculty Development Program on “The Art of Research” organized by Innovation Online Training Academy (IOTA), Coimbatore, Tamil Nadu.	Online	06-01-2025 to 13-01-2025
21	Mrs. Kavita Kuplish	One day National FDP on “Advanced Teaching Methods in HEIs” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	29-11-2024
22	Mrs. Upinder kaur	5 day workshop on “English Speaking and Communication Skills Development Programme” organized by IDQ VALUE ADDER (Total Training Solutions).	Online	23-06-2024 to 27-06-2024
		One week online Faculty Development Program on “Transformative Pathways: AI and Emerging Trends in Teaching and Research” organized by School of Management Avantika University in association with Research Foundation of India and RFI-CARE.	Online	24-06-2024 to 30-06-2024

	One week National Level Faculty Development Programme on “Dynamics of Literature Teaching: A Gateway to the Development of 21st Century Skills” organized by Gokul Global University, Siddhpur, Gujarat, in collaboration with Nucleus of Learning and Development.	Online	11-06-2024 to 17-06-2024
	One week online National Level Faculty Development Programme on "Discovering Linguistic Science: Exploring The Scientific Dimensions of Language Studies" organized by Gokul Global Universities, Sidhpur, Gujarat in collaboration with Nucleus of Learning and Development (NLD).	Online	01-07-2024 to 06-07-2024
	One week online National Level Faculty Development Program (FDP) on “Contemporary Literary Theory and Criticism” organized by ARKA Jain University, Jharkhand, in collaboration with nucleus of learning and development from January 20- 25, 2025.	Online	20-01-2025 to 25-01-2025
	One week online National Level Faculty Development Program on "Technology Integration in the English Language Classroom" organized by Bal-Bharti's Maghanmal J. Pancholia College of Commerce in collaboration with Nucleus of Learning and Development.	Online	27-01-2025 to 25-02-2025

23	Ms. Ramneek Kaur	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		One week online National Level Faculty Development Program on "Technology Integration in the English Language Classroom" organized by Bal-Bharti's Maghanmal J. Pancholia College of Commerce in collaboration with Nucleus of Learning and Development from January 27th to February 1st, 2025.	Online	27-01-2025 to 01-02-2025
		Online National Level Faculty Development Program on "Critical Posthumanist Studies in Literature" organized by Faculty of Arts, Humanities & Social Science, Gokul Global University, Siddhpur, Gujarat in collaboration with Nucleus of Learning and Development from February 6 to 16th, 2025.	Online	06-02-2025 to 16-02-2025
		Online International Workshop on "Advanced AI Tools for Research and Publications" from 17-02-2025 to 19-02-2025 at Research and Publication Division, Scholars Gate - Research Training Institute, Tamil Nadu, India	Online	17-02-2025 to 19-02-2025

24	Ms. Komalpreet Kaur	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		Ten Days National Level Faculty Refresher Program on “Teaching and Learning in HEI’s” organised by Innovation Online Training Academy (IOT), Coimbatore, Tamil Nadu.	Online	03-01-2025 to 14-01-2025
		One week online National Level Faculty Development Program on "Technology Integration in the English Language Classroom" organized by Bal-Bharti's Maghanmal J. Pancholia College of Commerce in collaboration with Nucleus of Learning and Development.	Online	27-01-2025 to 01-02-2025
		Workshop on "Three practical translanguaging strategies for the multilingual classroom" organized by the British Council.	Online	12-02-2025
		Online National Level Faculty Development Program on "Critical Posthumanist Studies in Literature" organized by Faculty of Arts, Humanities & Social Science, Gokul Global University, Siddhpur, Gujarat in collaboration with Nucleus of Learning and Development.	Online	06-02-2025 to 16-02-2025

		One week online National Level Faculty Development Program on “Narratives of Precarity, Displacement, and Trauma: Literary and Cultural Explorations” organized by ARKA Jain University, Jharkhand in collaboration with Nucleus of Learning and Development.	Online	24-02-2025 to 01-03-2025
25	Ms. Rachna Kanojia	10 week SWAYAM Online Course ‘Hindi Bhasha Aur Sampreshan’ with consolidated score of 75%.	Online	08-01-2025 to 31-03-2025
		Two days’ workshop on ‘Essential AI tools for Teachers, Students and Researchers’ organized by Department of Research and Publication, A2Z Edu Learning Hub.	Online	08-07-2024 to 09-07-2024
26	Ms. Shalini M(I)	One Day National Level FDP on "AI Tools for Research in HEI's" held on December 14, 2024 organised by Innovation Online Training Academy (IOTA),Coimbatore,Tamil Nadu.	Online	14-12-2024
		“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
27	Mrs. Balwinder Kaur	Three day international level online workshop cum hands on training titles on ‘The essential AI-Powered tools on Researchers’ conducted by FDP Division A.C.T Academy, Kerala Unit	Online	11-07-2024 to 13-07-2024

		Prof. R. Dhivya, Bangalore, Karnataka served as Resource Person.		
		Seven Day National Level Faculty Development Program on “The Art of Research” organized by Innovation Online Training Academy (IOTA), Coimbatore, Tamil Nadu.	Online	06-01-2025 to 13-01-2025
		“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
28	Ms. Amarpreet Kaur	3-Day Training Program on Disaster Management in Basic Training for Police and Civil Employees organized by Mahatma Gandhi State Institute of Public Administration, Govt. of Punjab (MGSIPA) Sec 26, Chandigarh.	Online	15-01-2025 to 17-01-2025
		12-week Course “Early Childhood Care and Education” offered on Swayam NPTEL portal.	Online	01-01-2025 to 30-04-2025
29	Ms. Asha	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025

		Certification program "Cyber Security for Business" offered by the ISO-certified and MSME Registered platform 'The Digital Adda' on February 18, 2025.	Online	18-02-2025
30	Ms. Yukti Khurana	4-week online Swayam course 'Professional Ethics for Higher Education Teachers', conducted by National Testing Agency (NTA) through MOOCs mode, during April-May 2024, with a score of 92 percent.	Online	15-01-2024 to 30-04-2024
		"NEP-2020 Orientation and Sensitization Programme" under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		16-week Multidisciplinary course "Basics of Apparel industry and Entrepreneurship," offered on Swayam NPTEL portal.	Online	01-01-2025 to 30-04-2025
31	Ms. Chakshu Khanna	SWAYAM Online Course "Digital Marketing" with a consolidated score of 92% in the Proctored Examination.	Online	15-01-2024 to 30-04-2024
		One day National Level FDP on the topic ICT Tools for Advanced teaching and learning by IOT Academy.	Online	25-06-2024
32	Mrs. Baljeet Kaur	One day National workshop on Income Tax Return E-Filing organized by Udaan Educational Services	Online	08-06-2024

		(Registered with MSME).		
		2 days National workshop on Digital Marketing organized by Udaan Educational Services (Registered with MSME).	Online	14-06-2024 to 15-06-2024
		One week online National workshop on ICT Tools for Teaching Learning Process organized by Udaan Educational Services (Registered with MSME).	Online	25-11-2024 to 29-11-2024
33	Ms. Blossom Singla	SWAYAM Online Course “Digital Marketing” with a consolidated score of 94% in the Proctored Examination.	Online	15-01-2024 to 30-04-2024
		“Getting Started with Microsoft Excel”- an online non-credit course offered through Coursera.	Online	16-03-2025
		Completed “Use Canva to Design Digital Course Collateral” - an online non-credit course offered through Coursera.	Online	10-05-2025
34	Ms. Divya Purohit	One Day National Level FDP on “NAAC New Reforms 2024 – Binary Accreditation System” organised by IOT Academy Coimbatore, Tamil Nadu	Online	22-02-2025
35	Ms. Harpreet Kaur (Depatt. Of Computer Science)	5 Days Live Faculty Development Program in Application of AI-ML in Emerging Fields organized by Guru Tegh Bahadur 4th Centenary Engineering College under the aegis of D.S.G.M.C.	Online	29-07-2024 to 02-08-2024

		5-Day Faculty Development Program on “MATLAB for Image Analysis and Pattern Recognition: From Fundamentals to Advanced Applications” supported by MeitY, Government of India, conducted by Electronics and ICT Academy, C-DAC, Mohali.	Online	02-09-2024 to 06-09-2024
		Completed live workshop on “Generative AI Tools” conducted by Mr. Hardik Raja Microsoft certified expert co-founder skill Nation held on May 15, 2025.	Online	15-05-2025
36	Ms. Minika Bawa	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		"Create your E-commerce store with Shopify"- an online non-credit project authorised by Coursera Project Network and offered through Coursera.	Online	02-01-2025
		"Business Analysis and Process Management"- an online non- credit project authorised by Coursera Project Network and offered through Coursera.	Online	17-01-2025
		Build a free website with WordPress- an online non- credit project authorised by Coursera Project Network and offered through Coursera	Online	14-02-2025

		Search Engine Optimisation(SEO) with Squarespace- an online non- credit project authorised by Coursera Project Network and offered through Coursera	Online	14-02-2025
		“Foundations of Digital Marketing and E-Commerce”- an online non-credit course authorized by Google and offered through Coursera with 96.36%	Online	25-03-2025
37	Ms. Manmeet Kaur Madhok	One day National FDP on “Advanced Teaching Methods in HEIs” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	29-11-2024
		One day National Level FDP on "ICT Tools for Teaching and Learning in HEI's" held on December 06, 2024 organized by IOT Academy , Coimbatore, Tamil Nadu.	Online	06-12-2024
		NEP-2020 Orientation & Sensitization Programme' under Malaviya Mission Training Programme (MM-TTP) of UGC organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar	Online	14-02-2025 to 22-02-2025
		One day National Level FDP on "Writing Effective Ph.D. Thesis" organized by IOT Academy , Coimbatore, Tamil Nadu.	Online	14-02-2025
38	Dr. Ravneet Kaur	Six day online international FDP on “Smart Manufacturing and Industry 4.0: The Future of Production” organized by Asian Business School, Noida.	Online	21-10-2024 to 26-10-2024

		One day National level FDP on “Indian knowledge system” organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	22-11-2024
		Online course Digital Competition in Financial Services (Grade - 97.80%) from Copenhagen Business School offered through Coursera on January 18, 2025.	Online	18-01-2025
		NEP-2020 Orientation & Sensitization Programme' under Malaviya Mission Training Programme (MM-TTP) of UGC organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar	Online	14-02-2025 to 22-02-2025
		Online course “Leading with Digital Strategy” (Grade - 97%) from IIM Ahmedabad offered through Coursera.	Online	13-05-2025
39	Mrs. Jaspreet Kaur	National Level Workshop titled 'AI tools for Teaching Learning Process' conducted by FDP Division A.C.T Academy, Kerala unit.	Online	10-06-2024
		Workshop on Gurmat Sangeet and was presented an Appreciation award by GGSSC Model town extension	Offline	06-08-2024
		NEP-2020 Orientation & Sensitization Programme' under Malaviya Mission Training Programme (MM-TTP) of UGC organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar	Online	14-02-2025 to 22-02-2025

		2 Credit course on Appriciating Hindustani Music" conducted by Prof. Lakshmi Sreeram, Associate Professor at Ahemdabad University on NPTEL Swayam platform with score of 78%	Online	20-01-2025 to 14-03-2025
40	Ms. Neha Dawar	Three day international level workshop cum Hands- on training titled on " The essential AI- Powered tools on Researchers" conducted by FDP Divisions, A.C.T Academy, Kerala & Tamil Nadu unit.	Online	11-07-2024 to 13-07-2024
		10 Days National Level Online Workshop “SPSS: Research method and data analysis” organized by A.C.T Academy, Kerala unit held from July 23, 2024 to August 1, 2024.	Online	23-07-2024 to 01-08-2024
		Seven Day National Level Faculty Development Program on “The Art of Research” organized by Innovation Online Training Academy (IOTA), Coimbatore, Tamil Nadu.	Online	06-01-2025 to 13-01-2025
		One Day Faculty Development Program on “Teaching Pedagogies with Reference to NEP 2020” Organized by IOT Academy, Coimbatore, Tamil nadu, India	Online	28-02-2025
41	Dr. Anu Gupta	SWAYAM Online Course “Digital Marketing” with a consolidated score of 85% in the Proctored Examination	Online	15-01-2024 to 30-04-2024

42	Mrs. Ashmeet Kaur	5-Day Faculty Development Program on “MATLAB for Image Analysis and Pattern Recognition: From Fundamentals to Advanced Applications” supported by MeitY, Government of India, conducted by Electronics and ICT Academy, C-DAC, Mohali.	Online	02-09-2024 to 06-09-2024
		Seven Day National Level Faculty Development Program on “The Art of Research” organized by Innovation Online Training Academy (IOTA), Coimbatore, Tamil Nadu.	Online	06-01-2025 to 13-01-2025
		One-day National Level Faculty Development Program (FDP) on “The Emerging technologies in Computer Science” jointly organized by Kovai Kalaimagal College of Arts and Science and IOT Academy, Coimbatore, Tamil Nadu.	Online	24-01-2025
		One Day Faculty Development Program on “Teaching Pedagogies with Reference to NEP 2020” Organized by IOT Academy, Coimbatore, Tamil nadu, India	Online	28-02-2025
		One Day Faculty Development Program on “Advanced ICT Tools for Teaching and Learning”organized by IOT Academy, Coimbatore, Tamil Nadu, India	Online	16-05-2025

43	Ms. Riti Bhola	“NEP-2020 Orientation and Sensitization Programme” under Malaviya Mission Teacher Training Programme of UGC, organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar.	Online	03-01-2025 to 11-01-2025
		One day National Level FDP on “NAAC New Reforms 2024 - Binary Accreditation System” Organised by IOT Academy Coimbatore Tamil Nadu.	Online	22-02-2025
		Online Mastercourse, “The Digital Marketing Fundamentals,” on May 01, 2025 organized by IIDE, The Digital School.	Online	01-05-2025
44	Ms. Arshnoor Kaur	Seven Day National Level Faculty Development Program on “The Art of Research” organized by Innovation Online Training Academy (IOTA), Coimbatore, Tamil Nadu.	Online	06-01-2025 to 13-01-2025
		AI Tools for Teaching and Research” organized by IOT Academy Coimbatore Tamil Nadu	Online	23-01-2025
		One day National Level FDP on “NAAC New Reforms 2024 - Binary Accreditation System” Organised by IOT Academy Coimbatore Tamil Nadu.	Online	22-02-2025
		One Day Faculty Development Program on “Teaching Pedagogies with Reference to NEP 2020” Organized by IOT Academy, Coimbatore, Tamil nadu, India	Online	28-02-2025

		Successfully completed the NPTEL Online Certification Course titled “Blockchain and its Applications”.	Online	13-01-2025 to 07-04-2025
45	Mrs. Sandeep Kaur	Five days National Level virtual FDP on “Indian Knowledge system “ organized by IOT Academy, Coimbatore, Tamil Nadu.	Online	18-02-2025 to 22-02-2025
46	Ms. Gurpreet Kaur	NEP-2020 Orientation & Sensitization Programme' under Malaviya Mission Training Programme (MM-TTP) of UGC organized by Malaviya Mission Teacher Training Centre, Guru Nanak Dev University, Amritsar	Online	14-02-2025 to 22-02-2025
47	Ms. Inderjit Kaur	Seven-Day National Level Faculty Development Programme (FDP) on “The Art of Research,” organized by IOT Academy, Coimbatore, Tamil Nadu, India	Online	23-10-20925 to 31-10-2025
		2 Weeks Online Refresher Course in Indian Languages Organised by Malaviya Mission Teacher Training Programme, Kurukshetra University, Kurukshetra.	Online	07-05-2025 to 20-05-2025
48	Ms. Seema Devi	Seven-Day National Level Faculty Development Programme (FDP) on “The Art of Research,” organized by IOT Academy, Coimbatore, Tamil Nadu, India	Online	23-10-20925 to 31-10-2025
		2 Weeks Online Refresher Course* in *Indian Languages Organised by Malaviya Mission Teacher Training Programme, Kurukshetra University, Kurukshetra.	Online	07-05-2025 to 20-05-2025

		3 credit course Indian Knowledge System offered by NITTTR BHOPAL on Swayam Platform with a consolidated score of 87 percent	Online	20-01-2025 to 15-05-2025
		2-credit course titled “An Introduction to Indian Literary Theory” offered by Prof. Sreenath V. S. IIT Madras, through the SWAYAM Platform.	Online	21-07-2025 to 12-09-2025
49	Ms. Simarpreet Kaur	Completed the course "Getting started with Microsoft Excel" by Coursera Project Network and offered through Coursera.	Online	05-05-2025
		One day National Level FDP on “NAAC New Reforms 2024 - Binary Accreditation System “Organised by IOT Academy Coimbatore Tamil Nadu.	Online	22-02-2025

Link for proofs of certificates of teachers

<https://www.gnwldh.com/teaching-faculty/>

**National Assessment and Accreditation Council
(NAAC)
Student Satisfaction Survey**

Key Indicator - 2.7.1

Under Criterion II of Teaching – Learning and Evaluation

Guidelines for Students

NAAC (National Assessment and accreditation council) is conducting a Student Satisfaction Survey regarding Teaching – Learning and Evaluation, which will help to upgrade the quality in higher education. A student will have to respond to all the questions given in the following format with her/his sincere effort and thought. Her/his identity will not be revealed.

A) Please confirm this is the first and only time you answer this survey.

a) Yes ☐ b) No ☐

B) Age: C) College Name:

D) Gender: a) Female ☐ b) Male ☐ c) Transgender ☐

E) What degree program are you pursuing now?

a) Bachelor's ☐ b) Master's ☐ c) MPhil ☐
d) Doctorate ☐ e) Other ()

F) What subject area are you currently pursuing?

a) Arts ☐ b) Commerce ☐ c) Science ☐
d) Professional ☐ e) Other: ()

Instructions to fill the questionnaire

- All questions should be compulsorily attempted.
- Each question has five responses, choose the most appropriate one.
- The response to the qualitative question no. 21 is student's opportunity to give suggestions or improvements; she/he can also mention weaknesses of the institute here. (Kindly restrict your response to teaching learning process only)

Criterion II – Teaching–Learning and Evaluation Student Satisfaction Survey on Teaching Learning Process

Following are questions for online student satisfaction survey regarding teaching learning process.

1. How much of the syllabus was covered in the class?

4 – 85 to 100%

3 – 70 to 84%

2 – 55 to 69%

1– 30 to 54%

0 –Below 30%

2. How well did the teachers prepare for the classes?

4 –Thoroughly

3 – Satisfactorily

2 – Poorly

1 – Indifferently

0 – Won't teach at all

3. How well were the teachers able to communicate?

4 – Always effective

3 – Sometimes effective

2 – Just satisfactorily

1– Generally ineffective

0– Very poor communication

4. The teacher's approach to teaching can best be described as

4– Excellent

3 – Very good

2 – Good

1 – Fair

0– Poor

5. Fairness of the internal evaluation process by the teachers.

4 – Always fair

3 – Usually fair

2 – Sometimes unfair

1 – Usually unfair

0– Unfair

6. Was your performance in assignments discussed with you?

4 – Every time

3 – Usually

2 – Occasionally/Sometimes

1 – Rarely

0– Never

7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

4 – Regularly

3 – Often

2 – Sometimes

1 – Rarely

0– Never

8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

4 – Significantly

3 – Very well

2 – Moderately

1 – Marginally

0– Not at all

9. The institution provides multiple opportunities to learn and grow.

4 – Strongly agree

3 – Agree

2 – Neutral

1 – Disagree

0– Strongly disagree

10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

4 – Every time

3 – Usually

2– Occasionally/Sometimes

1 – Rarely

0– Never

11. Your mentor does a necessary follow-up with an assigned task to you.

4 – Every time

3 – Usually

2 – Occasionally/Sometimes

1 – Rarely

0 – I don't have a mentor

12. The teachers illustrate the concepts through examples and applications.

4 – Every time

3 – Usually

2 – Occasionally/Sometimes

1– Rarely

0 – Never

13. The teachers identify your strengths and encourage you with providing right level of challenges.

4 – Fully

3 – Reasonably

2 – Partially

1 – Slightly

0– Unable to

14. Teachers are able to identify your weaknesses and help you to overcome them.

4 – Every time

3 – Usually

2 – Occasionally/Sometimes

1 – Rarely

0 – Never

15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

4 – Strongly agree

3 – Agree

2 – Neutral

1 – Disagree

0 – Strongly disagree

16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

4 – To a great extent

3 – Moderate

2 – Some what

1 – Very little

0 – Not at all

17. Teachers encourage you to participate in extracurricular activities.

4 – Strongly agree

3 – Agree

2 – Neutral

1 – Disagree

0 – Strongly disagree

18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

4 – To a great extent

3 – Moderate

2 – Somewhat

1 – Very little

0 – Not at all

19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

4 – Above 90%

3 – 70 – 89%

2 – 50 – 69%

1 – 30 – 49%

0 – Below 29%

20. The overall quality of teaching-learning process in your institute is very good.

4 –Strongly agree

3 – Agree

2 – Neutral

1 – Disagree

0 – Strongly disagree

21. Give three observation / suggestions to improve the overall teaching – learning experience in your institution.

a)

b)

c)

Suggestion/Complaint Boxes



Opening of Suggestion Box

