



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

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 its own campus? **Yes**
- Phone no./Alternate phone no. **01704223357**
- Mobile no **7011609329**
- Registered e-mail **gcp.ac.in@gmail.com**
- Alternate e-mail **gcpaontasahib@gmail.com**
- Address **Paonta Sahib**
- City/Town **Paonta Sahib, District Sirmaur**
- State/UT **Himachal Pradesh**
- Pin Code **173025**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Semi-Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Himachal Pradesh University Shimla**
- Name of the IQAC Coordinator **Dr. Jagdish Chauhan**
- Phone No. **9418104585**
- Alternate phone No. **9418104585**
- Mobile **9418104585**
- IQAC e-mail address **gcp.ac.in@gmail.com**
- Alternate Email address **chauhanjc@rediffmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://gcp.ac.in/downloads/IQAC/AQAR/AQAR%202019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://gcp.ac.in/downloads/Academic/AcademicCalendar/2020-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.79	2017	02/05/2017	01/05/2022

6. Date of Establishment of IQAC

19/10/2016

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 1

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)**12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Nil	Nil

13.Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	28/11/2022

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• City/Town	Paonta Sahib, District Sirmaur
• State/UT	Himachal Pradesh
• Pin Code	173025
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Himachal Pradesh University Shimla
• Name of the IQAC Coordinator	Dr. Jagdish Chauhan

• Phone No.	9418104585				
• Alternate phone No.	9418104585				
• Mobile	9418104585				
• IQAC e-mail address	gcp.ac.in@gmail.com				
• Alternate Email address	chauhanjc@rediffmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://gcp.ac.in/downloads/IOAC/AQAR/AQAR%202019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gcp.ac.in/downloads/Academic/AcademicCalendar/2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.79	2017	02/05/2017	01/05/2022
6.Date of Establishment of IQAC			19/10/2016		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			1		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional			Yes		

website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Nil	Nil
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
IQAC	28/11/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	28/03/2022
15. Multidisciplinary / interdisciplinary	
<p>The college endeavours to provide the best education for the holistic development of the human resource of the college. It provides an effective learning platform for students by broadening the horizon of education beyond their subject knowledge while offering Choice Based Credit System (CBCS) courses in UG and Elective Courses in PG.</p>	

1. Our institution as a constituent college of Himachal Pradesh University strictly adheres to the curriculum framed by the affiliating University which has planned to implement the new curriculum as per NEP 2020 from the next academic session 2023-24.
2. The committees for various subjects have been constituted by the university for NEP implementation. The NEP committee for Geography is headed by Dr. Pramod S. Patial.
3. The NEP committee for Botany is headed by the former Principal of this institution Dr. Veena Rathore.
4. In the present curriculum, the students take up Generic Elective (GE) and Skill Enhancement Courses (SEC) across departments thus exercising academic freedom and multidisciplinary approach.
5. The students constitute their teams from diverse fields to compete in various intra-mural sports and cultural competitions.
6. The students are promoted to participate in National Social Service, National Cadet Corps, Rovers & Rangers, etc.

16.Academic bank of credits (ABC):

As recommended by the National Education Policy 2020, the students can exit after completing:

- one year of their UG programme with a certificate,
- two years with a diploma,
- three years with a bachelor's degree, or
- can complete four years and get an honours/research degree.

2. Further, in line with the recommendations of the National Education Policy 2020, credit transfer shall be allowed between national and international institutions as per policy prescribed by the University.

3. Moreover, students will be facilitated with the option of earning required number of credits from other institutions as well as from online platforms (Swayam, e -PG Pathshala etc).

4. To implement Academic Bank of Credits (ABC), a centralized database along with the database of the university and the college has to be established to digitally store the academic credits earned by the student from several courses so that the

credit secured by the student formerly could be passed on when the student enters into the programme again. Hence, a proper technical support system will be required to monitor ABC

17.Skill development:

Due to lockdown and online teaching during Covid 19 pandemic, the skill development programmes cannot be conducted.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

In Humanities, the institution has departments in the subjects of Hindi, English and Sanskrit, which caters to courses specialising in these languages and literature with the goal of inculcating an appreciation of these languages and their relevance for the cultural development of students. These languages emphasise skills in communication besides cultural ideologies.

1. In the departments social sciences, and commerce the medium of instruction is bilingual i.e., Hindi and English; for the convenience of students.

2. The college magazine "Bhanuja" also features write-ups of students in English, Hindi as well Sanskrit. The magazine also provides platform for vernacular languages like Pahari and Punjabi as different sections.

3. The curriculum in Music imparts knowledge on Hindustani music besides folk music especially of Himachal Pradesh.

4. The curriculum of Physical Education has courses on 'Yoga' & the curriculum of Sanskrit covers courses on Vedas and its discourses.

5. The college at regular intervals organises 'Art of Living' sessions giving insight into management of stress and spiritual upliftment by reviving firm faith in the values of Indian culture and tradition.

6. On the behest of students belonging to diverse culture and tradition, the college promotes the exhibition and display of folk lifestyle consisting of their cuisines, attires, agricultural tools and implements. The college celebrates traditional festival of "Buddhi Diwali" - unique festival of Hatti (folk community) regions of district Sirmaur Himachal

Pradesh after the passage of one month of Deepawali.

7. The college also participates in the Gurbani Path in the college campus followed by a langar (communal[1]free kitchen) organized collectively by the students belonging to Sikh Community and the rest which highlights the aura of communal harmony in the college campus and is one of the institutional distinctiveness of the college.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

In the strict compliance with the objectives of Outcome Based Education (OBE) and the course curriculum notified by the affiliating Himachal Pradesh University, the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed and finalised by the concerned departments who offer the respective programmes. After consultation with faculty members, experts and educationists and rigorous exercise the College has developed its own COs, PSOs and POs.

Program Outcomes, Program Specific Outcomes and Course Outcomes for all these programmes offered by the institution are stated and displayed on the college website and are communicated to teachers and students.

20.Distance education/online education:

1. COVID 19 pandemic which caught the whole world unaware made online teaching a new normal as a transformation from the conventional classroom interface.

2. The college faculty used resources like internet services, power point presentations, projectors, interactive flat panel displays, smart boards etc. at both the personal level and the college infrastructure to develop their skills and save a whole generation from lagging behind in earning knowledge despite lockdowns and quarantines that was never experienced before.

3. However, the access to online education still remains a challenge for us with the students predominantly belonging to rural and far -flung areas facing issues like irregular power supply, poor internet connectivity, and above all non - affordability of necessary devices.

4. As NEP lays a lot of emphasis on technology - based education, the college has developed infrastructure by purchasing new computer systems, projectors & interactive panels, updating

networking and bandwidth along with ensuring continuous supply of electricity through DG set.

Extended Profile

1.Programme

1.1	388
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2443
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	579
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	776
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	41
Number of full time teachers during the year	

File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	41
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	19
4.2 Total expenditure excluding salary during the year (INR in lakhs)	39.17 lakhs
4.3 Total number of computers on campus for academic purposes	132
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>SGGSJ Government College Paonta Sahib as an affiliated college follows all the rules and directives of Himachal Pradesh University Shimla for curriculum and strictly adheres to the rules of curriculum delivery. However the college develops action plans for effective implementation of the curriculum at the beginning of the session through</p> <ol style="list-style-type: none"> 1. preparation of academic calendar indicating a tentative schedule of curricular & extra-curricular activities in sync with university Academic Calendar 2. preparation of time table according to the workload specified in the UGC Regulations 2018 , 3. preparation of week wise lesson plans at departmental level along with pedagogy for the entire session 	

4. Dissemination of information through college website, library and prospectus regarding the programmes and courses, programme outcomes, programme specific outcomes, course outcomes, syllabi, weightage of internal and external examinations , E-resources prepared by the faculty and Question Bank containing model question papers and old question papers etc.
5. curriculum delivery through blended conventional chalk and board methods and ICT based methods
6. adopting student-centric learning strategies like industrial visits, seminars, workshops etc.
7. Continuous Comprehensive Assessment (CCA) which accounts for 30% of the final grade.
8. The feedback mechanism is put in place for all the stakeholders to review issues related to effective curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to the academic calendar provided by the affiliating Himachal Pradesh University for the conduct of Continuous Internal Evaluation system.

The college prepares academic calendar at college level in accordance with H.P. university in consultation with IQAC. The tentative schedule and dates of main academic, cultural & sports events are included in the calendar. Each department develops its academic timeline in alignment with the college academic calendar. It includes dates for other components of Continuous Internal Evaluation (CIE) viz. assignments, seminars, and projects. The academic calendar is uploaded on website for its dissemination to the staff and students,

The college strictly complies with the university guidelines for the conduct of CIE that has a weightage of 30% of maximum marks in each subject. the university issues admit cards to the students onl if the CIE awards are uploaded. The grievances related to CIE are addressed by the internal committee constituted by the

college.

Due to the Covid-19 Pandemic, the Academic Calendar for the 2020-21 session was revised and extended and the first- and second-year students were promoted on the basis of their internal assessment and previous year performance. However, for the final year students the examinations were conducted following COVID SOPs keeping in view the student progression to different institutions of higher education.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

26

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college adheres to the curriculum offered by the affiliating university and it touches upon issues like Gender, Human Values, Environment and Sustainability in various subject curricula. Moreover, the college also offers certain Add on Courses, Short term Courses and organizes Workshops, Seminars etc. that endeavour to integrate the crosscutting issues relevant to the above-

mentioned aspects.

1. Professional Ethics

The teachers use Projects and Case Studies to help the students understand how they should act towards other people and institutions in a business environment. The Training & Placement Cell of the College organizes workshops on professional ethics.

2. Gender

Gender concerns form an integral component of the curriculum of Humanities and Sociology. Participatory activities like declamation, poetry recitation, poster making, street plays along with field work, community outreach and gender sensitization activities are also organized by the college.

3. Human Values

Importance of Human Values are inculcated through the curriculum at the centre of teaching and learning. Institution offers courses on Life Skills, Constitutional Values and Training on Yoga & Meditation.

4. Environment and Sustainability

As per the new UGC regulation, Environment Studies has been incorporated into the first-year syllabus as Ability Enhancement Compulsory Course (AECC). There are environmental issues in curriculums of Languages, Political Science, Economics, Zoology & Botany.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

46

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

165

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2443

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

674

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college organizes an orientation programme for UG and PG students at the beginning of every year.. The assessment of learning levels of students is primarily done through post-

admission MCQ test covering the basic concepts of the different subjects. Bridge courses are conducted by various departments before the commencement of programmes. To metaphorize slow learners bridge courses, remedial classes are taken by the teachers. Remedial classes on fundamentals of the subject are conducted in addition to the regular classes, mostly during off hours for the slow learners. The teacher provides hand-written notes, xerox lecture scripts to the students besides links on YouTube, PowerPoints, audio-records, etc. Comprehensive Question bank is accessible to students in library.

Students are encouraged to make maximum utilization of facilities available at the library, especially reference amenities and e-resources. The college felicitates brilliant students in academics, sports, cultural events, and community service in annual prize distribution function. Class seminars and presentations are conducted at regular intervals to provide an academic platform to the students for their professional and intellectual growth. The college distributes laptops funded under Srinivas Ramanujan Student Digital Yojana of Government of HP to meritorious students figuring in the state merit list.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2443	40

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Choice Based Credit System (CBCS) with Outcome Based Education (OBE) model facilitate student-centric learning.

A. Experiential Learning Methodologies

1. The college organised DBT Sponsored National Seminars on Biodiversity and Sustainable Development; Recent Advances and Future Trends in Chemical Sciences; and Workshop on Phytochemical Screening to facilitate experiential learning.
2. The college invited renowned musicians under Sangeet Madhuri programme for promoting recreational experiential learning and guest speakers under the DBT Star College Schemes.
3. The practical learning exposure facilitated by hands-on laboratory experiments, and internships facilitate comprehension and assimilation of concepts, besides entrepreneurial trainings
4. B. Participative learning Methodologies

Every faculty splits up the session by conducting Pre-quiz before the starting of the class, mid-assessment quiz to the understanding of the students and problem solving at the end. The group discussions and student presentations are regularly held. Participative learning is enhanced through co-curricular activities like essay writing, debate and declamation, collage making, and poster making, role play, mock drills etc.

C. Problem Solving Methodologies

Field trips, industrial visits and project-based learning complement classroom learning with real-life experiences. The college magazine provides learning opportunities as authors and student editors.

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File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Two classrooms, Botany and Zoology laboratories of the college have been ICT enabled with ICT facilities like smart interactive panels, projectors, digital podium. During COVID-19 the teaching

process continued only through ICT tools, google meet, zoom, WhatsApp groups though there were limitations on account of digital divide in the students from rural background. Most of the teachers use ICT enabled tools for effective teaching-learning process. Senior members of the faculty seek the help of junior members in improving their technological acumen.

The e-resources from different online platforms and Inflibnet N-List, e-books, e-pathshala, swayam and NPTEL are optimally utilised. In preparing their lectures, teachers gather information from reliable websites of national and international organizations about their initiatives and their schemes.

Departments maintain class wise 'WhatsApp groups'. These groups act as interactive platforms round the clock. Teachers and students share notes and other study material, notices, internal assessment awards, etc.

The faculty has sharpened its communication and curriculum delivery skills with the use of ICT which is reflected in the e-resources prepared by the faculty themselves.

In view of this the college faculty is encouraged to attend various faculty development programmes on ICT from various universities and colleges. The teachers attend online courses in ICT also.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

40

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

28

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

784 years 3 months 23 days

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

As per the guidelines of the affiliating Himachal Pradesh University Shimla, internal assessment is based on student's attendance, writing skills (assignment), presentation skills (seminar) and knowledge levels (internal examination).

The major components in Continuous Internal Evaluation system at the institutional level is mid-term examination. A committee is constituted for the conduct of Internal examination. The question papers are prepared by teachers in charge by giving careful consideration of syllabus prescribed and at least 75% syllabus completed in the classroom. The evaluated answer sheets are shared with the students for peer discussion and classroom analysis. Thus, a proper analysis of each internal exam helps them to become better learners.

Complete sincerity and transparency were observed in awarding internal assessment during the COVID 19 pandemic. The predominant mode of assessment was online connectivity through WhatsApp groups.

The college observes complete transparency in the award of internal assessment based on the performance of the students by displaying it on the notice board and website. Each student is required to validate its acceptance by signing the award list within the notified time after which his acceptance is deemed understood. The students can also address their grievances concerning Continuous Internal Evaluation (CIE) marks if any through Grievance Redressal Application Form available.

The students who fail to earn the minimum passing awards in internal assessment are given a chance to resubmit their assignments.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

A three-level grievance redressal mechanism is implemented in the institution to address the grievances of students, at faculty, department, and college level. The college takes effective measures in identifying and resolving the difficulties and grievances faced by the students related to examination. If the issue is not resolved at the faculty level, the student has the liberty to take the matter to the HOD who can intervene and seek opinion of another course teacher of the department. It ensures the transparency and reliability of the internal evaluation process. If there is any discrepancy in the marks, corrections are made by the faculty on the spot. The grievances which are not resolved at the department level, are redressed by a college level committee headed by Internal Assessment Coordinator and the HOD of the concerned department and the course faculty as its members.

A Grievance Redressal system is functioning in the affiliating university. Grievance regarding university examinations conducted by university is handled as per university procedures. The university examination related grievances are also addressed by a written application from the student that is forwarded by the principal to the controller of examination, Himachal Pradesh University Shimla.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Since the embarkation of outcome-based education (OBE) model, the institute has utilized the basic array of concepts set consisting of Programme Outcomes (POs), Programmes Specific Outcomes (PSOs)

and Course Outcomes (COs) for assessing the knowledge and skills acquired by the students on successful completion of a specific course/ programme. The outcomes may be broadly classified as identification, understanding, analysing, evaluating and problem-solving skills. In the strict compliance with the objectives of Outcome Based Education (OBE) and the course curriculum notified by the affiliating Himachal Pradesh University, POs, PSOs and COs are framed and finalised by the concerned departments who offer the respective programmes.

It is the duty of the HoDs to discuss and share the COs, PSOs and POs with faculty members, then faculty members make the students and other stakeholders aware of it. Lesson plan will be created for each course along with course outcome from the beginning of the session.

The courses of all programs have well defined COs, PSOs and POs which are displayed on college website. The hard copies of course curriculum along with COs, PSOs and POs are available in the library and with the HoDs for easy access to students and faculty. Moreover the students are communicated about the outcomes during bridge courses, induction programme and through the whats app students groups.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The IQAC of the college has designed a specific and systematic methodology for the assessment of outcome attainment levels. The Outcome attainment levels are categorized into five sub-levels as defined in the annexures 1, 2 and 3. The assessment of the attainment of course outcomes is supplemented by the comprehensive continuous internal evaluation system which includes assignments given to students, ICT enabled seminars and presentations, individual/ group projects followed by viva voce on the project completed. Apart from this the course outcomes are also evaluated in the term end theory and practical examinations.

The IQAC reviews POs and COs on a regular basis through documents of assessment of attainment of programme & course outcomes and lesson plans submitted by each faculty member. The focus of the POs and COs have been maintained even when the classes have transited to the online mode in the pandemic time.

Course/Programme Outcome Attainment Level Criteria

Attainment of Course/Programme Outcomes Attainment Level
Attainment Level

(Students scoring greater or equal to 60 Marks

or CGPA greater than or equal to 'A')

Less than 40% of students 0 Poor

40% of students 1 Low

50% of students 2 Moderate

60% of students 3 High

70% or greater than 70% of students 4 Very High

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gcp.ac.in/downloads/IQAC/NAAC/SSR2022CriteriaWiseDocs/Criterion2/Key%20Indicator%20-%20202.6/2-6-2%20Attainment%20of%20PO%20&%20CO.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

517

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gcp.ac.in/downloads/IQAC/Annual%20Report%202020-21.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://gcp.ac.in/Feedback?sec=StudentSatisfactionSurveyForm>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovative ecosystem of the college consists of the following initiatives:

1.The efforts of achieving highest standards of academic excellence are met with the financial support of Rs.63 lakhs under DBT Star College Scheme, Department of Science and Technology, GoI. Under this several major equipment were purchased for upgradation of science labs.

2.The Community College in the college has been started with the aim of empowering students through appropriate skill development leading to employment in local industry. This scheme has given thrust to vibrant Academia-Industry Interface and provided curricular flexibility in skill-based courses on Food Processing and Pharmaceuticals.

3.The departments of biosciences (Botany and Zoology) have

established an Active Incubation Ecosystem in the college for Mushroom Cultivation, Apiculture, and Vermicomposting. These are also part of the specified course curriculum and also covered through special workshops and trainings

4. Outreach activities, Pakhwara, Plantation drives, Swachh Bharath and Health camps through the community service centre - NSS have helped the beneficiaries receive knowledge for their upliftment. The Eco club is rigorous in promoting green practices both within and outside the institution. Tree Plantation Drives, Waste Segregation, Conservation of Energy are some of the initiatives propagated.

5. Through participation in various talks, seminars, workshops in the college and outside, the students are trained to: Assess the market conditions and entrepreneurs requirements Identify team and service providers Arrange for resources Establish industry linkages Attract, select, retain and manage startups Students are provided with the opportunities to directly interact with outstanding entrepreneurs excelling in their field.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
0	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
4	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
4	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution believes in imparting in the minds of the students a strong sense of humanism and social responsibility and nurture the spirit of 'service above self' in them. The focus and thrust given to community outreach programmes through the various committees and clubs like NCC, NSS, R&R and Eco Club have ingrained in the minds of the students a commitment to strive towards the betterment of society which has become their second nature. The extension activities form an integral part of the curriculum.

The major initiatives are:

1.As part of the commitment to the local community, the college has conducted several medical camps and awareness programs regarding environment, health, cleanliness and other social issues like girl's education, hygiene, women empowerment, adult education, and tree plantation etc. Students of the college keep themselves attached with the villagers through NSS special camps.

The college makes its best efforts to implement specific abhiyans initiated by the government through guest lectures, group discussions, street plays, rallies, poster making, quiz, debates, speeches, seminars, educational tours, workshops and adult education program. Our students have participated actively in the voter awareness campaign, swachh bharat abhiyan, beti bachao - beti padhao, digital India, vittiya saksharata abhiyan, health and hygiene, rallies of awareness regarding population day, aids day, run for unity, blood donation camps, tree plantation, anti-drug campaign etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

12

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

131

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

13

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
<p>The Infrastructure Policy of the institution is to ensure adequate facilities to provide conducive academic environment for effective teaching-learning and holistic development of students, strengthening its infrastructural facilities according to the functional and growing needs of the institution.</p> <p>1.12 number of classrooms and one MPH hall, which are 100% ICT enabled. 2.In addition, 6 laboratories also serve the dual purpose of lab as well as classroom for small student strengths, all of which are ICT enabled. 3.All classrooms have LAN facilities for high-speed internet connectivity to make effective teaching learning process ICT-enabled. 4.The learning spaces are well-ventilated and adequately furnished.</p> <p>The labs with sophisticated equipment facilities are available. Three science departments of chemistry, botany and zoology are funded partially by DBT Star College Scheme of the Ministry of Science and Technology, Government of India. 1.Two chemistry labs 2.Two physics labs 3.One botany lab 4.One zoology lab 5.One community college lab 6.One Geography lab.</p> <p>One computer lab for computer sciences 2.Two computer labs for BCA & PGDCA 3.The language lab has been set up in the BCA & PGDCA lab with appropriate language software.</p> <p>.The e-resource centre is established in the college library.1.Rooms for the principal, office, and fee clerk. 2.Separate rooms are provided for IQAC, NSS, Rovers & Rangers, NCC. 3.Separate girls' common room. 4.Staff room.. IGNOU Study centre equipped with adequate amenities</p>	
File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.	

1. The Infrastructure Policy of the institution is to ensure adequate facilities to provide conducive academic environment for effective teaching-learning and holistic development of students, strengthening its infrastructural facilities according to the functional and growing needs of the institution.

2. The college has a playfield which is being used alternatively as 200 m athletic track, football field, hockey field, cricket ground, volleyball court, and cemented basketball court.

3 Indoor Gymnasium The college has as indoor gymnasium named after Dr. A.P.J. Abdul Kalam, with multiple stations. The major gym equipment include 12-station Multiple Gym, Kabaddi Mats, Bench (Multi Adjustable), Dubble Twister, High Jump Mats , Dumbells, Tread Mills Cosco, Chest Press, Functional Trainer, Leg Extension Machine, Bikes, Abdominal Bench, Viva Tread Mill, Leg Press or Hack Squat, etc.

7. Auditorium The airconditioned and ICT enabled multi-purpose hall with stage named 'Sarvrang Manch' serves as an auditorium for various cultural activities. The auditorium has CCTV surveillance cameras and is Wi Fi enabled too.

8. Amphitheatre An amphitheatre-cum-pavilion has been constructed and named after Suman Rawat, a renowned international athlete from Himachal Pradesh. This amphitheatre is used for practice and organising cultural activities.

9. Expansion of Infrastructure (Indoor Badminton Stadium) The construction of indoor badminton stadium is being taken up from RUSA grant civil construction component with allocation of Rs.1 crore.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

39.683

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is fully automated using SOUL (Software for Universities Libraries) version 3.0. SOUL is Unicode based multilingual support, SOUL also supports cataloguing of e resources like e journals and e books etc. Library is Wi-Fi enabled, barcoding is complete and access to e-resources is provided through NLIST Inflibnet subscription. Library has the facilities for issue return of books and maintaining record of books and OPAC (Online Public Access Catalogue). LMS automation involves different steps for information feeding, searching (OPAC), generation reports and book issue/return/exchange with the help of bar coding software. Integrated library management system encompasses various functions usually including circulation, acquisitions and cataloguing. There is an Open Access Catalogue for students and staff, Web OPAC facility is made available through SOUL 3.0. Web OPAC can be

accessed through the secure premises of Library only, Webopac is installed on Library server, can be accessed through all PC in LAN with the host server and provides information about the bibliographic details of collections available in the library. Users can export their search results in to PDF, MS Excel, and MARCXML format. There is a separate e library section of central library where e resources is available through remote access NLIST, NDL, NPTEL SWAYAM, e PG paathshala and inhouse repository of content related to syllabus, Faculty Research Papers and books Newspapers and journals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2.22

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

1

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has updated its IT infrastructure by making all the classrooms ICT-enabled with smart-interactive panels or projectors to cater to the needs of the students ensuring effective and outcome based teaching-learning. All the ICT-enabled facilities have been connected with Internet via LAN/ Wi-Fi so that faculty while teaching can access Internet for deeper and wider knowledge. Internet speed improved with the movement from broadband internet connections to internet lease line with 50 Mbps bandwidth. Page 69/129 20-09-2022 07:40:19 LAN connectivity improved with campus wide LAN networking. The entire campus is connected with Local Area Network and a dedicated server system has been installed in the campus for network management. All the departments are networked through broadband internet connection with internet nodes and switches in all departments. Wi-Fi facility in some parts of the campus makes accessing online materials easier. College website is regularly updated by website manager.

The number of computers were increased from 50. in 2016-17 to 132 as on date. The College also has a Language Lab with audio- visual facilities and software for English language teaching and learning. The college library has been automated and e-resource

centre upgraded with more computers. CCTV cameras are installed in college campus at various locations for monitoring and surveillance purpose. Latest printers and heavy-duty scanner are available for speedy printing of the documents maintaining quality. Digital display boards and central announcement systems are installed in the campus. The Administrative offices have been provided improved hardware and software supports so that the connectivity is seamless.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

82

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

39.683

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

All the classrooms have been upgraded to smart classrooms with infrastructural facilities. The science laboratories recently upgraded under DBT Star College Scheme which are used on the basis of group-wise timetable for practical. The other computers in the college are used efficiently by the in charge as well as college staff as per need with cooperation.

The physical education department has been strengthened by sports amenities, recently upgraded Kalam Gymnasium under Utkrisht Mahavidyalaya Yojana and is being utilized by students and faculty, free of cost. The playground is at the disposal of the students from early morning till dusk with outdoor gym stations installed. The Sarvrangmanch and Suman Rawat Pavilion host all cultural functions, organised and participated in by the students.

For the maintenance and appropriate utilization of the physical, academic and support facilities, the college can utilize funds from different heads like amalgamated fund, science fund, campus development fund. The funds are allocated and utilized under the supervision of various committees. The activities of maintenance and repair are undertaken at the college level as well as for some major works of repair outsourcing is also done.

The clubs also play a major role in the maintenance of college campus including weed removal and cleanliness campaign.

Obsolete and condemned articles and equipment are identified and removed from stock after write-off in accordance with Himachal Pradesh Financial Rules (HPFR), 2009 and instructions issued by the government from time to time.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above
File Description	Documents
Link to Institutional website	<p style="text-align: center;">Nil</p>
Any additional information	<p style="text-align: center;">No File Uploaded</p>
Details of capability building and skills enhancement initiatives (Data Template)	<p style="text-align: center;">No File Uploaded</p>
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
<p>358</p>	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
<p>358</p>	
File Description	Documents
Any additional information	<p style="text-align: center;">No File Uploaded</p>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<p style="text-align: center;">View File</p>
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

32

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

23

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institute functions according to the toolkit of good governance which is based on democratic and inclusive model of governance. Hence, student welfare and the student councils are

the important building blocks of the institute. It ensures the students participation in the decision-making process. The college has instituted an effective Student council, which provides a representative structure for the students to voice out their ideas and concerns.

CSCA (College Students Central Association) is constituted annually as per the norms of the affiliating Himachal Pradesh University. The office bearers of the College Student Central Association are nominated every year as per merit of the students in the previous year giving due representation to all the classes. This Student Council consists of President, Vice-president, General Secretary, Joint Secretary and Class Representatives. The student representatives are selected from each stream respectively. Two students each from NCC, NSS, Rover Rangers, Sports, Cultural Club and societies are also nominated in this body. The Student Council is officially recognized and felicitated during CSCA Oath Taking ceremony. Regular meetings of CSCA and CSCA Advisory Committee are organized and recorded for the redressal of grievances of the students.

Students as editors and budding writers in college magazine "Bhanuja" contribute enthusiastically and learn the nuances of writing, editing and publication. The CSCA organises a cultural programme under the guidance of the CSCA Advisory Committee and the Cultural Committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

3

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni association of the college was established with an aim to promote interaction and networking among the alumni of the institution. It has been successfully carrying out its goals and objectives since its inception and has steadily risen. It has been consistently taking efforts to implement its activities. Every year an alumni day is being celebrated with much pomp and glory thereby, instilling an intimate fellowship among the former students. The Alumni Association formally got registered on 5th November 2016 with Registration No. 36/2016 in the office of Registrar of Societies, SDM Paonta Sahib under Himachal Pradesh Societies Registration Act, 2006. Alumni, who are presently employed in the College, form the core of the Alumni Association, being represented as General Secretary and Joint Secretary of the Association. They liaison with the alumni for updating information and status of the alumni. The institute ropes in alumni through various strategic initiatives such as developmental projects, placements, expert talks, mentoring, guidance, start-up initiatives to name a few. Alumni of the institute have indomitable faith in their alma mater which is our success factor.

Know Your State Test is conducted every year by the association.

The Alumni members register their feedback on curriculum through online feedback form.

The institution has included alumni in academic and administrative bodies such as Internal Quality Assurance Cell, Board of Management of Self-Financing Courses.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution aspires to provide affordable quality education to the diverse strata of population including the poorest and weakest sections of the area; and create an environment conducive to the achievement of the highest standards of academic excellence along with multi-faceted development of personality of the students, transforming them into socially aware and responsible citizens of the country..

The toolkit of good governance of the college is in tune with the institutional vision and mission. The teamwork and the innovative methodologies, making optimum use of the opportunities around, materialize our vision and mission. The principal, the College Staff Council, IQAC and various statutory and non-statutory committees of the college work together in tandem. The vision and mission are fulfilled through various bodies like NCC, NSS, Students' Union, Eco Club and other forums which organize several extension programmes that provide service to all sections of the society and mould the students into responsible citizens of tomorrow. The principal, the College Staff Council, IQAC and various statutory and non-statutory committees of the college work together in tandem and closely monitor the various academic and non-academic activities in the college to make the students internally enlightened, emotionally sound, and practically efficient.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution observes the principles of Total Quality Management (TQM) which is a management approach of an organization based on quality, decentralisation, and the participation of all its members, aiming at long term success and continuous learning.

1. The progressive administration of a college is the result of smart leadership and the complete reflection of vision and mission. The dynamic Principal of the College has effectively decentralised the governance. The decentralized process gives responsibility to different teachers in specific capacities to take crucial decisions, independent of the principal. The Internal Quality Assurance Cell (IQAC) is the apex decision making body for building a transparent decentralised and participatory model of governance. Staff council is a formal platform where principal interacts with all staff members over various issues of governance and constitutes committees for carrying out various functions.

3. Under participative management, the college administration maintains regular and active interaction with all stakeholders viz., students, parents, alumni, and industry.

4. For admission process, the principal decentralises and notifies the admissions duty chart. The coordinators supervise the whole admission process. The admission committees each headed by a convener are constituted class-wise. The student volunteers assist in the admission process by counselling the prospective candidates. The online admission committee coordinates with other administrative units of the College for online admission-related issues, fee payment, record keeping and issue of ID and Library Cards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan for five years (2018-2023) has been prepared by the IQAC and approved by the then principal after following a participatory process ensuring the involvement of all the stakeholders and uploaded on the college website for perusal of all the stakeholders. The plan included NAAC criteria-wise planning and proposed activities.

The institutional strategic plan is effectively deployed with the integration of the missions aimed at academic excellence and sustainable growth in all spheres of knowledge, socio-environment consciousness, and responsibility for nation building. The deployment of the strategic plan has been in progress since its finalisation though hardships of COVID-19 pandemic has hampered its deployment.

Selection of college for grant of DBT Star College status along with funding of Rs.63 lakhs for it, granting of Utkrisht Mahavidyalaya Yojana status with a funding of Rs.1 crore and another academic block of Rs. 11.47 crore authenticate the effectiveness of strategic plan and its successful deployment. The Outcome Based Education model, ICT-enabled education with hi-tech labs and smart classrooms, the mentor-mentee system, and the programmes for slow and advanced learners have been effectively implemented as per strategic plan. The holistic spirit of the strategic plan has culminated into the best practices of the college in the form of Sustainable Development Imbibing Vedic Pantheistic Principles and Toolkit of Good Governance.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college administration is governed according to the toolkit of good governance developed by the institution itself, subject to the government's orders and notifications.

The permanent appointments of the faculty are made by the government of Himachal Pradesh on the recommendations of HPPSC Shimla after the competitive selection process.

The non-teaching staff are appointed through HPSSC Hamirpur.

The faculty for self-financed programmes, community college programs and temporary faculty arranged by PTA are appointed by the principal on the recommendation of a duly constituted selection panel after duly advertising the vacancies in newspapers of repute and conducting the selection process.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

As per the Government of Himachal Pradesh, the following welfare facilities are available to all permanent teaching and non-teaching staff members of the college.

1. Medical Reimbursement of expenses including indoor medical treatment as approved by Government of Himachal Pradesh. 2. Provision of Medical leave , maternity/paternity leave, Study leave to employees as per the norms and duty leave for 14 days per year for attending seminar/conference is given

3. Pension Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 is covered under New Pension Scheme.

4. GPF loans are sanctioned.

5. Gratuity & Leave Encashment Gratuity and leave encashment are availed by retiring faculty. Encashment of maximum three hundred days Earned Leave is allowed at the time of retirement.

6. LTC Subject to rules and regulations, the travelling expenditure of the employees to any place in India is refunded as per LTC rules.

7. HRA House Rent Allowance is given to all teaching and non-teaching staff.

8. There is facility for University Guest House for teaching staff and the PWD Rest House for employees during tours as per availability.

9. TA/DA for out station official duty.

10. College Canteen Provides the staff and students with hygienic, homely and nutritious food at affordable prices.

11. The College provides opportunities for recreation, Yoga training, sports and games. The Department of Physical Education maintains a well-equipped fitness centre accessible for the staff for their sound mental and physical health.

12. Day Care Centre For kids of staff members

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

20

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

4

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of each faculty member is assessed according to the annual self-assessment for the Performance Based Appraisal System (PBAS). The self-appraisal format covers all the aspects of their duty including workload, class results, extra assignments,

and co-curricular and extracurricular activities. There is also a separate component of research which comprises papers published in journals, books authored or edited, presentations in seminars and conferences, and professional growth programs.

Promotions are based on the PBAS proforma for UGC carrier advancement scheme(CAS) which is based on the API score. On that basis, the higher scales and promotions are awarded to the faculty members under Career Advancement Scheme.

For teachers under self-financing courses scheme the ACRs are appraised and reported by the Coordinator and reviewed by the Director-cum-Principal.

The HODs report on the ACRs of technical lab staff which is reviewed by the Principal and forwarded to the higher authorities.

These ACRs are forwarded to the administrative department which in turn convenes DPCs-Departmental Promotion Committees periodically.

2. Performance Appraisal System for Temporary Staff

The employees working on "local funds & need base" are also monitored. Their wages or honorariums are fixed as per the government guidelines and their skill base.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

For all expenditures and purchases, an established procedure is followed as per Himachal Pradesh Financial Rules (HPFR), 2009. All these funds are subject to strict auditing.

1. Statutory Audits

Being a government institution, funds disbursed through government treasury (Himkosh) are audited by the Indian Audit and accounts

Department, Principal Accountant General (Audit) Himachal Pradesh Shimla. The statutory audit by the Accountant General of Himachal Pradesh has been done up to December 2015.

2. Local Audit Department Himachal Pradesh

The audit by Local Audit Department (LAD), Department of Finance, Government of Himachal Pradesh of college funds has been done upto March 2011. External Professional (CA) Audit is conducted once in every year after the completion of the financial year by the independent chartered accountant appointed by the principal. The work audit of the allocated funds under RUSA scheme are done by State Project Director ashtriyaUchchatar Shiksha Abhiyan (SPD-RUSA) team from the Directorate of Higher Education, Government of Himachal Pradesh Shimla.

4. Internal Audit a. Internal Financial Audit- done by college bursar b. Internal Physical Audit- executed through internal committees

5. Audit Findings

The audit report comprises of significant audit findings and other incidental findings related to regularity and propriety aspects

6. Settling of Audit Objections

If any excess amount is found to have been claimed, the party concerned is contacted and asked to refund the same. Right now, no audit objection is pending for settlement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

24.95

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

I.Mobilisation of Funds 1.Budgetary Allocation

The major funding for college activities is done by the Department of Higher Education, Government of Himachal Pradesh encompassing expenditure on employees' salary, pensions, TA, DA, Medical bill reimbursements, infrastructure and office expenses. The entire budget management in Himachal Pradesh is done through online treasury portal - Himkosh.

Development plans are submitted to the Department of Higher Education for budgetary allocations.

2.Special Schemes of State Government

a.Utkrisht Mahavidyalaya Yojana provided agrant of ? 1 crore.

b.Building Fund Common Pool

c.MLA Local Area Development Funds (MLALAD)

3.The fees and funds collected from students

4. RUSA Grant of ? 2 crores.

5.DBT Star College Scheme of? 63 lakhs.

6.The UGC grant under Community College was received by the college and the ICSSR funding for research was also received.

7.PTA and Alumni

II.Optimal Utilisation of Resources

The funds are utilized as per HPFR 2009 of the State. Either the

principal is the DDO or one of the senior members is given the charge of DDO who looks after the financial matters .There is an office supported by accounts staff who maintains a proper ledger with details of the financial support received and utilized under different heads from various agencies. The government guidelines give utmost priority to the use of Government e-Marketplace (GeM) portal .

College accesses PFMS for all plan .

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC works on the Quality Assurance Policy for:

- Providing a congenial work environment to human resources and learning environment to students.
- Enhancing competence of the faculty by encouraging them to adopt innovative methods of teaching and using latest technologies.
- Evolving the institutional systems based on the feedback obtained from stakeholders and striving towards continual improvement of quality management
- a.Integrated Stakeholder Management

Our quality system offers holistic education which is done by imbining leadership qualities with moral and ethical values aimed toward social commitmentwith the inclusion of all the stakeholders.

b.The college has put into practice the toolkit of good governance 1. Quality Assurance Processes a.Formulation of Strategic Plan

The IQACformulates the Strategic Plan. The analysis is carried out to identify the focus areas and goals and priorities are determined.

b. Effective Deployment of Strategic Plan

The latest updated Strategic Plan 2018-23 Deployment document has been made available on the college website.

2. Quality Initiatives of IQAC

The IQAC plays a pivotal role in the enhancement and sustainability of quality in the educational services provided by the institution. The IQAC has played a key role in initiating and institutionalizing many good practices thereby institutionalizing quality assurance strategies and practices. The detailed quality initiatives of IQAC are uploaded on the college website.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

As per revised guidelines and following the toolkit of good governance, the rotation policy has been implemented in IQAC as well.

In order to keep a track of the institution's academic output and to gauge its level of conformity to the quality criteria prescribed by the NAAC, the college has for the first time conducted an academic audit. The process designed for conducting the academic audit involves external experts from reputed higher educational institutions.

All the classrooms and halls have been equipped with ICT facilities with either smart interactive panel with easy board software or projectors with motorised screen and computer system or digital podium. Internet Connectivity is enabled in all the classrooms, laboratories, offices, halls through campus wide LAN connectivity and internet lease line with bandwidth of 50 Mbps. Week wise lesson plans along with pedagogy for the entire session

are prepared and communicated to the students in classrooms also. The teaching lesson plans are available department-wise on the college website. The academic calendar is prepared through participative methods and is kept in tune with the conduct of university examinations and sports calendar. The college observes complete transparency in the award of internal assessment based on the performance of the students in internal examinations, assignments, seminars, attendance etc. which is displayed on the notice board. These reports are analysed, recommendations made, and teaching learning process modified suitably. The mentor-mentee system has ensured individual attention to the students by the teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college firmly endorses the principle of gender equity in all our systemic processes enveloping the curricular and extracurricular transactions. Our students come from diverse socio-cultural backgrounds, and we take conscious efforts to engage them on the issues of gender sensitivity and gender equity.

Being a co-educational institution, the Government College Paonta Sahib is always sensitive and empathetic towards social problems pertaining to girl students. The college assures a safe and secure environment through CCTV cameras, security guard & discipline committee at college level ; first aid medical facility, providing them counselling in career, health & hygiene along with psychological and peer counselling. The College has separate girls' common room named after Kinkari Devi, an environmentalist from Sirmour district of Himachal Pradesh. The room is facilitated with washroom, dressing mirror, provision of RO water and sanitary napkin vending machine. An internal complaint committee is set up as per the Vishakha guideline whose details are displayed along with the names of members and their contact numbers on the college website. The members of the committee can be easily approached whenever required by any female student, faculty member or any non teaching staff. The institution has installed the suggestion/complaint box at the entrance of the college for all the students to share their ideas, problems, complaints etc. with the college. The college in its attempt to help the faculty or students having toddlers, focus on their work, has established day care centre free of cost.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/

B. Any 3 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

1. Solid waste management:

The college administration has declared the college campus plastic free. To keep the campus neat and clean the small dustbin is placed in each classroom and big dustbin on each floor of the college building.

2. The liquid waste disposal is well managed by the college. The chemicals discharged from the chemistry laboratory are disposed of in a separate tank, outside the lab. The liquid waste generated from the canteen and washrooms is channelled into scientifically built underground tanks. There are soak pits on campus that discharge treated water to the ground and help keep water levels high.

3. Biomedical waste management: The biologically contaminated waste materials such as media and microbial culture are sterilized, disinfected, and disposed in proper labelled disposable bags. They are then disposed in pits and incinerated. Incinerators are installed in girl's washroom also.

4. E-waste materials are disposed-off through government approved agencies or buy back schemes.

5. Waste recycling system : College has vermicomposting pits to convert organic waste into compost to be used as manure for the gardens in the institute.

6. Hazardous chemicals and radioactive waste management : The chemicals used in the chemistry laboratory are disposed after dilution, collected in choke pits, and released. Acids are neutralized and released. There are no sources of radioactive elements on the campus.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	B. Any 3 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	A. Any 4 or all of the above

energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college is a microcosm of India's harmonious existence of multicultural diversity as inclusivity is intrinsic to its core values. Amrit Vani paath is held almost every year with langar . Celebration of a host of multicultural events strengthens the solidarity among the staff and students from diverse backgrounds.

To promote equity among the students belonging to different socio-economic strata, the financial assistance in the form of fee-concession and scholarships are provided to SC, ST and OBC students sponsored by the Govt. of Himachal Pradesh and Government of India.

Usage of Languages: A Pragmatic Approach: The college is an amalgamation of different cultures, ethnicities and dialects as the students hail from far flung regions of the states (Sirmaur and Shimla) as well as from the other states (Uttarakhand, Haryana, Uttar Pradesh, and Bihar). The college magazine 'Bhanuja' provides ample opportunity to the students speaking different languages to put forth their ideas in various sections. Various literary competitions viz. declamation, debate, poetic recitation etc. in Hindi, Sanskrit, English are organized in the institution.

Regional Identities: Performances of regional dances like Naati Raasa, Bhangra, Gidda, etc. showcase the vibrancy of the multicultural fabric of India, during the annual cultural festival and other cultural events. Boodhi Diwali, a local traditional festiva of hilly areas of Sirmaur district is celebrated within the college campus also to nourish the connectivity with the culture.

The college through its various wings launches communal harmony campaigns and also collect donations for the NFCH.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The prime vision of institution is to transform the future

citizens of our nation with right values, duty conscience and spirit of patriotism.

The Preamble to the Constitution has been displayed in a prominent place in the college to create awareness. The constitutional values are reflected in the academic, curricular co-curricular and extra-curricular activities of the college. The academic content and its delivery to the students are well grounded in constitutional principles. Several courses that the students study, especially in Humanities and Literature, have portions pertaining to the Indian constitution and constitutional values.

Institute ensures equality, liberty, fraternity while dealing with stakeholder.

Various activities are organized in the college to sensitize the students and employees on constitutional obligations. Students are admitted to the college by a strict adherence to reservation policies and rules, ensuring justice and equality to all categories of students. The student community of the college is made conscious of their rights and social responsibilities. The activities of the NSS highlight social responsibility and commitment to the underprivileged sections of the society. As a part of the moral, social, national, and global human responsibility, environmentally safe practices like plastic ban, water conservation, waste segregation, cleanliness and anti-pollution practices are inculcated in everybody's mind.

The college has conducted voter-registration drives to register first time voters and encourage them to vote and be counted as citizens of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website

A. All of the above

There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution firmly believes that celebrating national, international, and commemorative days, events and festivals help reinforce ideals and values for which these stand as testaments. Such commemorations bring out the best picture of our nation, national unity, civic sense, environmental concern, and contributions of predecessors in science, literature, and arts, among faculty, staff, and students.

1. The days of commemoration/ observation/ celebration are planned in advance and reflected in the academic calendar. The college celebrates the national festivals - the Independence Day and the Republic Day with great zeal with flag hoisting ceremony led by the Principal

2. The college celebrates National Days like Gandhi Jayanti and Swachhta Mission , National Science Day , Indian Armed Flag Day, National Voters Day ,National Sports Day .

3. National Events like Van Mahotsav is observed by Eco Club with NSS, Rovers & Rangers and NCC and National Hindi Diwas is celebrated by the faculty members of the department of Hindi.

4. International Days

a. International Women's Day Women cell along with the students of the college celebrate International Women's Day on 8th March every year on campus to mark the social, economic, cultural and political achievements of women.

b. International Yoga Day This day is observed by performing yoga and meditation regularly under the Department of Physical Education.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

I. Title of the First Best Practice: Activities under Star College Scheme

Under the star college scheme the college fully equipped the labs with new instruments for hands-on training of the students. The workshops enhance the skills of the faculty and motivates them to pursue interdisciplinary research. The workshops on food adulteration, medical diagnosis and floriculture organised under star college scheme 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.

II. Title of the second best practice: Activities under National Service Scheme (NSS) The sole aim of the NSS is to provide hands on experience to young students in delivering community service. The programme instils the idea of social welfare in students, and provides service to society without bias through the activities like Cleanliness drive, collection of plastic waste, Blood

Donation Camp, awareness programmes, talks by various resource persons. Special emphasis on personality development of volunteer is laid by organising various activities like Kabaddi Match, art craft activities, Quiz, Dance, Skit, declamation, Singing Competitions etc.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Theme: Gram Mahila Aparajita: Empowering Rural Populace with Focus on Women Empowerment and Skill Enhancement Vision Intellectually, morally, and spiritually enlightened young rural women confident to face the challenges of the modern world equipped with local, national, global competencies. The college has envisioned a life-oriented education that empowers women through humanising and liberating process. Thereby, these empowered women would be the agents of change and development by transforming themselves into courageous, self-confident, self-reliant, competent individuals, effective managers, assertive personalities, and decisive leaders. The institution is committed to providing quality higher education encompassing capacity building for knowledge economy towards progress of rural populace particularly socio-economically disadvantaged groups with special focus on rural women and their skill levels. Rural women are provided with educational and skill enhancement opportunities to become economically and socially equal.

The institution believes that rural upliftment and women empowerment can be achieved through education. The overall governance of the institution emphatically reveals the theme "Gram Mahila Aparajita: Empowering Rural Populace with Focus on Women Empowerment and Skill Enhancement" establishing it as an institutional distinctiveness. This holistic process involves the Academic, cultural, physical empowerment, Skill enhancement, intellectual and inspirational empowerment, financial assistance. The National Education Policy 2020 is expected to provide impetus to the broadening of outlook through removal of

the limitations of rigid academic schedule and greater emphasis on sports and cultural activities providing holistic development of the student.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The college aims to :

1. increase the number of Add-on Certificate Courses in the college in collaboration with Himachal Pradesh Kaushal Vikas Nigam, Community College Scheme & IGNOU Study Centre in the college.
2. upgrade ICT enabled classrooms and Upgradation of IT Labs with more computers with internet connectivity.
3. Strengthen the mentor-mentee system
4. to begin the programmes for slow and advanced learners like providing coaching for ground test for Army/Police/Forest Positions, Coaching for Civil Service Examinations
3. to encourage students for participation in Sports and Cultural Competitions through organizing intra-mural sports championships, cultural events.
4. To conduct of Quality Audits:: Different kinds of quality audits like green audit, environment audit and energy audit will be conducted with external experts from related government departments and by an external academic audit team.
5. to obtain curriculum feedback from all the stakeholder through online google form .
6. Set-up of indoor gymnasium in college .
7. to simplify & strengthen student supports including online admissions, and examination process.