

# Annual Quality Assurance Report (AQAR)

Shree Guru Gobind Singh Ji  
Government College Paonta Sahib  
Sirmour, (H.P.) 173025

(Track ID: HPCOGN26773)

NAAC Accredited B<sup>++</sup> Grade Institution

Session: 2017-18



Submitted by:

Internal Quality Assurance Cell (IQAC)  
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**AQAR FOR THE YEAR: 2017-18**  
**(July 2017 to June 2018)**

**Part – A**

**Data of the Institution**

*(data may be captured from IIQA)*

1. Name of the Institution: **Shree Guru Govind Singh Ji Government College  
Paonta Sahib, Distt Sirmour, H.P.-173025**

- Name of the Head of the institution : **Ms. Devindra Gupta**
- Designation: **Associate Professor and Officiating Principal**
- Does the institution function from own campus: **Yes**
- Phone no./Alternate phone no.: **01704-223357**
  
- Mobile no.: **9418147645**
  
- Registered e-mail: **gcpaontasahib@gmail.com**
  
- Alternate e-mail : **chauhanjc@rediffmail.com**
  
- Address : **Paonta Sahib**
  
- City/Town : **Paonta Sahib**
  
- State/UT : **Himachal Pradesh**
  
- Pin Code : **173025**
  
- IQAC email address: **[gcp.ac.in@gmail.com](mailto:gcp.ac.in@gmail.com)**

2. Institutional status:

- Affiliated / Constituent: Affiliated to Himachal Pradesh University Shimla: **Affiliated**
- Type of Institution: Co-education/Men/Women: **Co-educated**
- Location : Rural/Semi-urban/Urban: **Semi-Urban**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing  
(please specify): **UGC 2f and 12 (B)**
  
- Name of the Affiliating University: **Himachal Pradesh University Shimla**
- Name of the IQAC Coordinator: **Dr. Jagdish Chauhan**
- Phone no. : **01704-223357**
  
- Alternate phone no. : **--**

- Mobile: **9418104585**
- IQAC e-mail address: [gcp.ac.in@gmail.com](mailto:gcp.ac.in@gmail.com)
- Alternate Email address: [chauhanjc@rediffmail.com](mailto:chauhanjc@rediffmail.com)

3. Website address: **www.gcp.ac.in**  
 Web-link of the AQAR: (Previous Academic Year): **NA**

4. Whether Academic Calendar prepared during the year? **Yes.....**, if yes, whether it is uploaded in the Institutional website: **YES**

Weblink: <http://gcp.ac.in/wp-content/uploads/2018/12/ac1.pdf>  
<http://gcp.ac.in/wp-content/uploads/2018/12/ac2.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
<b>1<sup>st</sup></b>	<b>B<sup>++</sup></b>	<b>2.79</b>	<b>2017</b>	<b>from:2017 to: 2022</b>
2 <sup>nd</sup>				from: to:
3 <sup>rd</sup>				from: to:
4 <sup>th</sup>				from: to:
5 <sup>th</sup>				from: to:

6. Date of Establishment of IQAC: **25/10/2016**

7. Internal Quality Assurance System

7.1 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
<b>1. Starting of Master's Degree Course in Economics &amp; Hindi</b>	<b>2017</b>	<b>89</b>
<b>2. Starting of Student Feedback System for Self Financing Courses</b>	<b>2017</b>	<b>100</b>
<b>3.Starting of Mentor Mentee System</b>	<b>2017</b>	<b>700</b>
<b>4. Construction of New Chemistry Lab (Instrumental)</b>	<b>2017</b>	<b>250</b>
<b>5. Formation of Career Guidance Cell</b>	<b>2017</b>	<b>1000</b>

8. Provide the list of funds 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
<b>Shree Guru Gobind Singh Ji Government College Paonta Sahib,</b>	<b>General Development Scheme</b>	<b>UGC</b>	<b>2007-12</b>	<b>880000</b>
	<b>Merged Scheme</b>	<b>UGC</b>	<b>2007-12</b>	<b>2250000</b>
	<b>General Development Assistance</b>	<b>UGC</b>	<b>2012-13</b>	<b>425000</b>

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

Weblink: <http://gcp.ac.in/wp-content/uploads/2018/12/iqacnew.pdf>

10. No. of IQAC meetings held during the year: **Two**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: **Yes**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? **NO**

If yes, mention the amount: 00 Year: 00

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

- \* **Starting of Masters Degree Programme in Economics & Hindi**
- \* **Construction of New Chemistry Lab (Instrumental Lab)**
- \* **Formation of Career Guidance Cell**
- \* **Development of Herbal Garden**
- \* **Construction of College Students Centre.**

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

<b>Plan of Action</b>	<b>Achievements/Outcomes</b>
1. To expedite the process for the construction of the New Chemistry Lab (Instrumental)	The new Chemistry Lab (Instrumental Lab) has been constructed during the year and is now operational.
2. Creation of the Students' Centre and the canteen shed.	The new student centre has been constructed along with the installation of furniture. Also the

	canteen shed has been made.
3. To fill up the vacant posts of College Staff Teaching & Non-Teaching through PTA Fund	One Assistant Professor in Public Administration has been engaged from the Local PTA Fund keeping in view the welfare of the students. Also, the temporary Non-Teaching Class IV Staff such as gardener, sweeper etc has been engaged which is financed by the PTA
4. Development of Herbal Garden	To make the campus eco-friendly, Herbal/Botanical garden has been further developed by adding more plants.
5. Installation of New Air Conditioner for the Faculty Room	A New Air Conditioner has been installed in the faculty/staff room of the college. This has been financed by the Parent Teachers Association.
6. Fencing of Herbal/Botanical Garden	The Herbal/Botanical garden has been fenced to ensure the safety of the plants.
7. Construction of Sitting Benches for students in the open space	To facilitate the students and to avoid the unnecessary uproar in the campus, additional sitting benches in the campus has been constructed.
8. To Control the Menace of Termite	Some incidences of termite attack were traced in the IGNOU Block and the same has been eradicated through termite pest control.
9. Plantation in the campus to make the campus eco-friendly	College organised special plantation drives by various clubs for the purpose throughout the year from time to time.
10. Ensuring and Maintaining the Cleanliness & Hygiene of the Campus	To maintain the cleanliness and hygiene of the campus, a couple of camps & special campaigns were launched from time to time during the year by the NSS and Eco-Club in collaboration with other Clubs/Cells of the institution.

14. Whether the AQAR was placed before statutory body? **No**

Name of the Statutory body: Nil Date of meeting(s): Nil

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? **No** Date: --

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

Year: **2017-18**

Date of Submission: **13-03-2018**

17. Does the Institution have Management Information System? **YES**

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

The institute is currently running with the following modules which are operational by the State Government and the Himachal Pradesh University Shimla. These modules includes as under:-

1. PMIS for employee and staff (Govt Level)
2. E-SALARY for employee and staff, E-Service Book (Govt Level)
3. SCHLORSHIP (HP-EPASS) (Govt Level)
4. E-EXAMINATION (H.P. University Level)
5. PFMS (Govt Level)
6. FEE COLLETION SOFTWARE (College Level)
7. N-LIST (National Level)

## Part-B

<b>CRITERION I – CURRICULAR ASPECTS</b>					
<b>1.1 Curriculum Planning and Implementation</b>					
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words					
<b>The whole curriculum is designed and implemented by the Himachal Pradesh University Shimla from time to time. The institution is adhered to the instruction and curriculum Modification from the university. The institution does not have any separate mechanism for curriculum development.</b>					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of Introduction and duration	Focus on employability/ entrepreneurship	Skill Development	
<b>Pharmaceutical Chemistry</b>	<b>Pharmaceutical Chemistry</b>	<b>Sept. 2017</b>	<b>Yes</b>	<b>Yes</b>	
<b>Food processing</b>	<b>Food Processing</b>	<b>Sept. 2017</b>	<b>Yes</b>	<b>Yes</b>	
<b>1.2 Academic Flexibility</b>					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction	Course with Code	Date of Introduction		
<b>MA in Hindi and Economics</b>	<b>July 2017</b>	<b>MA in Hindi and Economics</b>	<b>July 2017</b>		
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
<b>BSC, BA, BCOM</b>	<b>UG</b>		<b>2013</b>	<b>UG</b>	
Already adopted (mention the year): <b>2013</b>					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate	Diploma Courses			
<b>No of Students</b>	<b>33</b>	<b>24</b>			
<b>1.3 Curriculum Enrichment</b>					
1.3.1 Value-added courses imparting transferable and life skills offered during the year: <b>NIL</b>					

Value added courses	Date of introduction	Number of students enrolled
Nil	Nil	Nil

1.3.2 Field Projects / Internships under taken during the year: **Nil**

Project/Programme Title	No. of students enrolled for Field Projects / Internships

#### 1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	No	No

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

**The analysis of the feedback taken from students is done on the basis of score given by students for different parameters assigned to them. The final outcome is in terms of grade system on the basis of score assigned to each parameter.**

### CRITERION II -TEACHING-LEARNING AND EVALUATION

#### 2.1 Student Enrolment and Profile

##### 2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
<b>BA</b>	<b>OPEN SEATS</b>	<b>800</b>	<b>527</b>
<b>BSC</b>	<b>OPEN SEATS</b>	<b>200</b>	<b>197</b>
<b>BCOM</b>	<b>OPEN SEATS</b>	<b>200</b>	<b>192</b>
<b>BCA</b>	<b>50</b>	<b>40</b>	<b>32</b>
<b>PGDCA</b>	<b>50</b>	<b>12</b>	<b>10</b>
<b>COMMUNITY COLLEGE</b>	<b>100</b>	<b>57</b>	<b>57</b>
<b>MA/MCom</b>	<b>20x3=60</b>	<b>100</b>	<b>89</b>

#### 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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
<b>2017-18</b>	<b>2294</b>	<b>89</b>	<b>19</b>	<b>NIL</b>	<b>10</b>

#### 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 ( <i>LMS, e-Resources</i> )	ICT tools and resources available	Number of ICT enabled class-rooms	No. of smart class-	E-resources and techniques used

				rooms	
<b>31</b>	<b>05</b>	<b>Projectors, Podium</b>	<b>03</b>	<b>01</b>	E-Journals

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

The mentor-mentee system has been introduced in our college during the year 2016. At the initial stage, we have introduced this mentor-mentee system covering the final year students of BA/BSC/BCom. The number of student beneficiaries was almost 700 approximately with the mentor-mentee ratio of 1:26. In this system, the students of the college have been counselled and inspired for their higher studies, competitive examination etc.. In addition to this, the common problems of the students such as results, online registration, continuous comprehensive assessment, assignments, tutorials etc have also been redressed by the concerned faculty members or committees. Since Paonta Sahib is an industrially concentrated town of the state, therefore to cater the increasing industrial demand for human resources, the special focus is laid on the various employment opportunities in the private sector. This mentor-mentee system has now been planned to introduce into the first and second year students of the college under the annual mode.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
<b>2294</b>	<b>31</b>	<b>1:26</b>

## 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
<b>34</b>	<b>29</b>	<b>06</b>	<b>03</b>	<b>12</b>

### 2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

<i>Year of award</i>	<i>Name of full time teachers receiving awards from state level, national level, international level</i>	<i>Designation</i>	<i>Name of the award, fellowship, received from Government or recognized bodies</i>
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

## 2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
<b>BSC</b>	<b>BSC</b>	<b>Semester</b>	<b>Nov 2017</b>	<b>March 2018</b>
<b>BA</b>	<b>BA</b>	<b>Semester</b>	<b>Nov 2017</b>	<b>March 2018</b>
<b>BCOM</b>	<b>BCOM</b>	<b>Semester</b>	<b>Nov 2017</b>	<b>March 2018</b>
<b>BCA</b>	<b>BCA</b>	<b>Semester</b>	<b>Nov 2017</b>	<b>March 2018</b>
<b>MA/MCOM</b>	<b>MA/MCOM</b>	<b>Semester</b>	<b>Nov 2017</b>	<b>March 2018</b>



2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)				
The college has a well-defined mechanism of continuous internal evaluation system which includes marks for mid-term examination, assignments, classroom seminars, attendance, Lab CCA, tutorial. The CCA system is designed at University level and any modification in the existing CCA system is intimated and implemented at the college level within stipulated time period as directed by the university and the government of Himachal Pradesh.				
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)				
The academic calendar is designed as per the university in consultation with the Department of Higher Education Government of Himachal Pradesh at the start of academic session each year. The whole program is then added to the prospectus and information brochure of the college in the starting of the Academic Session i.e. June-July of each year. The institution is fully/strictly adhered to the academic calendar for the conduct of examination and the related matters.				
<b>2.6 Student Performance and Learning Outcomes</b>				
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				
The whole programme outcome/specific outcomes like results are in control of H.P. University Shimla and are stated and displayed on the website of H.P. University Shimla from time to time. The college has also provided the link to the students on the College Website to check their detail.				
2.6.2 Pass percentage of students				
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
BA <sup>TH</sup>	BA	209	182	87
BSC 6 <sup>TH</sup>	BSC	153	150	98
BCOM 6 <sup>TH</sup>	BCOM	110	92	83
BCA 6 <sup>TH</sup>	BCA	23	18	78
PGDCA	PGDCA	21	17	81
FOOD PROCESSING	Community College	14	14	100
<b>2.7 Student Satisfaction Survey</b>				
2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink): NO				
<b>CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION</b>				
<b>3.1 Resource Mobilization for Research</b>				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations				
Nature of the Project	Durati on	Name of the funding Agency	Total grant sanctione d	Amount received during the Academic year
Major projects	Two Years	ICSSR New Delhi	8 lakh	3,20,000/-
Minor Projects	NIL	NIL	NIL	NIL

Interdisciplinary Projects	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
Industry sponsored Projects	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
Projects sponsored by the University/ College	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
Students Research Projects ( <i>other than compulsory by the College</i> )	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
International Projects	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
Any other(Specify)				
<b>Total</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

### 3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year: **NIL**

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year: **NIL**

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year: **NIL**

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil

Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

### 3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards: **NIL**

State	National	International

3.3.2 Ph. Ds awarded during the year (*applicable for PG College, Research Center*)

Name of the Department	No. of Ph. Ds Awarded
<b>Zoology</b>	<b>01</b>
<b>Economics</b>	<b>01</b>

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
<b>International</b>	<b>English</b>	<b>03</b>	
<b>International</b>	<b>Chemistry</b>	<b>01</b>	<b>3.8</b>
<b>International</b>	<b>Physics</b>	<b>01</b>	
<b>International</b>	<b>Economics</b>	<b>03</b>	

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

Department	No. of publication
<b>English</b>	<b>01</b>

## 3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Temperature Controlled Comparative Physico-chemical Studies of DTAB and 12-2-12 Gemini Surfactants in Aaqueous Solutions of Fructose, Maltose and Reffinose	Kundan Sharma	Journal of Molecular Liquids	2018	-	SGGSJ Govt College Paonta Sahib	
Anthro Pological and Ethnographic Elements in Indian Parallel Films; A study of Homophobia in Indian Society	Daler Singh, Dipali Sharma Bhandari et al.	TRAMES	2017	-	SGGSJ Govt College Paonta Sahib	
Sriram's Shift to Extremism from Gandhism: A study of R.K. Narayan's waiting for the Mahatama	Priyanka, Dipali S. Bhandari	AGUIJ RSSH Vol 5	2017	-	SGGSJ Govt College Paonta Sahib	-
Significance of Ahimsa or Non-violance/; A Study of R.K. Narayan. Theman Eater of Malgudi and Tiger for Malgudi	Priyanka, Dipali S. Bhandari	IJETSR Vol 4	2017		SGGSJ Govt College Paonta Sahib	
Industrial Location Policy in India: An Alalytical Perspective.	Ramaul Nalin & Pinki Ramaul	The Indian Economic Journal, Sage Publication	2018		SGGSJ Govt College Paonta Sahib	
Regional Incentives & Location Choice of New Firms in India: A Nested Logit Model	Ramaul Nalin & Pinki Ramaul	Journal of Quantitative Economics (Springer)	2018		SGGSJ Govt College Paonta Sahib	
Effectiveness of Industrial Location Policy in India: A case Study of Himachal Pradesh	Ramaul Nalin & Pinki Ramaul	Administrative Development (A Journal of HIPA) Shimla	2018		SGGSJ Govt College Paonta Sahib	

## 3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science N.A

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

### 3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year:

No. of Faculty	International level	National level	State level	Local level
<b>Attended Seminars/Workshops</b>	<b>01</b>	<b>01</b>	<b>00</b>	<b>00</b>
<b>Presented papers</b>	<b>01</b>	<b>01</b>	<b>00</b>	<b>00</b>
<b>Resource Persons</b>	<b>00</b>	<b>00</b>	<b>02</b>	<b>00</b>

### 3.4 Extension Activities

3.4.1 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

1. **Seven days Special NSS camp** was organised during 30<sup>th</sup> January 2018 to 5<sup>th</sup> February 2018 by the NSS Unit of the college, The Camp was coordinated by Two Teachers. This camp was participated by 113 students.
2. One day Camp for **“Eradication of Can bags and Opium” (A Part of Abhiyan Started by the Govt of Himachal Pradesh)** was organised by the NSS Unit of the College on 22<sup>nd</sup> July 2017.
3. In Collaboration with the **Bharat Scout & Guide** and **Eco Club** Wing of the College, **the NSS Unit** also organised One Day Camp for **“Plantation under Clean & Green Campaign” on 19<sup>th</sup> August 2017.**
4. **“Talk on Khel Bhavna”** was organised by the Department of Physical Education on 29<sup>th</sup> August 2017 (Sports Day).
5. **Ek Bharat Shreshth Bharat** declamation contest was organised by the College on 6<sup>th</sup> December 2017 under the auspices of **Nehru Yuva Kendra, Nahan, Sirmour, H.P.**
6. The college organised **National Foundation For Communal Harmony Programme** on 23<sup>rd</sup> and 24<sup>th</sup> February 2018. This programme included the intra-college activities such as group songs, Skit, Essay writing Competition, and Painting.

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year **Nil**

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Nil	Nil	Nil	

3.4.3 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

1. To participate in the Nation Wide Drive towards **Swachh Bharat Abhiyan, Swachh Bharat Pakhwara was observed on 5<sup>th</sup> August 2017.** The main thrust of this drive was to eradicate the Parthenium grass and bushes from the playground.
2. In a similar Drive, one day cleanliness campaign was launched in the campus on 17<sup>th</sup> December 2017 to remove the bushes and unwanted grass from the playground, surroundings of Temple inside the campus, Science Block, IGNOU. Outer Boundary of College; and the removals of posters from the walls.

### 3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year: **NIL**

Nature of Activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year: **YES**

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
<b>Internship/ OJT</b>	<b>Academia Industry Interface</b>	• <b>Tirupati Medicare Ltd.</b>	<b>4 Weeks</b>	<b>Students of Food Processing and Pharmaceuticals under UGC Sponsored Community College Scheme.</b>
		• <b>SVR Health Care Paonta Sahib.</b>	<b>4 Weeks</b>	
		• <b>Himalayan International Ltd Paonta Sahib</b>	<b>01 Week</b>	

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year: **Yes**

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
• <b>SVR Health Care Paonta Sahib.</b> • <b>Tirupati Medicare Paonta Sahib</b>	<b>21.3.2018</b> <b>18.3.2018</b>	<b>Training, Placement &amp; Curriculum Development of Community College Courses</b>	<b>All Students &amp; Faculty of Community College Courses</b>

<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>						
<b>4.1 Physical Facilities</b>						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation			Budget utilized for infrastructure development			
<b>1192261</b>			<b>1192261</b>			
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities	Existing		Newly added			
Campus area	<b>21850.8m<sup>2</sup></b>		Nil			
Class rooms	14		Nil			
Laboratories	10		Nil			
Seminar Halls	01		Nil			
Classrooms with LCD facilities	Nil		Nil			
Classrooms with Wi-Fi/ LAN	02		Nil			
Seminar halls with ICT facilities	01		Nil			
Video Centre	No					
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02		PRINTER (01), AIR CONDITIONER (01)			
Value of the equipment purchased during the year (Rs. in Lakhs)	NIL		NIL			
Others	<ul style="list-style-type: none"> <li>➤ <b>Construction of Two Chemistry Labs,</b></li> <li>➤ <b>Construction of One Geography Lab and</b></li> <li>➤ <b>Construction of Four Lecture and Theatres is in progress and likely to be completed during the year 2019.</b></li> </ul>					
<b>4.2 Library as a Learning Resource</b>						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software	Nature of automation (fully or partially)		Version	Year of automation		
<b>SOUL 2.0</b>	<b>FULLY</b>		<b>2.0</b>	<b>2012</b>		
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	<b>7968</b>	<b>1194433</b>	<b>400</b>	<b>100248</b>	<b>8368</b>	<b>1294681</b>
Reference Books	<b>684</b>	<b>450245</b>	<b>57</b>	<b>42000</b>	<b>741</b>	<b>492245</b>
e-Books	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>
Journals	<b>8+N-List</b>	<b>15264</b>	<b>Nil</b>	<b>Nil</b>	<b>08</b>	<b>15264</b>
e-Journals	<b>N-List</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>N-List</b>
Digital Database	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>
CD & Video	<b>25</b>	<b>8475</b>	<b>5</b>	<b>2500</b>	<b>30</b>	<b>10975</b>

Library automation	<b>8652</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>8652</b>
Weeding (Hard & Soft)	<b>5+11</b>	<b>3508</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>3508</b>
Others (specify)	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

### 4.3 IT Infrastructure

#### 4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
<b>Existing</b>	<b>36</b>	<b>02</b>	<b>Yes</b>	<b>Yes (In Labs)</b>	<b>01</b>	<b>01</b>	<b>07</b>	<b>18-20mbps</b>	
<b>Added</b>	<b>05</b>	<b>NIL</b>	<b>Yes</b>	<b>Yes (In Labs)</b>	<b>-</b>				
<b>Total</b>	<b>41</b>	<b>02</b>	<b>Yes</b>	<b>Yes (In Labs)</b>	<b>01</b>	<b>01</b>	<b>07</b>	<b>18-20mbps</b>	

4.3.2 Bandwidth available of internet connection in the Institution (Leased line): **Yes**

**0 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
<b>NIL</b>	<b>NIL</b>

4.3.4 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: **NIL**

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content

### 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
<b>918632/-</b>	<b>918632/-</b>	<b>1192261/-</b>	<b>1192261/-</b>

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, provide link): **Yes as per Govt Norms.**

## 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	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>
Financial support from other sources			
a) National	<b>SC/ST/OBC/IRDP/ MINORITY SCHEMES</b>	<b>138</b>	<b>985722</b>
b) International	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

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 implementation	Number of students enrolled	Agencies involved
Mentor-Mentee	2016	700	Faculty Members of the Institution
Personal Counselling	2017	700	Faculty Members of the Institution

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

**The career guidance and placement cell on its own also guides the students regarding career opportunities. All members of cell are always available for the guidance of the students.**

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
<b>2017</b>	<b>Career counselling cell</b>	<b>Record Not Available</b>	<b>Record Not Available</b>	<b>Record Not Available</b>	<b>Record Not Available</b>

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	No. of grievances redressed	Average number of days for grievance redressal
<b>01</b>	<b>01</b>	<b>02</b>

## 5.2 Student Progression

5.2.1 Details of campus placement during the year: **Yes**

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
<b>Zeon Life Sciences Paonta Sahib</b>	<b>20</b>	<b>10</b>	<b>Zeon Life Sciences Paonta Sahib</b>	<b>07</b>	<b>04</b>
			<b>Tirupati Medicare Paonta Sahib</b>	<b>05</b>	<b>02</b>



5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	100	BSC/BA/BCOM	SCIENCE, ARTS, COMMERCE	HPU SHIMLA, PU CHANDIGARH, GDC PAONTA SAHIB	MSC, MA, MCOM

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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	NIL	NIL
SET	NIL	NIL
SLET	NIL	NIL
GATE	NIL	NIL
GMAT	NIL	NIL
CAT	NIL	NIL
GRE	NIL	NIL
TOFEL	NIL	NIL
Civil Services	NIL	NIL
State Government Services	NIL	NIL
Any Other	<b>AIRFORCE</b>	<b>216073102</b>

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

Activity	Level	Participants
<b>SPORTS DAY</b>	<b>COLLEGE</b>	<b>100</b>
<b>ANNUAL ATHELETIC MEETS</b>	<b>COLLEGE</b>	<b>250</b>

### 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): **NIL**

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)						
<p><b>The College has the nominated Students Council viz. College Students Central Association (CSCA), which has been nominated/ formed on merit basis as per the directives of Himachal Pradesh University Shimla. In the students Council, we have a large number of students nominated as executive members from different streams, clubs, societies and cells of the college. The student’s representatives are a part of the Building Fund Committee, Sexual Harassment Cell, and Caste and Gender Discrimination Cell and also the College Advisory and Internal Quality Assurance Cell of the College. The students’ views/suggestions are taken into account for maintaining academic normalcy and balance in the college. Also, while enforcing the Code of Conduct and discipline, the student’s representatives are involved and due weightage is given to their suggestions while implementing the same. Also, a student suggestion box has been installed in the college where the students are encouraged to contribute their suggestions/enquiries with regard to their career, other issues and the required innovative suggestions.</b></p>						
<b>5.3 Alumni Engagement</b>						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): <b>Yes</b>						
<p><b>The alumni association of the college is constituted and registered under The Himachal Pradesh Societies Registration Act, 2006 at SDM Paonta Sahib wide Reg. No. 36/2016 dated 05.11.2016.</b></p>						
5.3.2 No. of registered enrolled Alumni: <b>18 + 8 Office bearers</b>						
5.3.3 Alumni contribution during the year (in Rupees) : <b>Rs. 5000/-</b>						
<p><b>In addition to above amount of Rs. 5000/-, the alumni association also sponsored the event “Know Your State” by giving total cash prize of Rs. 6500/- to the winners of the contest.</b></p>						
5.3.4 Meetings/activities organized by Alumni Association : <b>Yes</b>						
<b>Organised Know Your State Contest in the College in December 2017.</b>						
<b>CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>						
<b>6.1 Institutional Vision and Leadership</b>						
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)						
<p><b>The complete system of Administration and executing departments of the college are fully decentralised. To accomplish the various assignments pertaining to the quality upgradation, general developmental work, academic excellence, admissions, students support initiatives etc. various committees have been formed which are solely responsible for the execution, implementation and the accomplishment of the various tasks assigned to the members of various committees, clubs and cells. The Principal acts mainly as the facilitator and the sanctioning authority of the funds to be allocated for the various schemes/programmes. The programmes being run under the self-financing courses are being looked after independently by the respective coordinators of the IT department (BCA &amp; PGDCA) and the Community College. Further, for the maintenance of the quality standards, the College Advisory, coordinators/ convenors of various committees/clubs/cells formed give innovative suggestions to the head of the institution which after approval, are then passed on /referred to the respective committees for the</b></p>						

**successful execution and implementation.**

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):

➤ **Curriculum Development:** The curriculum is developed and approved by HPU in consultation with the member of board of studies (BoS) of different department. Therefore, the institution is just an implementing agency.

❖ **Teaching and Learning:** Principal method of teaching is lecture method and special emphasis is given on interactions between students and teacher. Teachers take interest in removal of doubts and theory classes are followed by tutorials and practical. Use of audio visual multimedia, power point presentation group discussions, class room seminars, tutorial and other methods of interaction are used to make learning process easy and interesting for the students. Central library of the institution and Departmental libraries in Physics, Botany and Zoology play important role to augment teaching – learning process.

❖ **Examination and Evaluation:** The institution has formed different committees for the smooth conduct for the internal midterm examination which is the principal component of the continuous comprehensive assessment of the graduation degree program. Further the awards received for the CCE for each student are uploaded on the online portal developed by the university after the end of each semester examination. Also the hard copied of awards sent are backed up /retain by the concerned teacher and the institution to meet any delay in the examination results.

❖ **Research and Development:** Teachers are encouraged to undertake research projects. Teaching staff is regularly intimated regarding conferences, workshops, short term courses going to be held at different places. Faculty members are motivated for academic advancement

❖ **Library, ICT and Physical Infrastructure / Instrumentation:** Library has reading room, internet facility, suggestion box and other required facilities. It is being regularly upgraded and updated. New books and journals are added regularly.

❖ **Human Resource Management:** Teaching as well as non teaching members of staff are included in various committees constituted at the beginning of session. Responsibilities are Entrusted as per the capabilities of employees for accomplishing the various college activities. Shortage in manpower if any regularly intimated to government and local arrangements are made with the help of PTA.

❖ **Industry Interaction / Collaboration** The college has set up a Career guidance cell which maintains professional relations with the representatives of industry. The HR managers of various companies remain in touch of Career Guidance cell and they are also invited to the college campus to interact with the students. The students of various departments of the college are taken for industrial visits from time to time to keep them abreast of the latest developments in the market. Various eminent personalities are invited under by the career counselling cell to educate the students regarding latest trends of the market. Industry is playing vital role in running courses under Community College especially.

❖ **Admission of Students:** Rules and regulations laid down by Himachal Pradesh University are strictly followed in admission process. Reservation roster is applied in the courses where seats are limited. Admission to UG program under CBCS system and PG program and self financing courses is done on the basis of merits.

6.2.2 : Implementation of e-governance in areas of operations: Yes, as per the web link and the online softwares provided by the Himachal Pradesh University and the Govt of Himachal Pradesh.					
❖ Planning and Development : Yes					
❖ Administration : Yes					
❖ Finance and Accounts : Yes					
❖ Student Admission and Support : Yes					
❖ Examination :Yes					
<b>6.3 Faculty Empowerment Strategies</b>					
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year: <b>NIL</b>					
Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support	
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year: <b>NIL</b>					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from- to)	No. of participants (Teaching staff)	No. of participan ts (Non- teaching staff)
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	Date and Duration (from – to)		
<b>OPFA (Office Procedure and Financial Administration)</b>		<b>01</b>	<b>27-05-2018 TO 01-06-2018</b>		
<b>Management Programme (H.P.)</b>		<b>01</b>	<b>31-07-2017 to 04-08-2017</b>		
<b>Orientation Programme</b>		<b>01</b>	<b>28-06-2017 to 25-07-2017</b>		
<b>Orientation Programme</b>		<b>01</b>	<b>07-08-2017 to 02-09-2017</b>		
<b>Refresher Course</b>		<b>01</b>	<b>18<sup>th</sup> June 2018 to 7<sup>th</sup> July 2018</b>		
<b>Short Term Course</b>		<b>01</b>	<b>14-01-2018 to 20-01-2018</b>		
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching		Non-teaching			
Permanent	Fulltime	Permanent	Fulltime/temporary		
<b>31</b>	<b>(25 REGULAR+6 CONTRACT)</b>	<b>08(7+1)</b>	<b>03(TEMPORARY)</b>		

6.3.5 Welfare schemes for				
Teaching				
Non teaching				
Students		<b>Book Bank</b>		
<b>6.4 Financial Management and Resource Mobilization</b>				
6.4.1 Institution conducts internal and external financial audits regularly: <b>YES</b> <b>The institution conducts internal and external financial audits at regular intervals. This audit is conducted by the Govt of Himachal Pradesh through the Auditor General of Himachal Pradesh.</b>				
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/ Grants received in Rs.		Purpose
<b>Fees and Funds and grants are received and collected by the institution as per the Government orders and as notified by the Himachal Pradesh university, Shimla.</b>		<b>Fees, Funds and grants are received and collected by the institution as per the Government orders and as notified by the Himachal Pradesh university, Shimla.</b>		
<b>Local MLA</b>		<b>51000/- for the promotion of cultural activities</b>		
6.4.2 Total corpus fund generated				
<b>6.5 Internal Quality Assurance System</b>				
6.5.1 Whether Academic and Administrative Audit (AAA) has been done? : <b>YES</b>				
Audit Type	External			Internal
	Yes/No	Agency	Yes/No	Authority
<b>IT/NSS/ Community College</b>	<b>Yes</b>	<b>Chartered Accountant</b>	<b>No</b>	<b>No</b>
<b>Academic</b>	<b>No</b>	<b>No</b>	<b>Yes</b>	<b>Bursar</b>
<b>Administrative</b>	<b>No</b>	<b>No</b>	<b>Yes</b>	<b>Bursar</b>
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
<ul style="list-style-type: none"> <li>➤ <b>Fencing of herbal garden</b></li> <li>➤ <b>Creation of student centre</b></li> <li>➤ <b>Prize distribution</b></li> <li>➤ <b>Termite control</b></li> <li>➤ <b>Trees loping.</b></li> <li>➤ <b>Installation of air conditioner</b></li> <li>➤ <b>Concrete footpath</b></li> <li>➤ <b>Brick footpath</b></li> </ul>				
6.5.3 Development programmes for support staff (at least three): <b>NIL</b>				
6.5.4 Post Accreditation initiative(s) (mention at least three):				
<ul style="list-style-type: none"> <li>➤ <b>Development of sports complex</b></li> </ul>				

<p>➤ <b>Creation of two more smart-rooms</b></p> <p>➤ <b>Creation of two additional post in Post Graduate Departments of Hindi and Economics</b></p>				
<b>6.5.5</b>				
a. Submission of Data for AISHE portal : (Yes /No) <b>YES</b>				
b. Participation in NIRF : (Yes /No) <b>NO</b>				
c. ISO Certification : (Yes /No) <b>NO</b>				
d. NBA or any other quality audit : (Yes /No) <b>NO</b>				
<b>6.5.6 Number of Quality Initiatives undertaken during the year</b>				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
<b>2017</b>	<b>Mentor-Mentee System</b>	<b>Last date of Each Week</b>	<b>Nil</b>	<b>700</b>
<b>2017</b>	<b>Career Counselling</b>	<b>Throughout Year</b>	<b>-----</b>	<b>1000</b>
<b>2017</b>	<b>Start of MA classes in Hindi &amp; Economics</b>	<b>July Each Year</b>	<b>----</b>	<b>89</b>

## 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-to)	Participants	
		Female	Male

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:  
Percentage of power requirement of the College met by the renewable energy sources

**In this regard, the Govt Agency has been requested to install solar panels in the campus for its energy requirements.**

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	<b>Yes</b>	<b>04</b>
Provision for lift	<b>No</b>	<b>No</b>
Ramp/ Rails	<b>Yes</b>	<b>02</b>
Braille Software/facilities	<b>No</b>	<b>No</b>
Rest Rooms/Sick Rooms	<b>01/Sick Rooms</b>	<b>01</b>
Scribes for examination	<b>No</b>	<b>No</b>
Special skill development for differently abled students	<b>No</b>	<b>No</b>
Any other similar facility	<b>Nil</b>	<b>No</b>

7.1.4 Inclusion and Situatedness: **NIL**

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to	Number of initiatives taken	Date and duration of the	Name of the initiative	Issues addressed	Number of

	address locational advantages and disadvantages	to engage with and contribute to local community	initiative			participating students and staff

### 7.1.5 Human Values and Professional Ethics: **AS PER HPU NORMS**

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
PROSPECTUS	July 2017	.Anti Ragging cell, Regular Attendance, campus cleanliness, Proper use of dustbins, Mandatory Bearing of identity cards

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

Activity	Duration (from-----to-----)	Number of participants
<b>Communal Harmony</b>	<b>23-02-2018 to 24-02-2018</b>	<b>50</b>
<b>Value based story writing competition</b>	<b>14-08-2017</b>	<b>16</b>
<b>NSS Camp</b>	<b>30-01-2018 to 05-02-2018</b>	<b>113</b>

### 7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- **Use of dustbin placed at various places in the campus.**
- **Construction and installation of vermicompost plan.**
- **Development of Herbal Garden, Botanical Garden.**
- **Plantation Drive by Green Wave Eco Club and NSS.**
- **Chemical Waste Disposal.**
- **Fully Plastic & Tobacco Free Campus.**
- **Special Cleanliness camps organised by the NSS & Eco Club from time to time**

## 7.2 Best Practices

Describe at least two institutional best practices

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

<http://gcp.ac.in/wp-content/uploads/2017/07/Best-practice.pdf>

- **Skill Based Courses under Community College Scheme**
- **Ensuring Public Participation e.g, PTA in the development of Infrastructure and the introduction of new need based courses.**

## 7.3 Institutional Distinctiveness

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

**The Community College of this College has excellently performed right from its inception in this college. The courses started under the community college are based on the employability and entrepreneurship.**

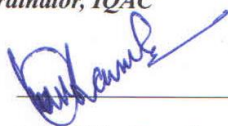
Therefore, on the basis of the previous performance of this college, Our Institution is the only College in the state where the Government has issued the grant to continue the Community College and the courses being run under it. Further all examinations in the college are being conducted under the CCTV surveillance.

8. Future Plans of action for next academic year (500 words)

THE FUTURE PLAN FOR THE NEXT ACADEMIC YEAR IS SUMMARIZED AS FOLLOWS:

1. Construction of recreation and sports centre
2. Students Common room each for boys and girls
3. Construction of faculty rooms for PG departments
4. Creation of One more smart class rooms with audio-visual aids.
5. Campus development includes beautification of gardens, tree guards, solar light system, sitting benches, interlocking tiles in open space
6. Installation of centralized RO system attached with water cooler
7. Renovation of existing multipurpose hall with PA system internet enabled LED projector, computer and curtains etc.
8. Installation of heavy-duty generator set along with generator shed
9. Purchase of software for online admission system that includes server, website updation
10. Purchase the Equipment for science labs
11. Upgradation of the quality of the existing infrastructure, the college playground will be completely renovated with raising of boundary walls having barbed fencing to prevent the unwanted external entry , and the three step staircases along the boundary wall.
12. Multipurpose stage with covered roof and green room has been scheduled for construction at the suitable place inside the college ground
13. The white board has been scheduled to be installed in each class-rooms to be used with marker to make it dust free.
14. To capture the status/data regarding the whereabouts/placements of the outgoing students in different spheres of higher education, their job placements in Govt, PSUs, Private Sectors etc, the Feedback Form will be taken from each student at the time of issuing the Transfer Certificates.

Name: Dr. Jagdish Chauhan  
Coordinator, IQAC



Signature of the Coordinator, IQAC

Name: Ms Devindra Gupta  
Principal & Chairperson IQAC



Signature of the Chairperson, IQAC