Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SHREE GURU GOVIND SINGH JI GOVERNMENT COLLEGE PAONTA SAHIB**
Name of the head of the Institution	**Dr. Veena Rathore**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01704223357**
Mobile no.	**9418063730**
Registered Email	**gcp.ac.in@gmail.com**
Alternate Email	**gcpaontasahib@gmail.com**
Address	**Paonta Sahib, District Sirmour**
City/Town	**Paonta Sahib**
State/UT	**Himachal pradesh**
Pincode	**173025**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Jagdish Chauhan**
Phone no/Alternate Phone no.	**01704223357**
Mobile no.	**9418104585**
Registered Email	**gcp.ac.in@gmail.com**
Alternate Email	**chauhanjc@rediffmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.gcp.ac.in/wp-content/uploads/2019/03/IQAR_2017-18-1.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcp.ac.in/wp-content/uploads/2020/03/Academic-calender-2018-19-1.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**2.79**	**2017**	**02-May-2017**	**01-May-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**19-Oct-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Lecture on Career in	**28-Mar-2019**	**150**

Performimg Arts	1	
Special Inter-Faculty Session on Career Opportunities	21-Feb-2019 1	200
Special Session on Civil Services Preparation by Career Counselling CEll	20-Feb-2019 1	250
Rozgar Mela organised by Career Counselling Cell	08-Feb-2019 1	80
Regular meeting of IQAC convened	28-Sep-2018 1	8
Regular meeting of IQAC convened	22-Dec-2018 1	9
Regular meeting of IQAC convened	26-Mar-2019 1	11
Regular meeting of IQAC convened	29-Jun-2019 1	9
Submission of AQAR to NAAC	24-Dec-2018 1	8
[View File](#)		

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
Shree Guru Govind Singh Ji Government College Paonta Sahib	RUSA Infrastructure Grant	Centre-State	2018 1	10000000
Shree Guru Govind Singh Ji Government College Paonta Sahib	Star College Scheme	DBT Govt of India	2019 1	4100000
Shree Guru Govind Singh Ji Government College Paonta Sahib	SALARY/MR/OE/TE	State Govt	2018 1	41315036
Shree Guru Govind Singh Ji Government College Paonta Sahib	NSS	Centre-State	2018 1	86400
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes

Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Conversion of Multipurpose Hall into Internet enabled Conference Hall with latest Audio Visual System along with necessary renovations which includes proper lighting and seating arrangements, PVC Panelling, curtains etc.

2. Creation of One big class room (R.N. 201) into smart room with Android Based Digital Podium

3. All main class rooms have been equipped with the dust free white boards

4. Computer Science has been introduced as an Elective Subject for the students of Non-Medical Stream.

5. Installation of RO system duly attached with the Coolers

[View File](#)

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

Plan of Action	Achivements/Outcomes
Campus Beautification	**Sitting Benches have been purchased and placed at appropriate places in the college campus. Also, interlocking tiles have been laid in the open space including the space provided for students parking.**
A Special Series of Counselling Sessions to be organized for the students of Final Semester /Year (the main stake holders)	**Four Special Sessions of Career Counselling have been organised by the Career Guidance/ Job Placement Cell of the College as under: - 1. Organisation of Rojgar Mela in Collaboration with Jio-Infocom Pvt Ltd on 08-02-2019,**

	which was participated by 80 job aspirants of the region. 2. Special Session on Civil Services Preparation, organised on 20-02-2019, which was participated by about 250 students including the teaches. A specialised team of IAS Chanakya Academy Chandigarh was invited for the purpose. 3. Special Inter-faculty Career Counselling Session, organised on 21-02-2019, which was participated by 200 out going students of the college. The students were made aware of the career opportunities in their respective discipline of study. 4. "Sangeet Madhuri"- A Special Session on Career in Performing Arts, organised in collaboration with the Department of Music, on 28th March 2019.
To install the Heavy-Duty Centralized Generator Set to ensure uninterrupted electricity supply to the Core areas/departments.	The process for the purchase of Heavy-Duty Generator Set has been started. The necessary payment has been made to the approved agency (P.W.D.). the process for the installation of Generator Set is at the final stage at the part of PWD.
To Establish two designer sheds (as a substitute of common rooms) with proper sitting benches	The order for the said purpose has been placed to the approved firm. The task of establishment of these sheds is at the final stage and is likely to be completed at the beginning of the next session 2019-20.
To purchase the Admission cum Fee Collection Software	The required software has been purchased and is now operational.
To avoid the unwanted upheaval of student's vehicle, the independent parking for the students to be provided	Independent Two wheelers parking for the students have been provided at the most appropriate place with interlocking tiles. This task has been financed by the Parent Teachers Association.
To create One big class room into smart room with Android Based Flat Panel	One big class room (R.N. 201) has been converted into smart room with Android Based Flat Panel and is now operational.
To equip All main class rooms with the dust free white boards.	All main class rooms have been equipped with the dust free white boards. A total of 10 class rooms have been equipped with white boards.
Conversion of Multi-purpose Hall into Internet enabled Conference Hall with latest Audio-Visual System, so as to organise the Conferences, Workshops, Seminars, Indoor Functions of all levels where such technology/facilities are required.	Multi-purpose Hall has been converted into Internet enabled Conference Hall with latest Audio-Visual System along with necessary renovations which includes proper lighting and seating arrangements, PVC Panelling, curtains etc.

To install the RO System to provide safe drinking water to students	RO System has been installed and is now operational.
View File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	05-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The institute is currently running with the following modules which are operational currently by the State Government and the Himachal Pradesh University Shimla. These modules includes as under: 1. PMIS for employee and staff (Govt Level) 2. ESALARY for employee and staff (Govt Level), 3. EService Book (Govt Level) 4. SCHLORSHIP HPEPASS (Govt Level) 5. EEXAMMINATION (H.P. University Level) 6. PFMS (Govt Level) 7. FEE COLLETION SOFTWARE (College Level) 8. NLIST (National Level)

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

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. However, efforts are made, within the limitations of the prescribed framework, to complement the curriculum wherever felt to be necessary. This task is left to the initiative of departments. The college develops action plans for effective implementation of the curriculum at the beginning of the session. At the beginning of each session, a staff meeting is convened where effective strategies are devised, keeping in view the staff and infrastructural

constraints, for the implementation of the curriculum. The teachers are motivated to complete the curriculum within the stipulated time. Each teacher individually prepares the course-wise plan also taking into account the college activities calendar and the HP University calendar. After deliberations, each Department through its HOD distributes the courses and classes among the staff including practical and intimates the Principal and the timetable committee. The timetable committee frames the timetable as per work distribution by the concerned HODs, making best efforts to comply with the UGC norms for each semester.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Nil	Nil	01/07/2018	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Computer Science as Elective Course	29/06/2019
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Skill Enhancement	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No

Alumni	Yes
Parents	Yes

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

Feedback Obtained
The formal feedback from students is taken through CSCA during its meeting with CSCA Advisory Committee or through interaction of students with the teachers and IQAC/RUSA Coordinator. During the Parent Teacher Association meetings, various matters related to student's performance, including curriculum, are discussed and formal feedback is obtained. The GCP Alumni Association has been formed and registered. Several alumni of the College are well placed in different fields and their interaction with the students and the faculty will generate the constructive feedback related to curriculum enrichment, which shall be forwarded to the University authorities for consideration.The feedback from teachers is elicited largely at Staff meetings, which are chaired by the Principal and moderated by the Staff Secretary. The feedback is also discussed at the meetings of HODs. Thereafter, the suggestions are implemented through IQAC.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	UG	198	198	198
BCom	UG	192	192	192
BA	UG	524	524	524
BCA	UG	150	88	88
PGDCA	PG	50	10	10
MA	PG	60	19	19
MCom	PG	20	30	20
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2203	75	21	Nill	14

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

35	6	3	3	3	2

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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. 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 introduced 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
No Data Entered/Not Applicable !!!		

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
37	36	1	5	12

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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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. In the beginning of academic session, the students are informed about the evaluation systems and the procedures involved, and queries, if any, are resolved by the teachers. The scheme of the students' course-wise assessment and evaluation methods is also

communicated to the students and parents through college prospectus. Prospectus contains information about mid-term examinations, end-term examinations, attendance etc. Besides, the counselling is done at the time of admission. Continuous comprehensive Assessment (CCA) and evaluation is discussed by the members of admission committee with the students and parents. Tentative dates and month of mid-term and end term examination are notified in college calendar at the beginning of academic year. The pattern of examination and papers is explained by subject teachers in the classrooms. All the important information, changes in evaluation process and new guidelines in this direction from the HP University Shimla and the Department of Higher Education are discussed in staff council meetings to educate the faculty members from time to time. They are informed about the syllabus, internal assessment, and criteria for assessment, weightage of marks, form of question paper, minor tests and their weightage, attendance and its weightage prescribed by the university.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar is designed by the university in consultation with the Department of Higher Education, Government of Himachal Pradesh at the beginning of the academic session each year. The whole program is then incorporated in the prospectus and information brochure of the college at the commencement of the Academic Session i.e. June-July of each year. The institution fully/strictly adheres to the academic calendar for the conduct of examination and the related matters. The calendar is published in the Prospectus Cum Information Booklet and is distributed to the faculty and the students and also prominently displayed on the notice boards. The College plans and organizes the teaching, learning and evaluation schedules in accordance with the academic calendar. In case of any changes in the academic calendar at the part of the university, the modifications are again disseminated to the students via notices/classroom announcements.

2.6 – Student Performance and Learning Outcomes

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

http://www.hpuniv.ac.in/university-detail/home.php?examination

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	UG	283	150	53
BSC	BSc	UG	175	86	49
B Com	BCom	UG	116	90	78
BCA	BCA	UG	23	3	13
PGDCA	PGDCA	PG	25	20	80
MA English	MA	PG	4	4	100
M Com	MCom	PG	19	19	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the

questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	365	DBT	0.47	0.47

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

No file uploaded.

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Chemistry	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	1	3.78

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference

Proceedings per Teacher during the year

Department	Number of Publication
Nil	Nill

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Resource persons	Nill	1	1	Nill
Presented papers	Nill	3	Nill	Nill

No file uploaded.

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cleanliness Green Campaign	NSS/ Rangers Rovers	5	100
Cultural Programme	NSS	10	100
Swachhata Hi Seva	NSS/ Rangers Rovers	5	100
Sports Day	Deptt of Physical Education	10	150
Tree Plantation	NSS/Rovers Rangers	5	50
National Nutritional Campaign, Poster Making Slogan	NSS	5	100

Writing			
World Aids Day, Poster Making, Slogan Writing	Red Ribbon Club	6	40
Poster Making, Slogan Writing Declamation Contest	Anti Drug Cell	4	30
Legal Awareness	College Administration	15	250
Eat Right India	Community College	5	30
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nill
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Abhiyan	NSS/Rangers Rovers	Swachhata Hi Seva	5	100
Deptt of Health Family Welfare	Red Ribbon Club	World Aids Day	6	40
Women Empowerment	GC Paonta Sahib ICFAI Dehradun	Women Empowerment	5	23
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Academia Industry	Fruit Canning Unit	27/05/2019	01/06/2019	6 Students of Food

	Interface	Dhaulakuan Sirmour, H.P.			Processing Programme sponsored by UGC Community College Scheme
Industrial Visit	Academia Industry Interface	Fruit Canning Unit Rajgarh, Sirmour, H.P.	14/05/2019	14/05/2019	19 Students of Food Processing Programme sponsored by UGC Community College Scheme
Internship	Academia Industry Interface	Copmed Pharma, Mankind Group, Gondpur Paonta Sahib	20/05/2019	15/06/2019	24 Students of Pharmaceuticals Diploma Course Under UGC Community College Scheme
Internship	Academia Industry Interface	Tirupati Wellness, Paonta Sahib, Sirmour, H.P.	20/05/2019	15/06/2019	8 Students of Pharmaceuticals Diploma Course Under UGC Community College Scheme
Internship	Academia Industry Interface	Zeon Life Sciences, Paonta Sahib, Sirmour, H.P.	20/05/2019	15/06/2019	5 Students of Pharmaceuticals Diploma Course Under UGC Community College Scheme
Industrial Visit	Academia Industry Interface	Himalayan International Pvt Ltd, Paonta Sahib, Sirmour, H,P.	11/02/2019	11/02/2019	12 Students from Food Processing Unit of Community College and 21 Students of BSC Medical 6th Semester of the College

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Himachal Chamber of Commerce Industry, Paonta Sahib, Sirmour, H.P.	28/06/2019	Training, Placement Curriculum Development	100

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
102.7	27.29

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Seminar halls with ICT facilities	Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Journals	8	15264	Nill	Nill	8	15264
CD & Video	25	10975	5	2500	30	13475

Library Automation	**9109**	**1786926**	**513**	**175000**	**9622**	**1961926**
Weeding (hard & soft)	**30**	**7924**	**Nill**	**Nill**	**30**	**7924**
Text Books	**8368**	**1294681**	**500**	**150000**	**8868**	**1444681**
Reference Books	**741**	**492245**	**13**	**25000**	**754**	**517245**
e-Books	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**
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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	**41**	**2**	**1**	**1**	**1**	**1**	**7**	**2**	**0**
Added	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total	**41**	**2**	**1**	**1**	**1**	**1**	**7**	**2**	**0**

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

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
No Data Entered/Not Applicable !!!	

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 incurredon maintenance of physical facilites
8.26	**8.26**	**102.7**	**27.29**

 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)

Various maintenance committees have been formed for the general maintenance and minor repairs relating to electricity, water, sanitation etc. Building and Furniture Committee, Campus Beautification and Cleanliness Committee, Library Committee, Sports Affairs Purchase Committee, Toilet Cleanliness Supervision Committee and Local Purchase Committee take care of maintenance and repair of the areas under their jurisdiction. Further, Annual Maintenance Contracts have been signed for the maintenance and error free functioning of Computers and electrical equipment. Any major construction work is carried out through the approved Govt Procedures. All these committees are displayed and uploaded on the college website.

http://gcp.ac.in/wp-content/uploads/2017/09/admin_assignments19-20.pdf

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	0	0	0
Financial Support from Other Sources			
a) National	ST/SC/OBC/IRDP/MINORITY SCHEME	32	480000
b)International	0	Nill	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	01/07/2018	560	Faculty Members of Institution
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Rojgar Mela in Collaboration with Jio Infocom Pvt Ltd	Nill	Nill	8	4
2019	Career Counselling 20-02-2019	250	250	Nill	Nill
2019	Career	200	200	Nill	Nill

| 2019 | Career Counselling in Performing Arts 28-03-2019 | 150 | 150 | Nill | Nill |

Counselling 21-02-2019

| No file uploaded. |

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Reliance Jio Infocom Pvt Ltd	80	4	Tirupati Group Zeon Life Sciences	11	11

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	5	Shree Guru Govind Singh Ji Government College Paonta Sahib	Economics	Shree Guru Govind Singh Ji Government College Paonta Sahib	MA Economics
2018	5	Shree Guru Govind Singh Ji Government College Paonta Sahib	English	Shree Guru Govind Singh Ji Government College Paonta Sahib	MA English
2018	6	Shree Guru Govind Singh Ji Government College Paonta Sahib	Hindi	Shree Guru Govind Singh Ji Government College Paonta Sahib	MA Hindi
2018	20	Shree Guru Govind Singh	Commerce	Shree Guru Govind Singh	M Com

| 2018 | 10 | Shree Guru Govind Singh Ji Government College Paonta Sahib | Multidisci linary | Shree Guru Govind Singh Ji Government College Paonta Sahib | PGDCA |

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

Items	Number of students selected/ qualifying
NET	Nill

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

Activity	Level	Number of Participants
Sangeet Madhuri	Institution	150
Annual Cultural Programme PAHAL	Institution	600
NSS Cultural Programme	Institution	100
Annual Athletic Meet	Institution	200
Annual Sports Day	Institution	300

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Participation in North Zone Inter University Hockey Championship	National	1	Nill	12001	Mokshika Pundir
2018	Participation in North Zone Inter University Hockey Championship	National	1	Nill	8023	Mahima
2018	Participation in North Zone	National	1	Nill	12013	Lalita Devi

	Inter University Hockey Cha mpionship					
2018	Particip ation in North Zone Inter University Cricket Ch ampionship	National	1	Nill	8037	karan Chauhan
2018	Particip ation in North Zone Inter University Cricket Ch ampionship	National	1	Nill	3526	Sachin Sharma
2018	Particip ation in North Zone Inter University Cricket Ch ampionship	National	1	Nill	7041	Sunny Sharma
2018	Particip ation in North Zone Inter University Hockey Cha mpionship Men	National	1	Nill	12016	Vinod Kumar
2018	Particip ation in North Zone Inter University Hockey Cha mpionship Men	National	1	Nill	12014	Kapil
2018	Particip ation in North Zone Inter University Hockey Cha mpionship Men	National	1	Nill	5012	Khursheed Ahmed
2018	Particip ation in North Zone Inter University Hockey Cha	National	1	Nill	12020	Sunil Joshi

	mpionship Men						

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

The 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, 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. A student suggestion/complaint 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.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The GCP Alumni Association has been constituted and registered under the Himachal Pradesh Societies Registration Act, 2006 at SDM Office Paonta Sahib vide Registration No. 36/2016 Dated 05/11/2016. The Governing Body of GCP Alumni Association consists of the following members:- Chief Patron : Principal President: Sh. Vishnu Bhardwaj Vice-President: Sh Santosh Gupta General Secretary: Dr. Jahid Ali Malik Joint Secretary: Ms. Deepika Sharma Treasurer: Sh. Sanjay Kumar Advisor: Ms. Deepa Chauhan Internal Auditor: Sh. Rinku Aggarwal The meeting of Alumni association is held annually. The detail of the Alumni Association along with membership form is available on the college website

5.4.2 – No. of enrolled Alumni:

<div align="center">23</div>

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

<div align="center">0</div>

5.4.4 – Meetings/activities organized by Alumni Association :

Different activities are organised by the Alumni Association. A MCQ based competitive test was organised on the theme Know Your State on dated 5th March 2019 with the basic thrust to update and motivate the students for the various competitive exams conducted by Himachal Pradesh Public Service Commission and other State Level Agencies.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The complete system of administration and executing departments of the college are fully decentralized. To accomplish the various assignments pertaining to

the quality up gradation, 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 PGDCA) and the Community College. Further, for the maintenance of the quality standards, the College Advisory, coordinators/ conveners 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 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):

Strategy Type	Details
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.
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 with Career Guidance cell and they are also invited to the 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 by the career counselling cell to educate the students regarding latest trends of the market. Industry is playing vital role in running courses especially under Community College. Further, President ,Himachal Chamber of Commerce and Industry, is an integral part of IQAC of the college, and offers valuable suggestions/recommendations for quality enhancement in all aspects of the institution.
Human Resource Management	Teaching as well as non teaching members of staff are included in various committee 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.
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.
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
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.
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.
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

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

E-governace area	Details
Planning and Development	Yes
Administration	Yes
Finance and Accounts	Yes
Student Admission and Support	No
Examination	Yes

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Sangeet Madhuri	Nil	28/03/2019	28/03/2019	10	Nill
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC Sponsored Refresher Course on Information Communication Technology RC 304	1	18/06/2018	07/07/2018	20
UGC Sponsored Refresher Course in Botany	1	01/12/2018	21/12/2018	21
National Workshop on In-Silico Approach	1	14/01/2019	20/01/2019	7

for Modelling New Materials : Methodology and Applications				
UGC Sponsored Shorty Term Course on Research Methodology	1	03/06/2019	08/06/2019	6

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
28	35	14	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Canteen Facilty, parking, First Aid	Canteen facility, Parking,	Book Bank, Canteen facility, Pure Drinking Water facility, Career Counselling Cell, Sports Facilities, Parking Facility, First Aid, Gym, Table Tennis etc indoor games

6.4 – Financial Management and Resource Mobilization

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

YES, 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. Internal Audit is conducted by the College Barsar. Further Internal audit of Parent Teacher Organisation Fund is conducted in the General House of PTA which is held annually at the time of the formation of New P T A Executive. The external audit is conducted by the Chartered Accountant forthe Local Funds and in case of Govt Funds, the audit is conducted by the Auditor General of Himachal Pradesh on periodic basis.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
College Parents Teachers Association, Self Financing Courses of BCA and PGDCA	2710266	General Development of the College and to finance the salary and equipments pertaining to Self Financing Courses

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6.4.3 – Total corpus fund generated

2710266

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Directorate of Higher Education	Yes	Principal
Administrative	Yes	Chartered Accountant, Auditor General of Himachal Pradesh	Yes	College Bursar,

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

* Construction of Student Parking, Rs.68773- • Repair of College Canteen, Rs. 8760- • Meshing of Corridors, RS. 350,000-

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

District Level Training Programmes for the Ministerial Staff from Time to time

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

Installation of White Boards in all existing Class Rooms and Labs Creation of Two Smart Class Rooms/ Conference Hall Installation of Advanced RO System for students. Creation of Independent parking Facilities for Students. Upgradation of Existing Chemistry Lab (Instrumental) Purchase and placing of Iron Sitting Benches for Students. Placing the order for the installation of Centralised Heavy Duty Generator Set for the uninterrupted power supply. Introduction of Computer Science as an Elective Subject for the students of Non-Medical Stream.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
A series of Eco friendly initiatives have been taken through NSS, Rangers Rovers and Eco-club of the institution. All conventional bulbs have been replaced by the energy efficient LED lights. Further, the process for acquiring solar lamp posts has been initiated.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	**Yes**	**4**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	**1**	**1**	**30/01/2019**	**7**	**Swachhata Abhiyaan of Adopted Village**	**Cleanliness Hygiene**	**112**

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	**18/06/2018**	**Anti Ragging cell, Regular Attendance, campus cleanliness, Proper use of dustbins, Mandatory Bearing of identity cards, Code of Discipline and Acts of Indiscipline**

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Ekta Diwas	**31/10/2018**	**31/10/2018**	**500**
Eat Right India	**20/12/2018**	**20/12/2018**	**30**
Surgical Strike Day	**29/09/2018**	**29/09/2018**	**100**
value Based Story Writing Competition (Smart Phone)	**20/10/2018**	**20/10/2018**	**14**
International Yoga Day	**21/06/2019**	**21/06/2019**	**200**

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

1. 120 Ornamental and medicinal plants were planted by the NSS and Rovers-Rangers Volunteers under Clean Green Campaign during 11-29 August 2018. 2. Use of dustbin placed at various places in the campus. 3. Solid Waste management through vermicompost plan. 4. Plantation Drive By Green Wave Eco Club and NSS. 5. Fully Plastic Tobacco Free Campus. 6. Special Cleanliness camps organised by the NSS Eco Club from time to time

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 1. Skill Based Courses under Community College Scheme The objective of Community College is to provide employable and certifiable skills-based education in accordance with National Occupational Standards (NOSs) with necessary general education to Senior Secondary School pass-outs not willing to join existing higher education system. To provide opportunities for vertical mobility to move up to higher levels in education in future. The Context Relevance of Vocational Education Todays major concern is that formal education does not provide suitable skills to make candidates employable. In any industrial sector, there is a huge requirement for skilled manpower. This requirement is not for the jobs at top of the pyramid the demand is at the bottom of the pyramid where there is a huge skill gap. With such potential available, key requirement is to skill todays youth, which is possible through Vocational Education. In the context of the current highly competitive and dynamic environment, students often lack the first-hand experience and requisite skills to deal with the real life problems. Scope of Entrepreneurship Today, youth possesses immense aspirations. Their abundant energy and talents need to be channelized in the right direction. They need to be motivated through inspirational leadership so that they can identify opportunities and deliver the best solutions for the progress of the society. Education and Industrial interconnectedness throw up many challenges and the institution is trying to take up and address a few of these.Helping young students to become economically independent through employment and entrepreneurship is the principal challenge that the college seeks to address. About Community College Scheme The community college scheme provides a flexible learning opportunity with multiple exit point to the learners irrespective of their age. The scheme provides employable and certifiable skills with necessary general education to Senior Secondary School pass-outs not willing to join existing higher education system. Industrial Potential of Paonta Sahib and Job-Prospects Our College is located at Paonta Sahib, which which has emerged as the fast developing industrial town of Sirmaur district with the setting up of medium and small-scale industries. Based on an extensive analysis of industries in and around Paonta Sahib, the college decided to select food processing and pharma as the preferred trades and accordingly in March 2014, the college sent the proposal to UGC for two skill-based courses (i.e. Advance Diploma in Food Processing Advance diploma in Pharmaceuticals) under community college scheme. The UGC approved both the courses under this scheme to our college vide F. 1-426/2014 (CC). The Practice Governance The community college has constituted a separate Board of Management (BoM) for its effective governance as per UGC Guidelines. BoM include representative(s) of the local partner industries, relevant Sector Skills Council(s), and Nodal Officer of CC. The Principal of the college is the Chairman of the BoM. BoM meets periodically to review the functioning of the CC and, thereafter, as and when required, but at least once in six months. Curriculum Development The community college scheme provides ample flexibility in curriculum development. Under Community College, the course curriculum is developed by the local board of studies under the overall framework as defined by the respective Sector Skill Council. The Board of Studies (BoS) of Community College have representatives from the college, partner industries and relevant Sector Skill Council(s) This reflects the academia-industry collaboration

wherein the course curriculum is developed and designed in accordance with the requirements of the local industry. The BoS decides the courses to be offered by the CC, depending upon the industry needs, and finalise the course curriculum in modular form in consultation with the partner industry and relevant Sector Skill Councils (SSCs). Admission Fee and Scholarship A nominal fee is charged from the students the rate of which is decided by the BoM. At present the admission fee for both courses is Rs. 4000/- per semester. In order to motivate students to join courses under the scheme, an scholarship of Rs. 1,000/- per month is provided by the UGC to the students at the end of each semester, subject to their satisfactory attendance and on successfully qualifying the end semester examination without any back paper/back log. In effect, the scholarship amount for the semester amounting Rs. 6,000/-exceeds the admission fee per semester amounting Rs. 4,000/-. Therefore, there is no financial burden on the students. Evidence of Success Because of keen interest of students to learn skills, the college has given 100 results in last two assessments. As the courses are job oriented, so the students' placements are the main target of the practice. The college has managed to get the MoU's with various local industries along with Himachal Chamber of Commerce and Industry, for training and placement. The institution has developed its capacity, enhanced its infrastructure, financial capabilities, human resources etc.The college is able to provide education catering to diversified needs to the learners of the area.The students have more options of employment opportunities in the private sector. 2. Inculcation of Moral and Cultural Values, Character Building and Personality Development through National Service Scheme (NSS). The sole aim of the NSS is to provide hands on experience to young students in delivering community service. The programme aims to instil the idea of social welfare in students, and to provide service to society without bias. NSS volunteers work to ensure that everyone who is needy gets help to enhance their standard of living and lead a life of dignity. By doing so, volunteers learn from villages peoples that how to lead a good life despite inadequate resources. it also provides help in natural and man-made disasters by giving food, clothes and first aid to disaster victims.The motto of National Service Scheme is NOT ME BUT YOU CONTEXT The NSS has been very effective as it is a low investment and high dividend scheme. Special emphasis has been laid on NSS in the national policy. The scheme is not only useful but also essential for the full development of the personality of the students particularly in the context of the campus situation in the country whose besides purely academic work other opportunities for personality development are scarce expect the NCC and sports etc. THE PRACTICE There are two types of programmes under NSS. These are:- 1. REGULAR ACTIVITIES : Regular Activities under which students undertakes various activities in the adopted villages, college campuses and urban slums during the working periods or after college hours and 2. SPECIAL CAMPING: Special Camping programmes under which camps of 7 day's duration are organised in adopted villages or urban slums during vacation with some specific project in hand and with the involvement of the local community. An NSS Volunteer puts at the outset 120 hours of social work in one year for two years i.e 240 hours in two years on different programmes and special camping. After completing 240 hours of regular social campaign, an NSS Volunteer becomes entitles for certificate. ASPECTS OF NSS ACTIVITIES- The NSS programmes undertaken either under regular or special camping cover four aspects: 1. INSTITUTIONAL WORK: The students may be placed in selected welfare agencies outside the campus to work as volunteers 2. INSTITUTIONAL PROJECTS: Improvement of campuses, Plantation 3. Cleanliness drive and construction of play fields etc. 4. RURAL PROJECTS: Eradication of illiteracy, Health, hygiene, Sanitation, saving drives, construction of rural roads etc. 5. URBAN PROJECTS: Adult education, welfare of slum dwellers, training in civil defence, setting up of first aid posts, hospital work etc. EVIDENCE OF SUCCESS • The enrolment of Volunteers in NSS has increased rapidly in past five years from 60 to 200. • The Volunteers participated in various

inter and intra-college cultural activities. The NSS volunteers who won many competitions organised by NSS in the college were selected for Inter-College Youth Festival Competitions and had been the winners in COLLAGE MAKING, DEBATE, and DECLAMATION. • The NSS Unit organises Blood Donation Camps regularly. • The Volunteers witnessed and participated in the launching of "Swachch Bharat Abhiyan" on 02nd October, 2015 and from then it has organised many cleanliness drives inside and outside the college campus. • The NSS Unit organise Plantation Drives during the months of July and August every year. The campus is planted with at least 120 plants within the last four years. • The volunteers are publicizing the making of Plastic Bottle Bricks among the college students and civilians at Kulhal Pool through Awareness Campaign. • To enhance rapport and the team spirit among the volunteers the cultural programmes are regularly organised by the unit on NSS DAY etc. The Mehandi competitions are organised by the Unit to make the ambience colourful and mirthful on the occasion of Teej and Karwa Chauth. • The Unit is working in collaboration with the Rotary Club Paonta Sahib to spread its range of activities like the volunteers participated in Painting Drive on Yamuna Path, Plantation on Yamuna Path, and marathon on Independence Day, 2019.

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-Practices-2018-19.pdf

7.3 – Institutional Distinctiveness

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

The NSS Units of the College has been instrumental in attaining the Mission of the College i.e. ??????? ??? ?? ?????? (shilvritphala hi vidya) ?The Fruit of Learning is Good Character and Righteous Conduct. It vividly encapsulates the actions of the Institution and spells out its overall goal by providing the path and guide to decision-making. The NSS units of the college, through various extension activities related to different aspects of social life, have sensitized the students towards diversity issues and generated social responsibility among students towards all the sections of community. These units have imparted required skills to the volunteers and other students to adapt to the changing needs of the society and try to contribute positively to the welfare of the society and to inculcate the value of discipline in work and conduct among the students. Further, through its activities such as Tree Plantation, Cultural Programme, Cleanliness drives Green Campaign, National Nutritional Campaign etc. the NSS units engage students in issues of gender equality, human rights and ecology in order to make them, socially aware and responsible citizens of the society.

Provide the weblink of the institution
http://gcp.ac.in/wp-content/uploads/2017/01/Vision-and-Mission.pdf

8.Future Plans of Actions for Next Academic Year

Future Plan of Action for the Year 2019-20 1. Purchase of Reference Books for the College Library for all the subjects having Post-Graduate Classes i.e. Economics, English, Hindi, and Commerce. Also the required almirahs to be purchased for these reference books. 2. To Complete the process of establishment of Two Designer Sheds along with appropriate sitting arrangements as a substitute of Common rooms, since the creation of common room is not feasible in view of the ongoing construction of the college building. 3. A series of Special Sessions to be organised by the Career Counselling/Job Placement Cell of the College. 4. Under the Skill Development Drive of the Govt (Indian Institute of Skill Development, Himachal Kaushal Vikas Nigam), different skill development/training

programmes will be launched for the outgoing students of the college (5th Semester) for their proper grooming at the undergraduate level. 5. Renovation of Abdul Kalam Block for the conduct of intra-college activities that don't need audio visual system. 6. Two Suggestion Box to be placed in the College- One each for'Internal Quality Assurance' and 'Woman Grievances' 7. A separate register will be maintained for recording suggestions and action taken on periodical basis. 8. Workshops on the contextual/relevant themes to be organised by the Departments of Chemistry, Botany and Zoology. 9. Installation of six Air-Conditioners for Smart Multi-purpose Hall in view of the hot and humid climatic conditions of the city. 10. One More main class room to be converted into smart class room by installing Internet enabled audio-visual system. 11. Also the old smart room (202) will be made functional by reinstalling the removed equipment. 12. The renovation of the College playground (which is already under progress) to be completed which includes raising of boundary wall with barbed wired fencing raising of 2 or 3 stairs steps along the boundary wall and a Multipurpose Stage with covered designer roof for the conduct of outdoor college functions.. 13. Installation of Centralized Heavy Duty Generator Set (which is already under process) to be completed. 14. Establishment of an Internet enabled Multi-purpose Digital Lab with capacity of 30 Systems approx. 15. Two Computer Systems with the shared Printer to be installed in the staff room. 16. Creation of the Online Students Satisfaction Survey portal on the college website. 17. Installation of the Public Address System in the college corridor to transmit the immediate information to students in case of such exigencies. 18. Two badminton courts to be constructed in the college premises. 19. The college website will be updated and modified at regular interval. 20. The process for the Construction of Independent Block for Post Graduate Classes to be started.