



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SHREE GURU GOBIND 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

<b>2. Institutional Status</b>					
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.		9418063730			
Registered Email		gcp.ac.in@gmail.com			
Alternate Email		gcpaontasahib@gmail.com			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://gcp.ac.in/wp-content/uploads/2021/05/GCP-AOAR-2018-19.pdf">http://gcp.ac.in/wp-content/uploads/2021/05/GCP-AOAR-2018-19.pdf</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		No			
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	2.79	2017	02-May-2017	01-May-2021
<b>6. Date of Establishment of IQAC</b>			19-Oct-2016		
<b>7. Internal Quality Assurance System</b>					
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		
Workshop on Medical Diagnosis & First Aid was organised by the Deptt of Zoology	19-Dec-2019 02		40		
Installation of Two	14-Nov-2019		2446		

Suggestion Boxes-Each for IQAC & Women Grievances/Gender Discrimination Cell	01	
Installation of Centralised Heavy-Duty Generator Set for Uninterrupted Power Supply	09-Sep-2019 01	2446
Introduction of Skill Development Programmes-CRM & BFSI	01-Oct-2019 365	180
Installation of Workstation in Multipurpose Digital Lab	05-Mar-2020 01	2446
Special Lecture on Skill Development	26-Jul-2019 01	300
Conversion of One additional main Class Room to Smart Room	31-Mar-2020 01	2446
National Seminar on Recent Advances & Future Trends in Chemical Sciences organised by Deptt. of Chemistry	20-Feb-2020 02	150
Two days National Workshop on Floriculture organised by Deptt of Botany	25-Feb-2020 02	150
Two Days National Workshop on Food Adulteration organised by Deptt of Chemistry	27-Sep-2019 02	40
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**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 Infrastructural Grant	Centre-State Govt	2018 1	10000000
Shree Guru Govind Singh Ji Government College Paonta Sahib	Star College Scheme	DBT Govt. of India	2019 1	6300000
Shree Guru	Salary	State Govt	2020	43327929

Govind Singh Ji Government College Paonta Sahib			1	
Shree Guru Govind Singh Ji Government College Paonta Sahib	Medical Reimbursement (Regular Staff)	State Govt	2020 1	62202
Shree Guru Govind Singh Ji Government College Paonta Sahib	Medical Reimbursement (Retirees))	State Govt	2020 1	835524
Shree Guru Govind Singh Ji Government College Paonta Sahib	Office Expenses	State Govt	2020 1	200000
Shree Guru Govind Singh Ji Government College Paonta Sahib	Travel Expenses	State Govt	2020 1	1206
Shree Guru Govind Singh Ji Government College Paonta Sahib	National Service Scheme	Centre-State Govt	2020 1	86400
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	2
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	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	

1. As a drive towards employment generation and skill upgradation, two skill development programmes were introduced i.e. Customer Relation Management (CRM) and Banking Financial Services (BFSI). These programmes were exclusively introduced for the outgoing students of the college. A Total of 180 Students (90 each) were enrolled and imparted skill upgradation, training and retraining.

2. Conversion of one additional main class room (Room No 101) to smart room with internet enabled audio-visual Android Based Digital Flat Panel to extend the audio-visual teaching aid to the students.

3. Two Suggestion Boxes - each for "Internal Quality Assurance Cell" and "Women Grievances & Gender Discrimination" has been installed and placed at the appropriate place. The suggestions and grievances received are settled periodically and placed before IQAC meeting.

4. The online student's satisfaction survey portal has been created on the college website as per the NAAC guidelines. The feedback of final year students has been received in this regard.

5. Execution/implementation of the recommendations made during IQAC meetings through the various committees/cells/clubs/societies and periodic follow up and monitoring of the work assigned to the respective committees.

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

Plan of Action	Achievements/Outcomes
Establishment of an Internet enabled Multi-purpose Digital Lab with capacity of 30 Systems approx.	Multi-purpose digital lab has partially been completed by installing 34 workstations. The process of purchase & installation of Computer system is under progress.
Workshops on the contextual /relevant themes to be organised by the Departments of Chemistry, Botany and Zoology under DBT (Govt of India) Star College Scheme.	A National Workshop on Food Adulteration organised by the Deptt of Chemistry under DBT sponsored Star-College Scheme on dated 18th March 2020. This workshop was participated by 150 participants from across North Indian States, faculty members of this college along with stake holder students of participating departments (Chemistry, Botany & Zoology). 2. Two Days National Workshop on Floriculture, organised by Deptt. of Botany, SGGSJ Govt College Paonta Sahib H.P. in collaboration with Regional Horticultural Research & Training Station (RHRTS) Dhaulakuan on 25-26th February 2020. 3. A Workshop on Phytochemical Screening was organised by Deptt of Botany on 14th December

	<p>2019 and another Workshop on Medical Diagnosis &amp; First Aid was organised by the Deptt of Zoology on 19-20 December 2019. Both these workshops were participated by the Star College participating departments along with 40 stakeholder students.</p>
<p>One More main class room to be converted into smart class room by installing Internet enabled audio-visual system.</p>	<p>To extend the audio-visual teaching aid to the students, one more class room (RN 101) has been equipped with internet enabled Android Based Digital Flat Panel and is now functional.</p>
<p>A separate register will be maintained for recording suggestions and action taken on periodical basis.</p>	<p>Separate registers have been maintained to record the suggestions and action taken report in respect of the suggestion boxes pertaining to IQAC and Women Grievances/Gender Discrimination.</p>
<p>Two Suggestion Box to be placed in the College- One each for 'Internal Quality Assurance' and 'Woman Grievances' &amp; Gender Discrimination</p>	<p>Two Suggestion Boxes - each for "Internal Quality Assurance Cell" and "Women Grievances &amp; Gender Discrimination" has been installed and placed at the appropriate place. The suggestions and grievances are received and settled periodically and placed before IQAC meeting.</p>
<p>To Complete the process of establishment of Two Designer Sheds along with appropriate sitting arrangements as a substitute of Common rooms,</p>	<p>Two Designer Sheds as an alternative to the Common room have been established with proper sitting arrangements.</p>
<p>To 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</p>	<p>Five almirahs for the college library have been purchased exclusively for the reference books pertaining to the Post Graduate classes. Further, the process of purchase of reference books for Post graduate classes could not be purchased due to the outbreak of covid19 pandemic. But now the process is at the final stage, and thus will be completed during the year 2020-21.</p>
<p>A series of Special Sessions to be organised by the Career Counselling/Job Placement Cell of the College.</p>	<p>To address skill, training and grooming needs of the students, a Special Session on Skill Development was organised by the Career Counselling Cell/Job Placement Cell of the college in collaboration with 'Himachal Pradesh Kaushal Vikas Nigam' and 'Indian Institute of Skilled Development' on dated 26-07-2019. This session was participated by about 300 students of the college. 2. Also Two skill development programmes were introduced i.e. Customer Relation Management (CRM) and Banking &amp; Financial Services (BFSI). A Total of 180 Students (90 each) were enrolled and imparted skill</p>

	upgradation, training and retraining.
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 for their proper grooming at the undergraduate level.	Two skill development programmes were introduced i.e. Customer Relation Management (CRM) and Banking & Financial Services (BFSI). These programmes were exclusively introduced for the outgoing students of the college. A Total of 180 Students (90 each) were enrolled and imparted skill upgradation, training and retraining.
To Install Centralised Heavy Duty Generator Set (which is already under process) to be completed.	For uninterrupted power supply, the Centralised Heavy Duty Generator Set has been installed and is now operational.
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<b>14. Whether AQAR was placed before statutory body ?</b>	No
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	05-Feb-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Yes , the Management Information System is extensively utilized in the overall functioning of the College. The institute is currently running the following modules which are operational by College, State Government and the Himachal Pradesh University Shimla. 1. PMIS for Employee Staff (at Govt Level). 2. ESalary for Employee Staff (at Govt Level) 3. EService Book (at Govt Level) 4. Scholarship HP EPASS (Govt Level) 5. EExamination (HP University Level) 6. PFMS (Govt Level) 7. Fee Collection Software (College Level) 8. NList (National Level) 9. Continuation Comprehensive Evaluation (CCE) 10. Online Entry of CCA and Practical Marks. 11. Attendance record of students (Daily Basis Class wise Subject wise) 12. Data Base back up

## 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 college follows the curriculum designed and implemented by the Himachal Pradesh University Shimla through Boards of Study in all subjects offered by the university. The Board of study for a subject includes senior professors in the subject and representatives from various colleges. The course is updated from time to time as per the changing needs of the students, new advancements in subjects and policies introduced by the Department of Higher education from time to time. The institution adheres to the instructions 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 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 where effective strategies are devised, keeping in view the staff and infrastructural constraints, for the implementation of the curriculum. The first step in curriculum delivery is the formulation of a compact time-table. The time table is framed to optimize the infrastructure while maintaining discipline in the college. Thus subjects are staggered in a way so as to maximize the utilization of lecture halls, laboratories, Library and playground. 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 class. The department wise time table in case of the department having more than one faculty member is divided with mutual understanding to allow the teachers to take care of other assignments allocated to them. The courses are distributed among teachers to be completed individually in most instances. However, in certain subjects/ courses, the syllabus/units may be shared among the teachers. The teachers complete the syllabus within the allotted time. Apart from the curriculum, the students are encouraged to participate in activities organized by the college and the university. The students are encouraged to provide feedback regarding the completion of the curriculum. Documentation for curricular and extracurricular activities carried out in college is maintained. The activities carried out in the college during the year are documented in a special activities register. The Librarian maintains a date wise record of the the news clippings mentioning college activities appearing in various newspapers. The In-charges of the various cells of the college maintain documentation about the activities, enrolment and expenses of their respective cells. The Internal assessment is maintained in the office and in the respective departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development



Nil	Customer Relations managment	01/10/2020	365	Yes	Yes
Nil	BFSI	01/10/2020	365	Yes	Yes

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

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
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	180

## 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
Skill Development Programme in Customer Relations Management	01/10/2020	90
Skill Development Programme in BFSI	01/10/2020	90
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
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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
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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 generates the constructive feedback related to curriculum enrichment, which are forwarded to the University authorities and Government 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 Head of Departments. Thereafter, the suggestions are implemented through Internal Quality Assurance Cell. The Career Counselling and Placement Cell is involved in providing career inputs, updating students about the various career options, assisting the student community about the various courses being run by other institutes of Higher Education. This year the institution experimented with online feedback from students through a questionnaire available as a google form linked to the college website. The students were encouraged to fill the feedback through the link. A random sample of students filled the feedback forms. Printouts of the responses were taken and analysed. A report was compiled based on the analysis of the responses.

## 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
BA	UG	645	645	645
BSc	UG	161	161	161
BCom	UG	250	250	250
BCA	UG	50	50	50
PGDCA	PG	50	50	50
MA	PG	60	60	60
MCom	PG	20	20	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
2019	2446	72	23	Nil	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-	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
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	Resources)				
37	37	3	5	5	2
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

### 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 had been planned to introduced into the first and second year students of the college under the annual mode but could not be introduced. Therefore presently the college does not have the well structured mentor-mentee system, but the teachers always monitor the students activities i.e. academic, cultural, sports and other cocurricular activities etc. in the class room as well as out side the class room within the college premises. The students are encouraged to open up and share their feelings and problems which can include anything varying from personal, academic or peer pressure faced by the students within and outside the campus. All the issues/concerns of students are properly addressed by all the concerned faculty members throughout the year in both offline and the online mode as well. Students do approach their teachers freely for both educational and personal guidance. The teachers counsel them as often as necessary, advise them how to solve their problems and make them feel confident about improving their quality of life. Teachers of the students play an important role as a trusted advisor, guiding students in their academic pursuits and also for their emotional, intellectual and psychological development. The students are guided to make the optimum use of their college life, maximizing their academic potential and promoting their personal development. The NSS students not only organised camps and special camps in the college but also conducted camps in its adopted nearby areas demonstrating various issues to make the people aware about their health, sanitation and education. The Physical Education Department of the College mentored maximum number of students in sports activities from time to time throughout the session. They organised various sports activities throughout the year in which students from different streams participated in different sports activities. Every year, the Physical Education Department organises Annual Athletic Meet where the students exhibit their talent and are duly rewarded by the College. To acquaint the students in modern academic developments and new researches the teachers regularly organize Seminars, Conferences and Extension Lecturers etc...

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2446	37	1:66

## 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	33	4	2	15

### 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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 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
BSc	B Sc	1st Year	14/05/2019	11/09/2019
BCom	B Com	1st Year	14/05/2019	11/09/2019
BA	BA	1st Year	14/05/2019	11/09/2019
BCA	BCA	1st Sem	15/11/2019	Nill
MA	MA	1st 3rd Sem	26/12/2019	Nill
MA	MA	2nd 4th Sem	29/06/2019	Nill
BA	BA	4th Sem	09/05/2019	Nill
BCom	B Com	4th Sem	09/05/2019	Nill
BSc	BSc	4th Sem	09/05/2019	Nill
BA	BA	6th Sem	08/05/2019	Nill

[View File](#)

#### 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 etc. 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 through a series of induction programmes for new students about their course structure, 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 update 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 as prescribed by the university. Frequent Tutorial Classes are taken to guide and acquaint the students with the system of continuous internal evaluation. Class Tests are conducted from time to time to evaluate and assess the students' performance. Regular assignments are given to the students to evaluate their performance. Mid term exams are also conducted before the semester to acquaint the students with the question pattern and examination. Attendance of the students is taken very seriously for their continuous evaluation. In some departments National Seminars and workshops were also organised to acquaint the students with the upgraded knowledge which comes through the research and investigation.

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

words)

Since the college is affiliated to Himachal Pradesh University, Shimla, therefore 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 academic calendar is also uploaded on the college website. The institution 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. In addition to the University Academic calendar the College has its own academic monitoring system. Keeping in view the total working days the teachers, prepare subject wise academic plan to be covered. 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. Though the college follows the University Calendar for final examination and the datesheet issued by the university, the Mid-Term Examination dates, however, are fixed at the college level keeping in view the Youth Festival calendar of the University, and other factors like coverage of syllabus.

## 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.gcp.ac.in>

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
MA Hindi	MA	PG	14	14	100
MA Economics	MA	PG	14	14	100
MCom	MCom	PG	18	15	83
MA English	MA	PG	3	3	03
PGDCA	PGDCA	PG	20	15	75
BCA	BCA	UG	28	10	36
BCOM	BCom	UG	128	87	68
BSC	BSc	UG	165	108	65
BA	BA	UG	345	261	76

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## 2.7 – Student Satisfaction Survey

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

<http://gcp.ac.in/wp-content/uploads/2021/05/2.7.1-Partial Students Satisfaction Survey 2019 N.pdf>

**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 Govt Of India	1.63	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
Two Days National Workshop on Floriculture	Botany, SGGSJ Govt College Paonta Sahib	25/02/2020
A Workshop on Phytochemical Screening	Botany, SGGSJ Govt College Paonta Sahib	14/12/2019
LPG Safety Awareness Programme	Chemistry, SGGSJ Govt College Paonta Sahib	19/11/2019

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 !!!				
<a href="#">View File</a>				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

**3.3 – Research Publications and Awards**

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
None	Nil

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	4.67

International	Chemistry	1	4.61
International	Economics	1	Nil
International	Economics	1	3.6
<a href="#">View File</a>			

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
Economics	2
<a href="#">View File</a>	

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
Effect of electron rich $\pi$ -linkers on the functional properties of dyes featuring dithieno[3,2-b:2'3'-d] pyrrole donor	Sunil Kumar	Dyes and pigments	2019	Nil	IIT Rurkee	1
Effect of auxiliary donors and position of benzothiadiazole on the optical and photovoltaic properties of dithieno [3,2-b:2'3'-d] pyrrole based sensitizers	Sunil Kumar	Solar Energy	2020	Nil	IIT Rurkee	2
A study of the practices and processes	swami Nath	Environmental Socio-Economic Studies	2020	Nil	Sciencedo De Gruyter, Poland	Nil

and benefit sharing of limestone mining in the Banour-Shiva Mining Region in Himachal Pradesh, India						
Relative Resource Use Efficiency in Maize Cultivation : A Study of Banor - Shiva Limestone Mining Region in Himachal Pradesh-	Swami Nath	Agricultural Situation in India	2020	Nil	Directorate of Economics and Statistics Department of Agriculture, Cooperation Farmers Welfare Ministry of Agriculture Farmers Welfare Government of India	Nil
<a href="#">View File</a>						

### 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
<b>No Data Entered/Not Applicable !!!</b>						
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Resource persons	Nil	1	1	1
Presented papers	5	3	Nil	Nil
Attended/Seminars/Workshops	7	32	Nil	16
<a href="#">View File</a>				

### 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
Solidarity March for Awareness regarding Disaster Risk Reduction	Disaster management cell	4	350
Mock Drill on Fire Safety	Disaster Management Cell in collaboration with HP State Disaster Management Authority Distt Disaster management Authority	35	200
national Workshop on Food Adulteration	Deptt of Chemistry	10	184
National Workshop on Floriculture	Deptt of Botany	10	45
City Cleanliness Drive	NSS	2	75
Seven Day Special Camp for Adotion of Slum Areas	NSS	2	109
One Day Camp on Gandhi jayanti Polythene Collection Drive in surrounding Area	NSS	2	200
Blood Donation Camp	NSS	10	30
Cleanliness Awareness Camp	NSS	2	24
One day Camp on Swachh Bharat under Sawchhata Pakhwara	NSS	2	80
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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
Blood Donation Camp	Certificate	IMA Dehradun	60
Seven Day Special Camp for Adotion of Slum Areas	Certificate	HP University Shimla	109
National Workshop on Floriculture	Certificate	SGGSJ Govt College Paonta Sahib	45

National Workshop on Food Adulteration	Certificate	SGGSJ Govt College Paonta Sahib	160
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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 activities	Number of students participated in such activities
Skill Development	Career Counselling Cell, Indian Institute of Skill Development Pvt Ltd	Introduction of Skill Development Programmes (CRM, BFSI)	5	300
Plantation Drive	NSS, Forest Deptt	Plantation in NSS Vatika	2	11
Plantation Drive	NSS, Rotary Club	Plantation in College Ground, Botanical Garden	2	10
Plantation Drive	Eco Club of SGGSJ Govt College paonta Sahib HP Forest Deptt, Hari Yamuna Sahyog Samiti	Plantation on the Bank of the River Yamuna	3	30
Drug Abuse	NSS Deptt of Home, Govt of HP	Prevention of Drug abuse and Alcoholism	5	82
Prevention of Corruption Drug Abuse	NSS Deptt of Home, Govt of HP	Prevention of Corruption and Drug Abuse	2	49
AIDS Awareness	Red Ribbon Club Deptt of Health Family Welfare, Govt of HP	HIV Awareness	2	26
Poshan Abhiyaan	NSS Deptt of Health Family Welfare, Govt of HP	Awareness regarding Balanced Diet, Exercise, Drug Abuse Dengue	5	41
Blood Donation	NSS, IMA Dehradun, Rotary Club Paonta Sahib	Blood Donation	2	60
Fire Safety	Disaster Management Cell in	Mock Drill on Fire Safety	2	200

collaboration  
with HP State  
Disaster  
Management  
Authority Distt  
Disaster  
management  
Authority

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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
Workshop on Phytochemical Screening	Students of Deptt of Chemistry, Botany, & Himachal Institute of Pharmacy, Paonta Sahib	DBT, Govt of India	01
National Workshop on Floriculture	Students of Botany & Zoology, & RHRTS Dhaulakuan, Sirmour, HP	DBT, Govt of India	02
National Workshop on Food Adulteration	Students of Botany, Chemistry & Zoology	DBT, Govt of India	02

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#### 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
Skill Upgradation	Introduction of Two Skill Development Programme	Indian Institute of Skill Development Pvt Ltd, Gurugram, Haryana, Himachal Pradesh Kaushal Vikas Nigam, Shimla	01/10/2019	30/06/2020	180

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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
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			students/teachers participated under MoUs
Indian Institute of Skill Development Pvt Ltd	04/10/2019	Introduction of Two Skill Development Programmes i.e. CRM and BFSI	180
<a href="#">View File</a>			

## 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
2398026	2398026

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
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Class rooms	Nil
Campus Area	Newly Added
Others	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 partially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8868	1444681	58	14809	8926	1459490
Reference Books	754	517245	16	1600	770	518845
Journals	8	15264	Nil	Nil	8	15264
CD & Video	30	13475	Nil	Nil	30	13475
Weeding	30	7924	5	725	35	8649

(hard & soft)

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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
<b>No Data Entered/Not Applicable !!!</b>			
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#### 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	2	2	19	2	0
Added	8	0	0	0	0	0	1	0	0
Total	49	2	1	1	2	2	20	2	0

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

2 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
None	Nil

#### 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
99348	99348	2398026	2398026

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 Administrative and 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. New purchases up to 2 lakh

are done with the approval of the principal. For the purchase of items costing more than 2 lakh , the approval of Director Higher Education is required. All the purchases are done through the GEM portal (Government e - marketplace) following GFR-2017. There is a purchase committee who works under the supervision of the Principal of the College for purchase of each and every item. Limited tender and Open Tender System is followed in case of minor and major purchase. The needs of library in terms of periodicals, books, magazines and newspapers are met with the funds received from administration, RUSA ,book replacement fund, amalgamated fund. Every student pay sports funds at the time of admission. All the students are provided with the facility to play any game.

<http://gcp.ac.in/wp-content/uploads/2021/05/Administrative-Assignments-2018-19.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	00	0	0
Financial Support from Other Sources			
a) National	Kaplna Chawla Scholarship Scheme/ SC/OBC/IRDP/Minority Scheme	86	713152
b)International	Nil	Nil	0
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#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
IISD Sponsored Skill Development Programs (CRM BFSI)	01/10/2019	180	Indian Institute Of Skill Development, Gurugram Haryana Himachal Pradesh Kaushal Vikas Nigam, Shimla
<a href="#">View File</a>			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Skill Development Drive	Nil	190	Nil	21
<a href="#">View File</a>					

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
5	5	10

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
IISD and HPKVN	50	21	Nil	Nil	Nil
<a href="#">View File</a>					

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
2019	1	BSC	BSC Medical	SGGSJ Govt Degree College Paonta Sahib	MA English
2019	3	BA	BA	SGGSJ Govt Degree College Paonta Sahib	MA English
2019	10	BA	BA	SGGSJ Govt Degree College Paonta Sahib	MA Hindi
2019	5	B Com	Commerce	SGGSJ Govt Degree College Paonta Sahib	M Com
2019	12	BA/B Com	BA/B Com	SGGSJ Govt Degree College Paonta Sahib	MA Economics
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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
Any Other	Nil
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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
----------	-------	------------------------

National Sports Day Celebration	College Level	100
Mega Silver Jubilee Cultural Function Exhibition	College Local Level	1600
Annual Athletic Meet	College level	200
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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
<b>No Data Entered/Not Applicable !!!</b>						
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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), has been nominated/formed on merit basis as per the directives of Himachal Pradesh University Shimla. The CSCA has between 28-30 members. The four office bearers , namely the President, Vice President , General Secretary and the Joint Secretary are nominated on merit of the Previous year's Examination. The Class Representatives (one from each class) and The Departmental Representatives( one from Each subject in the post graduate classes), are also nominated on merit basis. Apart from this, Students are nominated as executive members from different clubs, societies and cells of the college. students are nominated from NSS, Ranger and Rovers, Performance in Cultural and sports events, Eco Club and other cells of the College. The CSCA thus voices the opinion and concerns of students of all classes through their Class and Department Representatives. The College Students Central Association 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 CSCA members are invited for their opinions in the meetings of the CSCA Advisory committee. Even in ordinary circumstances they keep in touch with the college administration and offer suggestions for improvement of the college. They also convey students' problems to the administration. 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. The CSCA plays a vital role in the campus, in addition to planning events that contributes to college spirit and community welfare. This gives a chance to students to display their leadership skills. It is because of the students suggestions and initiatives that has led to the installation of water purifier and water coolers in the college. Also the designer sheds as an alternative to the students common room have also been made on the advice of the students representatives. Students Council keep a vigil on the malfunctioning of fans, water, washrooms etc and thus helps the college administration to maintain them from time to time. Every year, usually on the 19th November (Foundation Day of the College), Annual Cultural Day, PAHAL is organised exclusively under the



auspices of the College Students Central Association (CSCA). PAHAL sees participation from students in various categories. It is a time for joy and celebration and a breath of fresh air among the routine academic and sports calendar. This multi-faceted function is a unique blend of cross section participation of the students reflecting the cultural diversity and talents of students under one roof.

#### 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.

5.4.2 – No. of enrolled Alumni:

40

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

### 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 by assigning tasks to all members of faculty and ministerial staff through various committees formulated to accomplish the various assignments pertaining to the quality upgradation, general developmental work, academic excellence, admissions, students support initiatives etc. These committees are entrusted with the execution, implementation and the accomplishment of the goals of the committees, clubs and cells of the college. The Principal acts mainly as the facilitator and the sanctioning authority of the funds to be allocated for the various schemes/programmes. The responsibilities are well defined and allotted to various members of the committee by their respective conveners and the concept of Participatory Management is followed. Some of the important committees of the college include College Advisory Committee, Prospectus committee, Library committee, Time Table Committee, Sports committee, First-Aid committee, Cultural and Youth Festival committee, Canteen committee, House Exam Committee, Building and Furniture committee, College Magazine Committee, Scholarship and Fee Concession Committee, Anti Ragging Committee, Book Bank Committee and Grievance Committee to prevent Caste Discrimination. The functioning cells of the college include IQAC Cell, RUSA Cell, Career Guidance Cell, UGC Cell, Anti Drug Cell, Disaster Management Cell, Women Grievances and Redressal Cell. Besides, National Service Scheme, Red Ribbon Club, Eco Club, Red Cross Society, Bharat Scouts and Guides are also functioning in the college. In All these committees, cells and societies, the members of faculty have a fair participation. All the above mentioned committees work in tandem with the principal and in consultation with the Principal, manage the areas under their jurisdiction for the benefit of the college and students. Most of the innovative assignments pertaining to quality up gradation are approved and enforced thorough multifaceted Internal Quality Assurance Cell of the

institution consisting of Representatives from Industry, Society, Students, Parents, Teachers and alumni.

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
<p>Admission of Students</p>	<p>Admission committees are framed by the Principal of the College for all the classes. Admission coordinators are appointed faculty wise for sciences, humanities, Commerce and self- financed courses to oversee the work of admission committees. The committees sort the admission forms, guide the students in selection of subjects and prepare subject wise final merit lists in accordance with the university roster. The admission process is conducted strictly in accordance with the rules laid by the University. . Admissions to UG and PG Programs and Self-financing courses is finalized on the basis of merit and roster system of reservation of seats is applied wherever the seats are limited. Economically weak students are often helped voluntarily by the faculty and administration in payment of fees. The students are counselled to choose their subject combination by the committee members at the time of admission. Through CBCS the students are given freedom to choose the subjects of their choice. In a few cases, however, we are limited by the infrastructure requirements and faculty workload in allotting subjects of choice to all students..</p>
<p>Industry Interaction / Collaboration</p>	<p>To optimise the external economies of the industrial units concentrated in and around Paonta Sahib, the Institution collaborates on various programmes with them. The Himachal Chamber of Commerce and Industry is an integral part of the College IQAC and offers valuable suggestions/ recommendations for quality enhancement in all aspects of the institution in general . Periodical Meetings are held with its members and different programmes for the benefit of the students are formulated and carried out with their inputs and suggestions. The</p>

Career guidance cell of the college 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 to update the students regarding the required skills from the point of view of the job market. Students are taken for industrial visits from time to time to keep them abreast of the latest developments in this area. Various eminent personalities are invited by the career counselling cell to educate the students regarding latest trends of the market. Awareness Programmes related to all fields are organized in collaboration with the industries such as LPG Safety Programme by the distributors of Indane Gas Service.

Human Resource Management

All the available Human Resource within the college is deployed and engaged in various activities of the college in accordance with the capabilities and aptitude of available human resources. For optimum use of human resource, college provides friendly work culture, opportunities for upgrading skills and knowledge through participation in seminars, conferences , Orientation and refresher programmes for the faculty. An air conditioned staff room and Library has been provided along with provision for clean drinking water and restrooms for the staff and students. Self-appraisal system is followed to assess the performance of individual faculty every year. Shortage in manpower if any is periodically intimated to government and local arrangements are made with the help of PTA to manage it. A gymnasium is also provided. Most of the workplace issues are settled by the college administration at the college level itself. In case of policy issues concerning the staff, Representations are forwarded to the government through proper channel and also through democratically elected Employee Associations. The employees can also submit their grievances, if any, on the online portal of the Govt. of Himachal Pradesh created for this purpose.

Examination and Evaluation

CCE UG Classes: The evaluation is done on Continuous Comprehensive

Framework as designed by the Himachal Pradesh University . The mid-term exams are held in the second half of the session after covering sixty to seventy percent of the syllabus. As per the Directions of the university, CCE is calculated for 30 marks out of which 15 marks are awarded on the basis of performance in mid term exams, 5marks on the basis of Attendance and 10 marks on assignments submitted throughout the year. End Semester Exams carry maximum marks 70 for Non-practical subjects and 50 for practical subjects. Marks for practicals are awarded out of 20. A minimum of 75 percent attendance is mandatory for a student to appear in the examination. Below this, a student is not awarded any marks for attendance. Academic assignments are given to students which they prepare and present in the class through different modes. The awards received for the CCE for each student are uploaded at the end of the term by the respective subject teachers on the online assessment portal developed by the Himachal Pradesh University. The hard copies of these awards are maintained by the concerned teacher and the institution to meet any delay in the examination results. In Practical subjects, continuous monitoring of attendance, performance and progress of the students is taken into account for the evaluation. The college strictly follows the new ICT enabled reforms related to examination and evaluation.

The Answer Scripts of Mid-Term Examination are evaluated by the concerned subject teachers at the local level. CCE for Post Graduate Classes: CCE for the subjects concerning post graduate classes consists of 20 percent of the maximum marks per course of their end semester examination.

Students pursuing post graduate degree programmes are required to make a presentation during a special session/ seminar consisting of all the faculty members and students of the concerned department. CCE is sent to the University after the end of ESE with a back up at departmental and institutional level. Conduct of Annual Examination / End Semester Examination:

The institution is a University examination centre for the conduct of

Under Graduate and End Semester Examination in respect of all the programmed running in the college. The examination material such as answer scripts, question papers, secrecy memo etc are supplied by the University. The examinations are conducted mostly in the rooms equipped with CCTV surveillance by observing strictly the examination codes of conduct and guidelines framed by the university. The answer scripts are then sent to the Evaluation / Secrecy Branch of University on the same day through registered or speed post. Spot Evaluation. The institution is also a Spot Evaluation Centre for evaluating annual and end semester answer scripts of Under graduate classes. The Centre operates through a team of Spot Evaluation Centre (headed by Coordinator) constituted at the institution level, that operates through a high security multi-layered control room. The Spot Evaluation Centre is also participated by the faculty members of surrounding colleges for the timely completion of evaluation work.

Teaching and Learning

The teachers make special effort to make the learning process interactive and interesting by using both the old classical Lecture Methods and new ICT enabled methods. Smart Class rooms for presentations and seminars are used by all the departments. Besides this, group discussions and tutorials are also held. In Practical subjects the students are encouraged to handle various instruments and improve their skills in the laboratories. Counselling sessions for students are held from time to time in which they can discuss their weak points in that particular subject. Central Library and departmental libraries in Physics, Botany, Chemistry, Zoology play important role in helping the students and in augmenting teaching-learning process.

Curriculum Development

The college is affiliated to Himachal Pradesh University ,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. However

	<p>inconsistency/discrepancy if any observed in the curriculum is transmitted to the Vice Chancellor through Principal for incorporating required amendments rectification.</p>
<p>Research and Development</p>	<p>The college administration encourages Teachers to carry the research in their respective discipline of study to provide the best of the solution to some of the vital problems and also to enhance teachers' knowledge that have a multiple positive externality for the students and the society as well. Teachers are encouraged to undertake research projects, to participate in conferences, seminars and workshops whether pertaining to the core subjects or multi-disciplinary. Teaching staff is regularly intimated regarding conferences, workshops, short term courses going to be held at different places. The teaching faculty members are regularly informed about various short-term courses, conferences, seminars workshops so that they can make advancement in their careers. The teachers are encouraged to pursue courses through online modes like SWAYAM. National/ International Conferences/ seminars/ workshops are organized by the college regularly. Faculty members are regularly updated and granted leave for conferences, workshops and seminars.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>LIBRARY: There is a main Central Library in the College with reading room of capacity of 100 students besides small departmental libraries in Physics ,Chemistry, Botany Zoology. The main Library has e-resource centre with internet connectivity. Our College has registered in N-LIST Programme through INFLIBNET from Ahmedabad. The Library has rich collection of Text books, reference books and e-journals. All books in the library have been entered in the Library Software SOUL 2.0 version. There are 5 Air Conditioners in the Library. The e resource centre in the library has three computers in addition to two other computers for use by the Incharge of the Library. Photocopying facility is also available in the main library. Two new Newspaper stands have been added besides the existing three stands where students and other visitors can read newspapers</p>

and magazines. The main Library and departmental libraries are functional on all working days. ICT FACILITY: New IT Labs is being established under the scheme "Financial Lab Establishment under Centre of Excellence cum Incubation Centre". The process of establishing 34 workstation in multipurpose digital lab and one workstation for staff room has been completed but due to lock down, it could not be equipped and is still under progress. Besides the institution has One ICT Enabled Multipurpose Hall, Two Smart Rooms, Two Smart Labs. PHYSICAL INFRASTRUCTURE: The college has .....acres of existing land with 07 Big Class Rooms, 10 Labs ,One MPH. INSTRUMENTATION: A separate Purchase Committee has been formed to check the overall specifications of the instruments /equipment before placing it for approval process. Many instruments were purchased during the session 2019-20 to update the labs as per the syllabus and to provide hands on training experience to students. These instruments were purchased by Department of Chemistry and Botany under the Star College Scheme.

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

E-governance area	Details
Administration	PMIS, Online Redressal of Complaints and other issues on the portal of Himachal Pradesh Government.
Finance and Accounts	e-salary e-pension DBT transfer PFMS Fee Collection Software escholarship (nsp / epass)
Student Admission and Support	The registration and filling up of examination forms is completely online with the university portal. Also the admit cards of students for appearing in Term End and ESE are generated online. Scholarship
Examination	The registration and filling up of examination forms is completely online with the university portal. Also the admit cards of students for appearing in Term End and ESE are generated online. Results of ESE and Yearly Examination are made available on the online College Portal and Student Portal linked to Himachal Pradesh University.



### 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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	Two Days National Workshop on Food Ad ulteration	Nil	27/09/2019	28/09/2019	50	Nil
2020	Two Days National Workshop on Floricu lture	Nil	25/02/2020	26/02/2020	25	Nil
2019	Workshop on Medical Diagnosis First Aid 16. Workshop on Medical Diagnosis First Aid	Nil	19/12/2020	20/12/2020	30	Nil
2019	Workshop on Phytoch emical Screening	Nil	14/12/2019	14/12/2019	10	Nil
2020	A National Seminar on Recent Advances FutA National Seminar on Recent Advances Future Trends in	Nil	20/02/2020	20/02/2020	15	Nil



	Chemical Sciences					
2019	LPG awareness Programme	LPG awareness Programme	29/11/2019	29/11/2019	30	10
<a href="#">View File</a>						

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
Training Workshop on Office Procedure Financial Administration	1	23/09/2019	27/09/2019	05
UGC Sponsored Refresher Course in ICT (ID)	1	02/03/2020	14/03/2020	13
UGC Sponsored Refresher Course in English Foreign Languages	1	01/07/2019	13/07/2019	13
UGC Sponsored General Orientation Course	3	11/09/2019	01/10/2019	21
UGC Sponsored Refresher Course in Research Methodology in Sciences	1	17/09/2019	30/09/2019	14
Online Refresher Course in Chemistry for Higher Education	2	16/02/2020	30/06/2020	112
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
27	6	14	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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GPF, Pension, CPF, Medical Reimbursement facility, Group Insurance, Special DutyLeave for attending academic conferences and workshops. for	GPF, Pension, CPF, Medical reimbursement facility, Group Insurance	Book bank, Scholarship
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#### 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 external audit for Govt Funds is conducted by the Govt of Himachal Pradesh through the Auditor General of Himachal Pradesh on periodic basis. External audit is carried out by an auditor deputed by the state govt. A Chartered Accountant is also engaged by the Institution for audit of the Local Funds. Internal Audit is conducted by the College Bursar. The account department handles all financial matters with the approval of the bursar (who is a senior faculty member) before the final approval by the head of the institution. During the stock checking of the college by committees formulated for this specific purpose, members of the various departments check whether the accounts are maintained properly. 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. During the P T A General House, a white paper of revenue and expenditure of PTA for the previous year is presented by the P T A Secretary, and the same is endorsed by the House. NSS fund is audited annually by a chartered accountant. All financial transactions are audited regularly.

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
Parent Teachers Association	718800	General Development of the College and remuneration for the temporarily engaged staff against the vacant post (Teaching, Non Teaching Support Staff)
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6.4.3 – Total corpus fund generated

718800

#### 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	Yes	College Bursar

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

Fencing of Corridors to avoid monkey menace : Rs.790429 Remuneration of Teachers engaged temporarily against the vacant posts Rs.112435 Payment to Sweeper Gardner : 305565

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

No Data Entered/Not Applicable !!!

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

1. Installation of Centralized Heavy Duty Generator Set for uninterrupted Power Supply. 2. Setting up of Career Guidance Cell for organizing various Talks, Webinars, Workshops, Skill Development Programmes. 3. Installation of more ICT Enabled facilities by creating four smart class rooms and two Smart Labs, and Multi-purpose Digital Lab. 4. Expansion and enrichment of Central Library of the college by adding books for post-graduate classes. 5. Construction of Outdoor Multipurpose Stage with designer roof.

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC meeting conducted	15/10/2019	15/10/2019	15/10/2019	11
2020	IQAC meeting conducted	10/02/2020	10/02/2020	10/02/2020	11

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
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

1. Plantation Drive by the NSS volunteers, Rovers-Rangers and Green waves Eco Club Volunteers under Clean Green Campaign 2. Use of dustbin placed at various places in the campus. 3. Management of Solid Biodegradable Waste through

vermicomposting plant. 4. Fully Plastic and Tobacco Free Campus. 5. Special Annual Camp of NSS: Adoption of Slum Areas of the City, cleanliness drive carried out in college classrooms, premises, Shubhkhed, Yamuna Path, Yamuna Ghat , Yamuna temple, Deiji Sahiba temple, two grounds of the city and two public parks. 6.City Cleanliness Drive: Volunteers participated in City Cleanliness Drive organised by administration and collected 5 sacks of plastic from Bye-Pass Road to College Via HIMUDA Colony. 7. Best out of Waste Programme: The volunteers cum rotaracts of the college prepared 71 poly bricks in the college premise. They used the plastic collected from the Kulhal bridge, College and from their homes. 8.Jal Shakti Abhiyan on Water Conservation: Poster, Essay Writing Competition, Painting, Slogan Writing, Poster making, Collage making etc organised by Green Wave Eco Club and NSS.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	31/12/2019	06	Annual NSS Camp	Cleanliness Drive in college classrooms , premises, Shubhkhed, Yamuna Path, Yamuna Ghat , Yamuna temple, Deiji Sahiba temple, two grounds of the city, two public parks.	111
2019	1	1	06/02/2020	01	City Cleanliness Drive	Cleanliness Drive organised by administration and collected	77

						5 sacks of plastic from Bye-Pass Road to College Via HIMUDA Colony.	
2020	1	1	07/03/2020	01	Best Out of waste Drive	The volunteers cum rotaracts of the college prepared 71 poly bricks in the college premise. They used the plastic collected from the Kulhal Pool, College and from their homes .	37
2019	1	1	15/10/2019	01	Solidarity City March for Mass Awareness	Mass Awareness regarding Disaster Risk Reduction in times of need.	352
2019	1	1	09/08/2019	01	Cleanliness Awareness Camp	Cleanliness awareness in College and its surrounding shops	26
2020	1	1	25/12/2020	02	National Workshop on Floriculture	Cutting Practices and Commercialization of Floriculture	55

						e	
2019	1	1	27/09/2019	02	National Workshop on Food Adulteration	Awareness about common adulterants in Food items and their detection along with consequent legal recourse	194
2019	1	1	21/09/2019	01	Blood Donation	Awareness regarding the importance of Blood Donation	40
2019	1	1	18/07/2019	01	Plantation Drive	Plantation on the Bank of River Yamuna under Plantation Green India Drive	33
2019	1	1	18/08/2019	14	HIV Awareness	Spreading Awareness among the students Community regarding about AIDS and its transmission	28
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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 cum Information Booklet	12/06/2019	The Handbook contains all the information and codes of Conduct for students which they are expected to follow in letter and spirit. These include:- 1. Mandatory wearing of Identity

Cards, 2. Use of Mobile Phones in Specific Zones. 3. Zero Tolerance of ragging in and around the college premises. 4. Prohibition on consumption and sale of tobacco around the campus and spitting on the walls. 5. Prohibition on Loitering and making noise In case of non-compliance, appropriate disciplinary actions are taken

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teachers Day Celebration	05/09/2019	05/09/2019	50
Blood Donation Camps	14/03/2020	14/03/2020	30
Communal Harmony Week	19/11/2019	23/11/2019	10
One Day Camp on Gandhi Jayanti. Students were enlightened about the Life Principles of Mahatma Gandhi. A Fit India Jogging rally organised from Housing Board to Shubhkhera. Volunteers collected polythene and plastic on the way. They cleaned the Water	02/10/2019	02/10/2019	200
Talks by Resource persons on N.S.S., Character-building, Corona Virus, LPG Safety, First Aid, Anaemia, Organ Donation, Laws against Cyber Crime, Domestic Violence etc.	31/01/2020	05/02/2020	109
Under the Best out of Waste Programme, The volunteers cum rotaracts of the college prepared 71	07/03/2020	07/03/2020	35

poly bricks in the college premise. They used the plastic collected from the Kulhal Pool, College and from their homes .

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

1. Plantation drive by various Clubs (NSS, Green Wave Eco Club, Rangers Rovers) throughout the year, 2. Complete prohibition on the use of single use plastic in any form and recycling of any plastic found in the college. 3. Safe disposal of biodegradable waste through vermicomposting plant. 4. Rain Water Harvesting System. 5. Tobacco Free campus. 6. Recycling of waste Paper.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

I. Title of the First Best Practice: Activities under Star College Scheme 1. Objective(s) ? To equip the laboratories with new instruments for hands-on training with advance techniques in the field of lifesciences. ? To provide inter-disciplinary opportunities for the students of Botany, Chemistry and Zoology and open up future opportunities in the applied field of biochemistry, biotechnology, microbiology, biophysics, biostatics and bioinformatics. ? To provide hands-on training on skill based courses viz. tissue culture, floriculture, mushroom cultivation, herbal technology, medicinal plants, nursery gardening, Medical Diagnostics, Apiculture, Sericulture, Aquarium Fish Keeping etc. ? Knowledge enrichment of the students and faculty through guest lecture from the reputed resource persons from various academic and research institutes. 2. The Context The programme has been formulated with a view to attract, enthuse, sustain and promote the interest of students for opting for career in lifesciences. In the era of climate change, epidemics/pandemics and exploding population growth, the scope and potential of biosciences is increasing exponentially. The activities proposed under the programme have been framed broadly following an inter-disciplinary approach between Botany, Chemistry, Computer science, and Zoology departments. The workshops and hands-on training under the proposed programme would add value to the course curriculum especially the entrepreneurship- and job-oriented skill-enhancement courses like floriculture, mushroom cultivation, herbal technology, medicinal plants, nursery gardening, Medical Diagnostics, Apiculture, Sericulture, Aquarium Fish Keeping, Entomology etc. which can give a new direction to the future prospects of the students. The programmes and activities proposed are expected to enrich the practical experience of the students and develop creative skills and critical thinking among the students. Moreover, the faculty would also be re-energised and equipped with latest developments and familiarised with new technologies and applications in the field of biosciences. About Star College Scheme Star College Scheme has been initiated by DBT in 2008 to support colleges and universities offering undergraduate education to improve science teaching across the country. DBT is committed to the values of (i) Pursuit of excellence (ii) Academic and intellectual freedom (iii) Creativity and innovation (iv) Diversity (v) Cooperation and Communication (vi) accountability. DBT has therefore, launched a scheme for improving critical thinking and hands on experimental work at undergraduate (college) level in sciences. It is expected to encourage, more students to take up higher education in science. DBT will identify colleges with ambition and potential for excellence and provide academic and physical infrastructure for achieving excellence in teaching and unique exposure of students to



experimental science. 4. Evidence of Success Fully equipped laboratories The labs have been fully equipped with new instruments for hands-on training of the students. Seminars, Workshops and guest lectures Major Impact of implementing DBT Star College scheme is that the participating departments started working together and each department organizes interdepartmental activities viz.

Seminars, workshops, guest lectures. The participants both teachers and students were provided with professional knowledge on recent developments and new technological advances in the field of life sciences. The workshop enhances the skills of the faculty and motivates them to pursue interdisciplinary research. The workshops on food adulteration, medical diagnosis and floriculture also served as outreach activities for the various stake holders.

Course / Training for non-teaching/ laboratory staff Training in Lab safety procedures, firefighting, disaster management Maintenance of microscopes Proper handling and storage of chemicals, preparation of standard solutions Training of laboratory staff in using balances, pH meter, colorimeter, potentiometer, conductivity meter

5. Problems Encountered and Resources Required Organizing various programmes during working hours, sometimes, has led to sacrificing the class work. Various Activities under star college scheme viz. Field visits, Skill training sessions, seminars, poster presentation

II. Title of the second best practice: Activities under National Service Scheme (NSS) 1. GOAL: 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. Motto: The motto of National Service Scheme is NOT ME BUT YOU

2. CONTEXT The idea of involving students in the task of NSS dates back to the times of Mahatma Gandhi who tried to impress upon his student audience that they should always keep before them their supreme responsibility. The first duty of the students should be to prepare themselves for final dedication to the service of the community on whose back they were resting and not to indulge in intellectual luxury. He advised them to form a living contact and exhorted them to do something positive so that the life of the village might be raised to higher material and moral levels. The scheme has been so effective due to the fact that it is a low investment and high dividend scheme that special emphasis has been laid on NSS in the national policy. 3. 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.

4. EVIDENCE OF SUCCESS The SEVEN DAYS SPECIAL CAMP of NSS unit was organised w.e.f.31.01.2020-05.02.2020. The unit

adopted Shubhkheda and slum area for the seven days special camp. 1. Cleanliness drive was observed in college classrooms, premises, shubhkheda, Yamuna Path, Yamuna Ghat, Yamuna temple, Deiji Sahiba temple, two grounds of the city, two public parks. 2. Awareness through street play on Drug Abuse and Literacy Campaign was done in Slum area Kripal Sheela Road. 3. Talks by Resource persons on N.S.S., Character-building, Corona Virus, LPG Safety, First Aid, Anaemia, Organ Donation, Laws against Cyber Crime, Domestic Violence etc. were done. 4. Special emphasis on personality development of volunteer was laid by organising various activities like Kabaddi Match, art craft activities, Quiz, Dance, Skit, declamation, Singing Competitions. Winners were given prizes which are sponsored by Sun Pharmaceuticals Ltd. Paonta Sahib. Two Blood Donation Camp was organised in collaboration with Rotary Club Paonta Sahib on 21st September, 2019 and 14th March, 2020 in which 94 and 30 units of blood was collected by IMA Dehradun team. Staff, Volunteers and students enthusiastically participated in this Blood Donation Camp. More than 80 plants were implanted in the college campus during Plantation drives on 19th August, 5th September, 2019, 05th June, 2020 and 16th June 2020. The foundation of NSS VATIKA was also laid by the unit during the corona pandemic. During the session 2019-20, the unit witnessed the launch of Fit India Movement on 29th August, 2019 and participated in Fit India Plogging rally on 2nd October, 2019. Various competitions like Declamation, poster making, painting, slogan writing etc. were held to spread awareness regarding Water Conservation. Talks from the dignitaries of the city Dr. Meenakshi Chauhan, M.O. Kundiyo and Sh. Taranjeet Singh, DSP, State Vigilance and anti-corruption Bureau, Sirmour were arranged for "Balanced Diet Exercise, Eradication Of Drug Abuse And Dengue And Poshan Abhiyan, Drug Abuse Corruption respectively. Volunteers actively participated to promote Swachhta Abhiyaan through Cleanliness Drives and Awareness campaigns for students in classrooms and shopkeepers adjacent to college area. Volunteers participated in City Cleanliness Drive organised by administration and collected 5 sacks of plastic from Bye-Pass Road to College Via HIMUDA Colony. 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, Blood Donation Camps, Plantation on Yamuna Path, and marathon on Independence Day, 2019. The volunteers are publicizing the making of Plastic Bottle Bricks among the college students and civilians at Kulhal Pool through Awareness campaign.

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/2021/05/7.2.1-Best\\_practices.pdf](http://gcp.ac.in/wp-content/uploads/2021/05/7.2.1-Best_practices.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

Our institution firmly advocates inclusive education and parity i.e. equal opportunities for all irrespective of their financial, lingual and academic backgrounds. Students from diverse cultural, educational socio-linguistic and from disadvantaged sections of society study together as a cohesive unit thus giving rise to holistic learning environment with no disparity or discrimination. Equity is ensured and all are at par. Nominal fee structure, transparent merit-based admission procedure and adherence to the State government's reservation policy are a few steps towards attaining this objective. The College is multi-disciplinary in its orientation. It encourages the coexistence of the sciences, the humanities, the liberal arts, commerce, and skill-based courses in IT. Each of these streams is flourishing, and attracts a large number of students. The college is geographically well located and is considered to be well connected and easily accessible to students from

different parts of the Sirmaur district and some parts of Shimla district as well as the adjoining areas of Dehradun district of Uttarakhand. The only Government College in region providing higher education successfully to the surrounding rural and hilly areas and adjoining Kyarda Dun valley. Any student joining the college has to grow as a strong and healthy human being, intellectually sound, academically bright and morally upright. Personality development is an amalgam of sound academics, social etiquette, strong communication skills and firm grounding in manners and universal values. We focus on an all-round development of students, thereby placing equal emphasis on academic and non-academic activities. Extension activities are carried out by NSS and Rovers Rangers. We have been excelling in sports and our students have consistently been representing HP University in Inter-Varsity Tournaments in Hockey and Football. We have a spacious playground. 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/2021/05/7.3.1-Institutional\\_Distinctiveness.pdf](http://gcp.ac.in/wp-content/uploads/2021/05/7.3.1-Institutional_Distinctiveness.pdf)

## 8.Future Plans of Actions for Next Academic Year

Criterion I 1. A Special Workshop / Training Programme on Skill Development to be organised for the outgoing students for bridging the skill gap from the point of view of Industry and Market. This training programme will be organised in collaboration with industrial experts. 2. Introduction of Feedback System for Online-Teaching - Learning for students of all streams and classes. 3. Series of Induction programme to be started for the new entrant students of First Year for the complete update of their course curriculum necessitated by online classes due to covid19 pandemic. Criterion-II 1. One More class room to be converted into Smart Class room having all audio-visual aids. 2. Re-installation of audio-visual system in Room No. 202 Criterion-III 1. Complete the task of setting up of the Multi-purpose Digital Lab cum Incubation centre by installation of computer systems for the workstations installed in the Multi-purpose Digital Lab and staff room. 2. A Series of Extension/ Students Outreach and Collaborative activities to be organised by different Cells/Clubs from time to time. Criterion-IV 1. To purchase the reference books for the college library for the post graduate classes. 2. Multi-purpose Hall, Multi-purpose Digital Lab, Central Library and Main Office to be equipped with the purchase and installation of Air Conditioners 3. The pending renovation of college playground to be completed. 4. One more water cooler with multiple extension of water tapes to be installed near the college playground along with soak pit. 5. Renovation overhauling of all the toilets/washroom with proper sanitization facility. 6. Principal's Office will be renovated and refurnished for adequate seating arrangement. 7. The Construction of Outdoor Multi-purpose Stage with Designer Roof to be completed. 8. Creation of More ICT Enabled Class Rooms and Digital Labs.Reorganisation and upgradation of the College website as per NAAC parameters. 9. Provision of High Speed Internet Connection with increased bandwidth through OFC connecting the whole college premise. Criterion-V 1. A series of special sessions, lectures, webinars to be organised by Career Guidance Cell. 2. Special inter-faculty talks on NEP 2020,

its implications for various stake holders will be organised. 3. Existing Women Grievances Cell to be replaced by Women Development Cell (WDC) 4. Setting up of Internal Complaint Cell (ICC) in accordance with Vishakha Guidelines 5. Devising a proper mechanism to capture the data regarding Student Progression to Higher Education. 6. NCC Wing in the College to be started. 7. College Alumni Association to be further strengthened. Criterion-VI 1. Introduction of Admission Process for students in the Online Mode along with deposition of Admission Fee. 2. Inspiring/ Encouraging the faculty members to participate in research-oriented workshops, Seminars, Orientation Refresher Courses, Conferences, Webinars etc in Online Mode also. 3.SOP for proper sanitization of campus will be introduced and acquisition of all necessary covid care articles Criterion-VII 1. Solar Lights (as a non-conventional and renewable resource of green power) to be installed in the college campus. 2. Gender Equity Programmes to be conducted under Women Development Cell.