



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	LAL BAHADUR SHASTRI GOVT. DEGREE COLLEGE SARASWATI NAGAR
• Name of the Head of the institution	Dr. P. P. Chauhan
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01781238149
• Mobile No:	9418470677
• Registered e-mail	gcsnagar25@rediffmail.com
• Alternate e-mail	iqacsnagar@gmail.com
• Address	P.O. Hatkoti, Tehsil Jubbal, Distt. Shimla
• City/Town	Saraswati Nagar
• State/UT	Himachal Pradesh
• Pin Code	171206
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	

• Name of the Affiliating University	Himachal Pradesh University
• Name of the IQAC Coordinator	Dr. Poonam Mehta
• Phone No.	01781238149
• Alternate phone No.	
• Mobile	9816048658
• IQAC e-mail address	gcsnagar25@rediffmail.com
• Alternate e-mail address	iqacsnagar@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.lbsgcsnagar.edu.in/pdf/naac_2019_20_aqar_report.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.lbsgcsnagar.edu.in/pdf/Academic%20Calender%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.56	2017	22/05/2017	22/05/2022

6.Date of Establishment of IQAC

24/04/2017

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
LBS GC Saraswati Nagar	Infrastructural Grants	RUSA	2018/2	10000000
LBS GC Saraswati Nagar	Multipurpose Hall	State Govt.	2019/3	165000
College Sports Deptt.	Synthetic track	State Govt.	2019/2	29060482

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9. No. of IQAC meetings held during the year	1
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
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)	
<p>1. Admissions to all courses/classes were made through online mode. 2. Online teaching conducted through Zoom, Teachmint, Google Meet etc. Online content provided to students through PPTs, video lectures and tests undertaken through Google forms etc. 3. 98% of RUSA funds utilized. 4. Furniture bought for canteen and installation of additional solar lights done in girls hostel and college campus. 5. 78% of work of construction of college ground completed</p>	
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
Implementation of portal for online admissions.	The proposal for online admission was successfully implemented and admissions to all courses/classes were made through online mode
Implementation of feasible methods of online teaching.	Online teaching conducted through Zoom, Teachmint, Google Meet etc. Online content provided to students through PPTs, video lectures and tests undertaken through Google forms etc.
Utilization of RUSA funds.	98% of RUSA funds utilized.
Furniture for canteen and installation of additional solar lights in girls hostel and college campus.	Undertaken and successfully installed
Construction of college ground proposal made in 2019-20.	78% of work of construction of college ground completed

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	14/02/2022

Extended Profile

1. Programme

1.1

5

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		650
Number of students during the year		
File Description	Documents	
Data Template	View File	
2.2		50%
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		136
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		23
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		24
Number of Sanctioned posts during the year		

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	29
4.2 Total expenditure excluding salary during the year (INR in lakhs)	0.68473 Lakhs
4.3 Total number of computers on campus for academic purposes	60

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

Amid COVID-19, the Institution was still able to implement the proper mechanism for well-planned curriculum delivery and documentation as far as possible. The syllabus was framed by H.P.U. (as per CBCS) was strictly implemented for all the classes via online medium. An effective curriculum delivery was assured through all the possible online measures such as Zoom, Google Meet, preparation of lesson plans, organization of webinars, e-workshops, etc. Class tests, Assignments, quizzes, PowerPoint Presentations, etc. were conducted online using Google Classroom, Google Forms, WhatsApp, etc. IQAC assured that teachers stick to their lesson plans & annual examinations of final year students were conducted offline as per the directions of H.P.U. following all the SOPs issued by the government and the records of the same were well maintained. Proper planning and implementation were assured by IQAC by ensuring that besides the teaching of the syllabus, necessary time slots are assigned for other academic activities. Different committees such as the Academic committee were there in place to organize online academic competitions like quizzes, painting/slogan writing/collage making, declamation, etc. The respective results were announced & maintained in records well in time with reasonable rewards and recognitions for the winners.

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

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

IQAC ensures that an academic calendar is maintained and the teaching staff of all the respective departments adheres to it as far as possible except for some unforeseen circumstances as had been witnessed during the past year amid COVID-19. Continuous Internal Evaluation (CIE) is done on the basis of regular attendance of the students, assignment submissions, class tests, PowerPoint Presentations, participation in other academic and extracurricular activities, house exams etc. which are strictly conducted as per the academic calendar. Amid COVID-19, this time all these activities required for CIE were taken care of via online media and all the records were well maintained by the respective teachers.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.lbsgcsnagar.edu.in/pdf/Academic%20Calender%202020-21.pdf

1.1.3 - Teachers of the Institution participate in A. All of the above 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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

5

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	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

112

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

112

File Description	Documents
Any additional information	View File
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

Yes. The syllabi of most of the courses being taught in the institution have been designed by the H.P.U. in a way so as to integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. For example, the Department of Philosophy is teaching ethics and human values through Vedas, Upanishads, Shrimad BhagavadGita; the Departments of Geography and Botany deal with the environment and its sustainability; the Departments of B.C.A. and Commerce teaches Professional ethics; Department of Chemistry talks about Green and sustainable ways of laboratory syntheses; Departments of English, Hindi, History and Political Science are dealing with gender, cultural and traditional issues, etc. to name a few. Apart from the syllabi, the institution has Women Cell, ECO Club, Red-Ribbon Club, etc. in place to deal with specific problems. Though due to COVID-19 many programs couldn't be organized physically yet e-workshops, webinars and guidance on the personal level from the entire faculty are provided to all the students for their overall awareness and personality development.

File Description	Documents
Any additional information	No File Uploaded
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

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
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

B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.lbsgcsnagar.edu.in/pdf/Students%20Feedback%202021.pdf

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 sanctioned seats during the year

1520

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

289

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

To assess the learning levels of the students, the institution conducts class tests, mid-term exams and semester-end exams. Students are also bound to submit assignments, make PowerPoint presentations and give seminars. Moreover, exam and practicals are also conducted. Advanced learners are duly identified and then the career counselling cell organises special counselling sessions and coaching sessions for them. They are encouraged to participate in various inter and intra college events. They are allowed to utilise the Laboratories during their free hours. For weak students, tutorials and remedial classes are conducted. Online study material is also provided to them.

File Description	Documents
Link for additional Information	NA
Upload any additional information	View File

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

Number of Students	Number of Teachers
650	23

File Description	Documents
Any additional information	View File

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 Institution maintains a learner-centric atmosphere to achieve the desired learning outcomes. The college plans and organizes teaching, learning and evaluation schedules by strictly following

the college Academic Calendar. Courses with lab components, Group learning, Project work, Technical seminars, Certificate courses and Value-added courses ensure experiential learning and participative learning by the students.

The students are engaged in active and comprehensive learning experiences; using methodologies like tutorial classes, assignments, powerpoint presentations, workshops and open-book tests to manage diverse learning needs and challenges. The assessment and evaluation scheme is comprehensive, reliable, objective and transparent, outcomes of which are utilized in improving the performance of both students and teachers. The use of new technologies is incorporated from time to time in the process of teaching-learning. Creating question banks, regular evaluation and assessment of questions and generation of material/content for summative exams are some of the best practices of the college. Slow learners and advanced learners are identified through such analysis with the continuous assignments and assessments. The teachers employ an interactive and participatory approach creating a feeling of responsibility in learning and making learning a process of construction of knowledge.

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

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

Teachers of the institution regularly use ICT-enabled tools for an effective teaching-learning process. There are more than fifteen ICT-enabled classrooms and laboratories in the institution. There is also a Language lab facility in the institution. Most of these facilities are accompanied by power backup systems so that there is no interruption in the teaching-learning process during a power outage. All the departments in the institution have been provided desktop computers and internet facilities to facilitate the preparation of lecture material such as PPTs, online quizzes, preparation of video lectures etc. Apart from this, students are regularly encouraged to give PowerPoint Presentations.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	NA

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

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

11

File Description	Documents
Any additional information	View File
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

26

File Description	Documents
Any additional information	View File
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.

At the commencement of the new academic session, a detailed academic calendar is prepared which duly mentions the tentative date of the mid-term examination. The teachers explain the scheme of evaluation for internal assessment in their respective classes. Class tests are conducted at regular intervals. For the award of internal assessment, students are made to submit assignments and give seminars and PowerPoint presentations. The dates for the same are conveyed to them well in time. The attendance of the students is conveyed to them from time to time. An examination cell is in place in the institution which prepares a tentative date sheet for the mid-term exam which is displayed on the notice board as well as in WhatsApp groups well in time so that any discrepancies in it can be pointed out. A final date sheet is then prepared and displayed. Question papers are collected from all the departments. Examinations are held with two invigilators on duty in every room. The result is conveyed to the students and parents. Answer sheets are also shown to the students.

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

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

To ensure transparent and time-bound conduct of internal examinations, the tentative exam date sheet is shared in the WhatsApp groups as well as displayed on the notice board well in advance for any objections by the students regarding the dates of the examinations. It is ensured that the answer scripts are evaluated by the concerned teachers within a week after the completion of examinations. Teachers distribute evaluated answer scripts to students and any clarifications or grievances are addressed by the teacher. In case any discrepancy such as mistakes in the question paper, mark allocation etc. is reported by the students, the concerned teacher resolves the discrepancy and necessary corrections (if any) are made. Parents are informed about their ward's performance through SMS. Retests are conducted for the students who remain absent for internal exams due to genuine reasons.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NA

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution has started learning outcomes that are integrated into the assessment process in its syllabi that is clearly publicised through its website and other documents. Each department that offers any programme of study is mentioned on the Institution's website and the prospectus. The syllabus of each programme provides clear information about core courses, generic elective courses, fundamental courses, discipline-specific courses and also the learning outcomes of different programmes. The syllabus also provides information about the scheme of instruction and evaluation. The Institution has incorporated such academic practices which equip

the students with discipline, knowledge, critical thinking, problem-solving ability, communication skills and digital capability. Each programme provides the students to opt for generic courses which are offered to expand their knowledge of the students and initiate them into interdisciplinary fields.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.lbsgcsnagar.edu.in/pdf/Programme%20Outcomes.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Institution evaluates the attainment of program outcomes, program-specific outcomes and course outcomes through various direct and indirect assessment methods. The assessment methods are internal examination, external examination, seminar, mini-projects, assignments, PowerPoint presentations, quizzes, viva-voce examinations, etc. A detailed record of the results of all such activities is well maintained by the concerned teachers and submitted to the examination coordinator of the institution. These are also evaluated by the feedback the institution get from the students, the parents, the teachers and the alumni.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.lbsgcsnagar.edu.in/Students_Feedback.php

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

135

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	No File Uploaded
Paste link for the annual report	https://www.lbsgcsnagar.edu.in/pdf/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://www.lbsgcsnagar.edu.in/pdf/Student%20Satisfaction%20Survey.pdf>

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	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - 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)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Various units of the college such as NCC, NSS, Rangers & rangers, Eco-Club, Red Ribbon Club etc. regularly carry out extension activities in the neighborhood community; sensitizing students to social issues, for their holistic development.

As the Covid-19 pandemic was spreading in 2020 the Students of the college participated in various activities such as Mask Making, spreading awareness about the importance of Vaccination and SOPs to be followed during the COVID pandemic, Teaching school-going children in the neighbourhood at a time when the schools were closed. These activities not only sensitized the students and their families about the COVID situation but also inculcated a sense of responsibility (towards the society) in the students.

In addition, the students also participated in various other activities such as cleanliness drives in the college and neighbouring areas, tree plantation drives, AIDS awareness campaigns, Fit India campaign etc. These activities connected the students with the larger social and environmental issues and developed student community relationships. During these activities, the students worked together for a common cause which instilled a sense of camaraderie in the students. All these activities contribute to the all-around development of the students.

File Description	Documents
Paste link for additional information	https://www.lbsgcsnagar.edu.in
Upload any additional information	View File

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

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

01

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

3.3.3 - 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

3.3.3.1 - 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

14

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

705

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

The institution has adequate infrastructure and physical facilities for teaching-learning.

The institution has an adequate number of classrooms that are assigned department-wise. Thus,

each department has its own classroom well equipped with furniture, proper IT facilities

and computers for the concerned Teachers. The students also have access to smart classrooms,

computers in computer labs, language labs, library and seminar hall. The laboratories are also

well-equipped with the latest apparatus.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has a large campus spreading over an area of 95 bighas. The institution has

a well-equipped Gymnasium which is open to both students and faculty members. A synthetic track is in the process of construction.

Meanwhile, it is being used for various outdoor sports activities like kabaddi, cricket, kho-kho etc.

There is a well-equipped sports room/hall for indoor games like table tennis, chess, badminton,

judo, karate and for yoga etc. The institution also has a boxing ring. For the conduct of

cultural activities, the college has an Open-Air Stage in the campus

and a hall also. Various

cultural events are organized there such as the NSS function, Rovers and Rangers

function, Fresher's Day, Farewell Party, rehearsals for Youth Festival events i.e. group-I, II, III and IV

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

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

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
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)

68473

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)

No

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

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	View File
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)

0.059

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

25

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Computer labs, Language lab, seminar hall, classrooms, library and administrative

office are well equipped with IT facilities and internet connectivity to help students, faculty

and administrative employees to carry out their academic and other work smoothly. The IT infrastructure is well maintained and

repaired from time to time. Most of the IT facilities of the institution have power backup systems so that the Teaching-Learning Process continues without interruption. Regular updating of software and of anti-virus etc is also

undertaken. The college website is monitored and updated from time to time.

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

4.3.2 - Number of Computers

81

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

Rs. 68743/-

File Description	Documents
Upload any additional information	View File
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.

- Laboratory

Technical laboratory personnel are deputed in the laboratories that maintain Stock registers. Regular maintenance of equipment is undertaken by lab Technicians and is supervised by the HOD.

- Library

The librarian maintains proper Issue /Return registers for the library books. Proper Stockregister is maintained in the library. The librarian is assisted by the Class IV employees in the maintenance of the Reading Room.

- Sports

The sports department has a gymnasium section. The record of sports equipment and equipment in the gymnasium is well maintained by Sports in charge and the administrative department.

- Computers

IT infrastructure, i.e , computer laboratories, computers in the seminar hall, language lab, administrative office and computers in various departments are well maintained and repaired from time to time. Regular updating of software and of anti-virus etc. is also done.

- Classrooms

The IT facilities in various classrooms are taken care of by computer teachers. For the maintenance of cleanliness and upkeep of furniture etc, class IV employees are deputed.

- Additional measures

An annual stock verification is conducted for laboratories, library, sports departments, computers and all the other departments by the committees constituted for the purpose.

CCTV cameras are installed at appropriate locations to keep a check on the maintenance of all the physical, academic and sports facilities.

Regular maintenance of campus, landscaping, hostel water tanks, water cooler and furniture etc. is undertaken.

Regular maintenance of electrical and plumbing items is also conducted.

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

40

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to institutional website	https://lbsgcsnagar.edu.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

235

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

235

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

47

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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 student council is an integral part of college administrative and academic

activities. The CSCA not only works in collaboration with college administration by bringing up the students' problems but also organizes

cultural fests to give a platform to the students to showcase their talent.

CSCA is also a part of college PTA and IQAC. Meritorious students are chosen to

be the office bearers of different departmental clubs and societies and work in

collaboration with the concerned teacher to organise departmental activities.

Moreover, editors for various sections of the college magazine are chosen from amongst the students.

The suggestion and the services of the students are also taken into consideration during the official functions of the college.

File Description	Documents
Paste link for additional information	https://www.lbsgcsnagar.edu.in/pdf/ANNUAL%20REPORT%202020-21.pdf
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

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 institution doesn't have a registered alumni association. The formation of the alumni association is in process and it will get completed by the mid of the year of 2021.

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

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 college consciously strives to realize its vision i.e. " To impart quality and value-based education to the students that empower them to sift truth from falsehood and to integrate the value of truth into their character".

The institutional vision is driven by the motto - " Satyam Param Dhimahi" which literally means Truth is supreme.

The mission of the institution is:

To provide quality higher education to the students residing in this tough hilly terrain and to make them fit for a global society.

To provide a fair chance to both the genders, poor and socially disadvantaged to attain knowledge.

To enable students to acquire various professional skills in order to increase the chances of their employability.

To focus on the development of the personality of students through curricular and extracurricular activities.

To sensitize the students towards various social concerns, human rights, gender issues and environmental issues.

The college is fully committed to producing confident students in tune with the vision and mission of the institution who would be self-sufficient to face the challenges of life. We are committed to giving them quality education to make them socially conscious human beings. The institution continuously evolves innovative methods of teaching, learning and evaluation. The college brings out an academic calendar every year as per the guidelines of affiliating University. The teaching plan for each semester is laid out by all departments and is carried out with innovative use of study tools such as computers, use of the internet, field visits and study tours. Regular counselling is provided to weaker students. We have a well-equipped library where a student can have an access to textbooks, reference books, magazines, newspapers, ebooks and e-journals. Special coaching is also provided to the weak students through the remedial classes. The college also runs self-financed courses i.e. BCA, Computer Application and Marketing Management.

The college organizes annual sports day, quiz competition, debate and declamation contests for the overall development of the students. The college has NSS, NCC, Rover and Ranger unit, Women Cell, Anti Drugs Cell, Eco Club, Red Ribbon Club and various subject societies which organise awareness drives regarding health and hygiene, environment issues, cleanliness, drug de-addiction, blood donation and other imperative social issues. The students are encouraged to participate in various co-curricular activities.

File Description	Documents
Paste link for additional information	https://www.lbsgcsnagar.edu.in/about.php
Upload any additional information	No File Uploaded

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

The Institute practices decentralization and participative management in frequent consultation with the College Governing Body. All the decisions related to college development, infrastructure and adding new courses, budget allocation to various activities of the college are taken by a democratic and participative management system in which the teaching staff, students, non teaching staff and the Alumni contribute.

As a measure of decentralization, members of teaching and non-teaching staff members are involved. Various committees were formed such as:

- CSCA, Academic committee, Sports committee, other Co-curricular committees: These committees conducted various programmes like seminars, Power Point Presentations, Yoga Fitness, Health Awareness camp etc. online in wake of COVID pandemic.
- Purchase Committee: Our College follows the standard operating procedure not only in the financial but in academic and administrative activities too.

1. As a measure of participative management the students of the college are engaged in various activities mentioned above.
2. Biometric machine for the attendance of all the teaching and non teaching staff members is installed in the college which could not operate due to pandemic during the session 2020-21.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Admission of Students

As per the HPU norms under the CBCS system on merit basis. In the session 2020-21, online admission portal was also created by the college and the admission were made online.

Human Resource Management

The human resource of the college is managed by the state Govt. The appointments and transfers are done by the Secretary Higher Education.

In the institution, some self financed courses staff is recruited by the Principal with the Heads of the departments under the norms of HPU for those courses.

However college can arrange the staff on voluntary bases as and when needed.

Basic Computer training program is organised for office and teaching staff.

Library, ICT and Physical Infrastructure / Instrumentation

- Library of the college is managed by the Librarian and by supporting staff. Additional support is provided through internet.
- ICT- training for teachers and office staff is provided through IT teaching faculty about the MS Excel, PPT etc.
- Physical infrastructure of the institution is managed by office. All infrastructure facilities like ICT labs, gymnasium, language lab and other science labs are fully accessible to all the teachers and students through out the day.
- Instrumentation- all the instruments are well maintained and repaired from time to time and available to use for all the students.

Research and Development

Many of the faculty members are actively involved in attending the research conferences, presenting research papers, attending research seminars and workshops.

Examination and Evaluation

The Continuous internal assessment system is designed in such a way that every faculty members decides on their internal assessment based on performance of student in class tests , seminar, MCQs, field visits , mini projects , mid- term examination and attendance. The final End -term examination are conducted by HP University. An academic calendar is prepared in the beginning of each Academic year by Incorporating dates of both Mid- term and final End -term examination.

Curriculum Development

H.P. University was successful in revising the syllabi and it was devised as per the needs of choice based credit system .institution has prepared policies teaching for quality education extracurricular activities for the students such as preparation of teaching plan, seminars conducted in class rooms, NSS activities , field work etc.

Teaching and Learning

- Debates, discussions, presentations and quizzes in the classes make learning more interactive.
- Students are motivated to make maximum use of library. Student's achievers are suitably rewarded and recognized to encourage them in their learning process.
- A contemporary learning approach is used for the needs of the concerned students.
- Intra disciplinary seminars and use of interactive boards and power point presentation make the teaching and learning more effective and understandable to students.
- Field trips and educational tours are organized.
- The teachers are encouraged to attend refreshers course, orientation program, workshop etc. organized by other institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.lbsgcsnagar.edu.in/
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 institution has an efficient administrative setup. Various committees pertaining to academic, sports, cultural, discipline, social welfare domains are constituted in which members of teaching staff, non-teaching staff and students are incorporated. The organogram is uploaded for reference. The policies of the institution are well reflected in the details given below.

E-governance area

Details

E-Salary statement

All the staff members can get their salary statement through electronic mode.

Manav Sampda

Teaching and non-teaching staff can upgrade their ACS's on manav sampda.

NPS

All the staff members can know and contribute their CPF on NPS by online method.

Online scholarship

All the scholarship forms like: Kalpana Chawla, IRDP are filled online.

Online tutorials and teaching materials

Many videos and teaching tutorial and materials are shared through whatsapp and face book pages to the students.

Student Admission and Support

Online admission including online payment gateway.

Finance and Accounts

Computerized office and accounts section.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.lbsqcsnagar.edu.in/pdf/organogram.pdf
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	View File
Screen shots of user interfaces	View File
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

Teaching

Non-teaching

GPF, 100 percent medical reimbursement, encashment of earned leaves, NPS , Gratuity on retirement etc.

GPF, 100 percent medical reimbursement, encashment of earned leaves, NPS Gratuity in retirement.

File Description	Documents
Paste link for additional information	NA
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

0

File Description	Documents
Upload any additional information	View File
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

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

02

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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 institution has performance-based appraisal system for the assessment of teaching and non-teaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extracurricular activities.

The performance of the faculty is evaluated based on professional

contribution to academics, contribution to short-term training courses, performing invigilation duties, and contribution to College administrative bodies such as the college academic council, R&D council, planning and development committee. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in Scopus indexed journals, book publications, sponsored projects consultancy, research supervision, awards, honors, fellowships etc. The above set performance appraisal report is filled by employees in a given prescribed proforma.

Non-teaching staff's performance includes technical contribution of individuals such as subject knowledge, awareness, productivity, quality, innovation willingness to learn, diligence etc.

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

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

The Institution has a transparent and well-planned financial management system in which the State Government and UGC are the main sources of funds. The institution conducts both internal and external financial audits regularly. External Audit: - Add-on-courses, UGC, University fund. External audit of university fund is conducted by local audit party of H.P. govt. and Govt. funds audit is conducted by A.G. H.P. Add-On courses and UGC fund audit is conducted by the Chartered Accountant. Daily transactions are verified by the Bursar of the college.

File Description	Documents
Paste link for additional information	NA
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)

.0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

1. **Fees:** Fees charged as per the university and government norms from students of various granted and self-financed courses.

2. **Salary Grant:** The College receives salary grant from the State Government.

3. **RUSA Grants**

4. College received fund from Stakeholders, Parents Teachers Association, non-government bodies, individuals and Philanthropists

The Purchase Committee takes care that purchases are done properly and in accordance with the rules. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings. To ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	NA
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

IQAC has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

File Description	Documents
Paste link for additional information	NA
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

IQAC reviews the teaching-learning process, structures and methodologies of operations to achieve the desired learning outcomes. IQAC ensures that an Academic calendar is prepared at the commencement of the academic session wherein ample time is devoted to regular teaching and to various other curricular and extracurricular activities. It makes sure that the lesson plan is prepared by the faculty members and that they stick to it. The institution also has a feedback system to evaluate the teachers and the curriculum. The feedback is analyzed and appropriate corrective measures are taken. The performance of the students is also monitored at regular intervals through class tests, assignments, seminars, PowerPoint presentations, practicals, projects, viva voce exams and mid-term exams. IQAC ensures that the evaluation system is effective and as per University norms. The results of the students are analysed and the students with fewer marks are counselled. Remedial classes are conducted for them.

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

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	https://www.lbsgcsnagar.edu.in/annual_reports.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

- Online lectures were given by the female teachers to the girls on various issues like health and hygiene, sanitation, menstruation, etc. from time to time.
- Keeping in view the safety and security of our students CCTV cameras have been installed on the campus and department corridors.
- College has constituted 'Women Grievance/ Sexual Harassment & Redressal Cell' to deal with the issues related to girls and to talk to girls on various aspects like health, hygiene, career, moral and religious lectures, gender sensitization, etc.
- Common Room is also there in the college for the girls to take rest and it is also installed with a sanitary pad dispenser for the girls.
- Girl's toilet has been installed with an incinerator to dispose of

the sanitary napkins.

- Suggestion/complaint box has been installed at the entrance of the college for all the students.

File Description	Documents
Annual gender sensitization action plan	http://www.lbsgcsnagar.edu.in/pdf/Sexual%20Harassment%20Complaint%20%20Policy.pdf
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	http://www.lbsgcsnagar.edu.in/pdf/Sexual%20Harassment%20Complaint%20%20Policy.pdf

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/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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

- College focuses on three R's- Reduce, Recycle, Reuse and also works on making college 'Plastic Free'. The college has installed a large number of green, blue, and red dustbins at different nooks and corners for collecting biodegradable and non-biodegradable wastes. The minimal amount of non-biodegradable is mostly burnt in pits. The biodegradable portion is dumped in pits for decomposition over time.
- An incinerator has been installed in the girl's hostel for solid waste management.
- Zero percent leakage of wastewater is ensured.
- The college has minimum e-waste. The waste if any is sold to

vendors for recycling.

- Negligible chemical and no radioactive waste is produced in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	NA
Any other relevant information	View File

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 **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and 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

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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).

• Institution has always been at the forefront of sensitizing students about their cultural, regional, linguistic, and socio-economic diversities. Students are always been motivated to participate in various cultural programs like Inter-college competitions, Youth festivals, Annual Functions, Fresher's day, and other functions where they are promoted to display their folk dances and cultural activities. But this year due to the Corona pandemic such activities could not take place.

Students are regularly notified about various scholarship schemes for SC, ST, IRDP and girl students.

The college has constituted an Equal Opportunity Cell which caters to the communal and socio-economic diversities.

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

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

- One week Corona-virus campaign on the voice of youth was organized by NSS Units on social media from 25th March 2020 to 31st March 2020.
- Mask making and distribution campaign: Mask making and distribution campaign was organized by NSS Units in which 10 volunteers participated and made 300 masks which were distributed to the general public to prevent the spread of contagious disease.
- Workshop on psychological support for the patients of Covid -19 in collaboration with MAHATMA GANDHI NATIONAL COUNCIL OF RURAL EDUCATION [MGNCRE]: On 5th June 2021, 2021 at 4:00 to 5:30 pm NCC/NSS units conducted this workshop to provide psychological support to the victims of COVID-19.
- 10 Cadets of our college discharged their duties of filling the electoral ballot paper of Panchayat.
- 24 cadets of our college participated in distribution of

vaccination for covid 19

- NCC Unit of the College organized five days Yoga Camp from 16-06-2021 to 21-06-2021 on Google Meet.
- NCC troops also helped in the traffic control under the able leadership of S.U.O. Rajat Negi and U.O. Awantika Rolta on Hatkoti kenchi during the apple session on August to September 2020.
- One day special camp was organized on the college campus on 26th Feb.2021 in which 200 volunteers took part.
- NSS seven days special camp was organized from 22nd March 2021 to 29th March 2021 under the theme ATAM NIRBHAR BHARAT in which 100 volunteers participated.
- Rovers & Rangers Scouts Fight Against Corona 2.0: Six (06) Volunteers of the unit are registered online Scouts Fight Against Corona 2.0. The volunteers are making society aware of the Covid-19 situation. Awareness about Vaccination by means of posters and slogans was also spread among the community.
- NCC, and Eco-club units of the college organized Swachhta Abhiyan on 26th February 2021 in the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

4.

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Institution actively participates to celebrate National/International commemorative days, events, and festivals. The list of some of the activities has been attached. But this year due to the Corona pandemic such activities could not take place in the way which institution conducts otherwise. Still, some of the days or events were celebrated online/offline mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

In wake of COVID 19, the best practices proposed and implemented in 2019-20 were continued for the session 2020-21.

1. Taping alternative sources of Energy Energy Conservation Goal: Use of Eco-friendly and efficient sources of alternate energy and set an example as per national policy and objectives as well as the UN Sustainable Development Goal no. 7, 'Affordable and clean energy for all. The Practice The college is regularly investing in alternate sources of energy. The harvesting of clean solar energy is promoted on the campus.

2. Community life enrichment Goal: Establishment of Institution and community link to inculcate moral values, environmental consciousness, and respect for elders.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

This college was established in July 1986 in the tough hilly terrain of Himachal Pradesh to cater to the higher educational needs of the people of this area. This college was opened with the aim of providing education to the students at their doorstep, enabling them to acquire Higher Education with professional skills and confidence to face the world. Vision: " To impart quality and value-based education that empowers students to sift truth from falsehood and to integrate the value of truth into their character" This institutional vision is derived from the motto - "Satyam Param Dhimahi" which literally means Truth is supreme.

The institution aims at providing a distinct environment of excellence in education and inculcating in them human values like truthfulness, honesty, hard work, character building, capacity building and social commitment. Thus the institution aims at enhancing the skills and holistic development of the personality of the students.

The college has focussed on promoting computer literacy amongst the students, the majority of who come from nearby rural areas. It has well-equipped computer labs and through its well-planned courses in computers, the college is imparting the essential skills of operating computers to its students. Other skills of the students that the college desire to groom is related to the field of horticulture. This suits their special needs as future horticulturists. The college organizes lectures by progressive horticulturists and further plans to organize field visits and workshops to provide knowledge to the students. At the core of student welfare activities are the institutional efforts which serve the educational needs of the poor students, students from reserve

categories especially the female students who make up a great majority. In addition to these welfare endeavors, the preservation, promotion, and popularization of local culture, history and dialect are given a priority in most of the co-curricular representations. All such initiatives have built a distinctive identity of the institution.

Due to the COVID pandemic, the priority of the institution in the session 2020-21 was to ensure an effective Teaching-Learning process. Various techniques which have been used by the faculty members throughout the session include Online Classes via Zoom App, Google Meet, Teachment App etc. amid COVID-19 when offline teaching was impossible. Soft copies of the subject study material in form of pdf files, jpg images, or Google Drive links were provided on regular basis to all the students. Assignments were collected from students on various platforms like Google Classroom or through emails. Class tests were conducted during online classes or via Google Forms whenever possible. PowerPoint presentations and Seminars by students were conducted via an online medium so as to keep a check on their overall understanding of the subject.

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

Amid COVID-19, the Institution was still able to implement the proper mechanism for well-planned curriculum delivery and documentation as far as possible. The syllabus was framed by H.P.U. (as per CBCS) was strictly implemented for all the classes via online medium. An effective curriculum delivery was assured through all the possible online measures such as Zoom, Google Meet, preparation of lesson plans, organization of webinars, e-workshops, etc. Class tests, Assignments, quizzes, PowerPoint Presentations, etc. were conducted online using Google Classroom, Google Forms, WhatsApp, etc. IQAC assured that teachers stick to their lesson plans & annual examinations of final year students were conducted offline as per the directions of H.P.U. following all the SOPs issued by the government and the records of the same were well maintained. Proper planning and implementation were assured by IQAC by ensuring that besides the teaching of the syllabus, necessary time slots are assigned for other academic activities. Different committees such as the Academic committee were there in place to organize online academic competitions like quizzes, painting/slogan writing/collage making, declamation, etc. The respective results were announced & maintained in records well in time with reasonable rewards and recognitions for the winners.

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

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

IQAC ensures that an academic calendar is maintained and the teaching staff of all the respective departments adheres to it as far as possible except for some unforeseen circumstances as had been witnessed during the past year amid COVID-19. Continuous Internal Evaluation (CIE) is done on the basis of regular

attendance of the students, assignment submissions, class tests, PowerPoint Presentations, participation in other academic and extracurricular activities, house exams etc. which are strictly conducted as per the academic calendar. Amid COVID-19, this time all these activities required for CIE were taken care of via online media and all the records were well maintained by the respective teachers.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.lbsgcsnagar.edu.in/pdf/Academic%20Calender%202020-21.pdf

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	View File
Any additional information	View File

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

5

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	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

112

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

112

File Description	Documents
Any additional information	View File
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

Yes. The syllabi of most of the courses being taught in the institution have been designed by the H.P.U. in a way so as to

integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. For example, the Department of Philosophy is teaching ethics and human values through Vedas, Upanishads, Shrimad BhagavadGita; the Departments of Geography and Botany deal with the environment and its sustainability; the Departments of B.C.A. and Commerce teaches Professional ethics; Department of Chemistry talks about Green and sustainable ways of laboratory syntheses; Departments of English, Hindi, History and Political Science are dealing with gender, cultural and traditional issues, etc. to name a few. Apart from the syllabi, the institution has Women Cell, ECO Club, Red-Ribbon Club, etc. in place to deal with specific problems. Though due to COVID-19 many programs couldn't be organized physically yet e-workshops, webinars and guidance on the personal level from the entire faculty are provided to all the students for their overall awareness and personality development.

File Description	Documents
Any additional information	No File Uploaded
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

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
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	B. Any 3 of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.lbsgcsnagar.edu.in/pdf/Students%20Feedback%202021.pdf

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 sanctioned seats during the year

1520

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

289

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

To assess the learning levels of the students, the institution conducts class tests, mid-term exams and semester-end exams. Students are also bound to submit assignments, make PowerPoint presentations and give seminars. Moreover, exam and practicals are also conducted. Advanced learners are duly identified and then the career counselling cell organises special counselling sessions and coaching sessions for them. They are encouraged to participate in various inter and intra college events. They are allowed to utilise the Laboratories during their free hours. For weak students, tutorials and remedial classes are conducted. Online study material is also provided to them.

File Description	Documents
Link for additional Information	NA
Upload any additional information	View File

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

Number of Students	Number of Teachers
650	23

File Description	Documents
Any additional information	View File

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 Institution maintains a learner-centric atmosphere to achieve the desired learning outcomes. The college plans and organizes teaching, learning and evaluation schedules by strictly following

the college Academic Calendar. Courses with lab components, Group learning, Project work, Technical seminars, Certificate courses and Value-added courses ensure experiential learning and participative learning by the students.

The students are engaged in active and comprehensive learning experiences; using methodologies like tutorial classes, assignments, powerpoint presentations, workshops and open-book tests to manage diverse learning needs and challenges. The assessment and evaluation scheme is comprehensive, reliable, objective and transparent, outcomes of which are utilized in improving the performance of both students and teachers. The use of new technologies is incorporated from time to time in the process of teaching-learning. Creating question banks, regular evaluation and assessment of questions and generation of material/content for summative exams are some of the best practices of the college. Slow learners and advanced learners are identified through such analysis with the continuous assignments and assessments. The teachers employ an interactive and participatory approach creating a feeling of responsibility in learning and making learning a process of construction of knowledge.

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

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

Teachers of the institution regularly use ICT-enabled tools for an effective teaching-learning process. There are more than fifteen ICT-enabled classrooms and laboratories in the institution. There is also a Language lab facility in the institution. Most of these facilities are accompanied by power backup systems so that there is no interruption in the teaching-learning process during a power outage. All the departments in the institution have been provided desktop computers and internet facilities to facilitate the preparation of lecture material such as PPTs, online quizzes, preparation of video lectures etc. Apart from this, students are regularly encouraged to give PowerPoint

Presentations.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	NA

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**

23

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
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**

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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**

11	
File Description	Documents
Any additional information	View File
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

26	
File Description	Documents
Any additional information	View File
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.

At the commencement of the new academic session, a detailed academic calendar is prepared which duly mentions the tentative date of the mid-term examination. The teachers explain the scheme of evaluation for internal assessment in their respective classes. Class tests are conducted at regular intervals. For the award of internal assessment, students are made to submit assignments and give seminars and PowerPoint presentations. The dates for the same are conveyed to them well in time. The attendance of the students is conveyed to them from time to time. An examination cell is in place in the institution which prepares a tentative date sheet for the mid-term exam which is displayed on the notice board as well as in WhatsApp groups well in time so that any discrepancies in it can be pointed out. A final date sheet is then prepared and displayed. Question papers are collected from all the departments. Examinations are held with two invigilators on duty in every room. The result is conveyed to

the students and parents. Answer sheets are also shown to the students.

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

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

To ensure transparent and time-bound conduct of internal examinations, the tentative exam date sheet is shared in the WhatsApp groups as well as displayed on the notice board well in advance for any objections by the students regarding the dates of the examinations. It is ensured that the answer scripts are evaluated by the concerned teachers within a week after the completion of examinations. Teachers distribute evaluated answer scripts to students and any clarifications or grievances are addressed by the teacher. In case any discrepancy such as mistakes in the question paper, mark allocation etc. is reported by the students, the concerned teacher resolves the discrepancy and necessary corrections (if any) are made. Parents are informed about their ward's performance through SMS. Retests are conducted for the students who remain absent for internal exams due to genuine reasons.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NA

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institution has started learning outcomes that are integrated into the assessment process in its syllabi that is clearly publicised through its website and other documents. Each department that offers any programme of study is mentioned on the Institution's website and the prospectus. The syllabus of each programme provides clear information about core courses, generic elective courses, fundamental courses, discipline-specific courses and also the learning outcomes of different programmes.

The syllabus also provides information about the scheme of instruction and evaluation. The Institution has incorporated such academic practices which equip the students with discipline, knowledge, critical thinking, problem-solving ability, communication skills and digital capability. Each programme provides the students to opt for generic courses which are offered to expand their knowledge of the students and initiate them into interdisciplinary fields.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.lbsgcsnagar.edu.in/pdf/Programme%20Outcomes.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Institution evaluates the attainment of program outcomes, program-specific outcomes and course outcomes through various direct and indirect assessment methods. The assessment methods are internal examination, external examination, seminar, mini-projects, assignments, PowerPoint presentations, quizzes, viva-voce examinations, etc. A detailed record of the results of all such activities is well maintained by the concerned teachers and submitted to the examination coordinator of the institution. These are also evaluated by the feedback the institution get from the students, the parents, the teachers and the alumni.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.lbsgcsnagar.edu.in/Students_Feedback.php

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

135

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	No File Uploaded
Paste link for the annual report	https://www.lbsgcsnagar.edu.in/pdf/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://www.lbsgcsnagar.edu.in/pdf/Student%20Satisfaction%20Survey.pdf>

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	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - 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)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

6

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Various units of the college such as NCC, NSS, Rangers & rangers, Eco-Club, Red Ribbon Club etc. regularly carry out extension activities in the neighborhood community; sensitizing students to social issues, for their holistic development.

As the Covid-19 pandemic was spreading in 2020 the Students of the college participated in various activities such as Mask Making, spreading awareness about the importance of Vaccination and SOPs to be followed during the COVID pandemic, Teaching school-going children in the neighbourhood at a time when the schools were closed. These activities not only sensitized the students and their families about the COVID situation but also inculcated a sense of responsibility (towards the society) in the students.

In addition, the students also participated in various other activities such as cleanliness drives in the college and neighbouring areas, tree plantation drives, AIDS awareness campaigns, Fit India campaign etc. These activities connected the students with the larger social and environmental issues and developed student community relationships. During these activities, the students worked together for a common cause which instilled a sense of camaraderie in the students. All these activities contribute to the all-around development of the students.

File Description	Documents
Paste link for additional information	https://www.lbsgcsnagar.edu.in
Upload any additional information	View File

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

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

01

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

3.3.3 - 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

3.3.3.1 - 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

14

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

705

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

The institution has adequate infrastructure and physical facilities for teaching-learning.

The institution has an adequate number of classrooms that are assigned department-wise. Thus,

each department has its own classroom well equipped with furniture, proper IT facilities

and computers for the concerned Teachers. The students also have access to smart classrooms,

computers in computer labs, language labs, library and seminar hall. The laboratories are also

well-equipped with the latest apparatus.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has a large campus spreading over an area of 95 bighas. The institution has

a well-equipped Gymnasium which is open to both students and faculty members. A synthetic track is in the process of construction.

Meanwhile, it is being used for various outdoor sports activities like kabaddi, cricket, kho-kho etc.

There is a well-equipped sports room/hall for indoor games like table tennis, chess, badminton,

judo, karate and for yoga etc. The institution also has a boxing ring. For the conduct of

cultural activities, the college has an Open-Air Stage in the campus and a hall also. Various

cultural events are organized there such as the NSS function, Rovers and Rangers

function, Fresher's Day, Farewell Party, rehearsals for Youth Festival events i.e. group-I, II, III and IV

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

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

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
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)

68473

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)

No

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

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	View File
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)

0.059

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

25

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Computer labs, Language lab, seminar hall, classrooms, library and administrative

office are well equipped with IT facilities and internet connectivity to help students, faculty

and administrative employees to carry out their academic and other work smoothly. The IT infrastructure is well maintained and repaired from time to time. Most of the IT facilities of the institution have power backup systems so that the Teaching-Learning Process continues without interruption. Regular updating of software and of anti-virus etc is also undertaken. The college website is monitored and updated from time to time.

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

4.3.2 - Number of Computers

81

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

Rs. 68743/-

File Description	Documents
Upload any additional information	View File
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.

- **Laboratory**

Technical laboratory personnel are deputed in the laboratories that maintain Stock registers. Regular maintenance of equipment is undertaken by lab Technicians and is supervised by the HOD.

- **Library**

The librarian maintains proper Issue /Return registers for the library books. Proper Stockregister is maintained in the library. The librarian is assisted by the Class IV employees in the maintenance of the Reading Room.

- **Sports**

The sports department has a gymnasium section. The record of sports equipment and equipment in the gymnasium is well maintained by Sports in charge and the administrative department.

- **Computers**

IT infrastructure, i.e , computer laboratories, computers in the seminar hall, language lab, administrative office and computers in various departments are well maintained and repaired from time to time. Regular updating of software and of anti-virus etc. is also done.

- **Classrooms**

The IT facilities in various classrooms are taken care of by computer teachers. For the maintenance of cleanliness and upkeep

of furniture etc, class IV employees are deputed.

- Additional measures

An annual stock verification is conducted for laboratories, library, sports departments, computers and all the other departments by the committees constituted for the purpose.

CCTV cameras are installed at appropriate locations to keep a check on the maintenance of all the physical, academic and sports facilities.

Regular maintenance of campus, landscaping, hostel water tanks, water cooler and furniture etc. is undertaken.

Regular maintenance of electrical and plumbing items is also conducted.

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

40

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to institutional website	https://lbgcsnagar.edu.in
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

235

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

235

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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**

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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**

47

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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**

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
<p>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)</p> <p>The student council is an integral part of college administrative and academic activities. The CSCA not only works in collaboration with college administration by bringing up the students' problems but also organizes cultural fests to give a platform to the students to showcase their talent.</p> <p>CSCA is also a part of college PTA and IQAC. Meritorious students are chosen to be the office bearers of different departmental clubs and societies and work in collaboration with the concerned teacher to organise departmental activities.</p> <p>Moreover, editors for various sections of the college magazine are chosen from amongst the students.</p> <p>The suggestion and the services of the students are also taken into consideration during the official functions of the college.</p>	

File Description	Documents
Paste link for additional information	https://www.lbsgcsnagar.edu.in/pdf/ANNUAL%20REPORT%202020-21.pdf
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

5

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 institution doesn't have a registered alumni association. The formation of the alumni association is in process and it will get completed by the mid of the year of 2021.

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

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 college consciously strives to realize its vision i.e. " To impart quality and value-based education to the students that empower them to sift truth from falsehood and to integrate the value of truth into their character".

The institutional vision is driven by the motto - " Satyam Param Dhimahi" which literally means Truth is supreme.

The mission of the institution is:

To provide quality higher education to the students residing in this tough hilly terrain and to make them fit for a global society.

To provide a fair chance to both the genders, poor and socially disadvantaged to attain knowledge.

To enable students to acquire various professional skills in order to increase the chances of their employability.

To focus on the development of the personality of students through curricular and extracurricular activities.

To sensitize the students towards various social concerns, human rights, gender issues and environmental issues.

The college is fully committed to producing confident students in tune with the vision and mission of the institution who would be self-sufficient to face the challenges of life. We are committed to giving them quality education to make them socially conscious human beings. The institution continuously evolves innovative methods of teaching, learning and evaluation. The college brings out an academic calendar every year as per the guidelines of affiliating University. The teaching plan for each semester is laid out by all departments and is carried out with innovative

use of study tools such as computers, use of the internet, field visits and study tours. Regular counselling is provided to weaker students. We have a well-equipped library where a student can have an access to textbooks, reference books, magazines, newspapers, ebooks and e-journals. Special coaching is also provided to the weak students through the remedial classes. The college also runs self-financed courses i.e. BCA, Computer Application and Marketing Management.

The college organizes annual sports day, quiz competition, debate and declamation contests for the overall development of the students. The college has NSS, NCC, Rover and Ranger unit, Women Cell, Anti Drugs Cell, Eco Club, Red Ribbon Club and various subject societies which organise awareness drives regarding health and hygiene, environment issues, cleanliness, drug de-addiction, blood donation and other imperative social issues. The students are encouraged to participate in various co-curricular activities.

File Description	Documents
Paste link for additional information	https://www.lbsgcsnagar.edu.in/about.php
Upload any additional information	No File Uploaded

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

The Institute practices decentralization and participative management in frequent consultation with the College Governing Body. All the decisions related to college development, infrastructure and adding new courses, budget allocation to various activities of the college are taken by a democratic and participative management system in which the teaching staff, students, non teaching staff and the Alumni contribute.

As a measure of decentralization, members of teaching and non-teaching staff members are involved. Various committees were formed such as:

- CSCA, Academic committee, Sports committee, other Co-curricular committees: These committees conducted various programmes like seminars, Power Point Presentations, Yoga

Fitness, Health Awareness camp etc. online in wake of COVID pandemic.

- Purchase Committee: Our College follows the standard operating procedure not only in the financial but in academic and administrative activities too.

1. As a measure of participative management the students of the college are engaged in various activities mentioned above.
2. Biometric machine for the attendance of all the teaching and non teaching staff members is installed in the college which could not operate due to pandemic during the session 2020-21.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Admission of Students

As per the HPU norms under the CBCS system on merit basis. In the session 2020-21, online admission portal was also created by the college and the admission were made online.

Human Resource Management

The human resource of the college is managed by the state Govt. The appointments and transfers are done by the Secretary Higher Education.

In the institution, some self financed courses staff is recruited by the Principal with the Heads of the departments under the norms of HPU for those courses.

However college can arrange the staff on voluntary bases as and when needed.

Basic Computer training program is organised for office and teaching staff.

Library, ICT and Physical Infrastructure / Instrumentation

- Library of the college is managed by the Librarian and by supporting staff. Additional support is provided through internet.
- ICT- training for teachers and office staff is provided through IT teaching faculty about the MS Excel, PPT etc.
- Physical infrastructure of the institution is managed by office. All infrastructure facilities like ICT labs, gymnasium, language lab and other science labs are fully accessible to all the teachers and students through out the day.
- Instrumentation- all the instruments are well maintained and repaired from time to time and available to use for all the students.

Research and Development

Many of the faculty members are actively involved in attending the research conferences, presenting research papers, attending research seminars and workshops.

Examination and Evaluation

The Continuous internal assessment system is designed in such a way that every faculty members decides on their internal assessment based on performance of student in class tests , seminar, MCQs, field visits , mini projects , mid- term examination and attendance. The final End -term examination are conducted by HP University. An academic calendar is prepared in the beginning of each Academic year by Incorporating dates of both Mid- term and final End -term examination.

Curriculum Development

H.P. University was successful in revising the syllabi and it was devised as per the needs of choice based credit system .institution has prepared policies teaching for quality education extracurricular activities for the students such as preparation of teaching plan, seminars conducted in class rooms, NSS activities , field work etc.

Teaching and Learning

- Debates, discussions, presentations and quizzes in the classes make learning more interactive.
- Students are motivated to make maximum use of library. Student's achievers are suitably rewarded and recognized to encourage them in their learning process.
- A contemporary learning approach is used for the needs of the concerned students.
- Intra disciplinary seminars and use of interactive boards and power point presentation make the teaching and learning more effective and understandable to students.
- Field trips and educational tours are organized.
- The teachers are encouraged to attend refreshers course, orientation program, workshop etc. organized by other institutions.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.lbsgcsnagar.edu.in/
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 institution has an efficient administrative setup. Various committees pertaining to academic, sports, cultural, discipline, social welfare domains are constituted in which members of teaching staff, non-teaching staff and students are incorporated. The organogram is uploaded for reference. The policies of the institution are well reflected in the details given below.

E-governance area

Details

E-Salary statement

All the staff members can get their salary statement through electronic mode.

Manav Sampda

Teaching and non- teaching staff can upgrade their ACS's on manav

sampda.

NPS

All the staff members can know and contribute their CPF on NPS by online method.

Online scholarship

All the scholarship forms like: Kalpana Chawla, IRDP are filled online.

Online tutorials and teaching materials

Many videos and teaching tutorial and materials are shared through whatsapp and face book pages to the students.

Student Admission and Support

Online admission including online payment gateway.

Finance and Accounts

Computerized office and accounts section.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.lbsgcsnagar.edu.in/pdf/organogram.pdf
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	View File
Screen shots of user interfaces	View File
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

Teaching

Non-teaching

GPF, 100 percent medical reimbursement, encashment of earned leaves, NPS , Gratuity on retirement etc.

GPF, 100 percent medical reimbursement, encashment of earned leaves, NPS Gratuity in retirement.

File Description	Documents
Paste link for additional information	NA
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

0

File Description	Documents
Upload any additional information	View File
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

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

02

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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 institution has performance-based appraisal system for the assessment of teaching and non-teaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extracurricular activities.

The performance of the faculty is evaluated based on professional contribution to academics, contribution to short-term training courses, performing invigilation duties, and contribution to College administrative bodies such as the college academic council, R&D council, planning and development committee. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in Scopus indexed journals, book publications, sponsored projects consultancy, research supervision, awards, honors, fellowships etc. The above set performance appraisal report is filled by employees in a given prescribed proforma.

Non-teaching staff's performance includes technical contribution of individuals such as subject knowledge, awareness, productivity, quality, innovation willingness to learn, diligence etc.

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

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

The Institution has a transparent and well-planned financial management system in which the State Government and UGC are the main sources of funds. The institution conducts both internal and external financial audits regularly. External Audit: - Add-on-courses, UGC, University fund. External audit of university fund is conducted by local audit party of H.P. govt. and Govt. funds audit is conducted by A.G. H.P. Add-On courses and UGC fund audit is conducted by the Chartered Accountant. Daily transactions are verified by the Bursar of the college.

File Description	Documents
Paste link for additional information	NA
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)

.0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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

1. **Fees:** Fees charged as per the university and government norms from students of various granted and self-financed courses.

2. **Salary Grant:** The College receives salary grant from the State Government.

3. **RUSA Grants**

4. College received fund from Stakeholders, Parents Teachers Association, non-government bodies, individuals and Philanthropists

The Purchase Committee takes care that purchases are done properly and in accordance with the rules. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings. To ensure the optimum utilization of resources, the Principal issues directions.

File Description	Documents
Paste link for additional information	NA
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

IQAC has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.

2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.

3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

File Description	Documents
Paste link for additional information	NA
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

IQAC reviews the teaching-learning process, structures and methodologies of operations to achieve the desired learning outcomes. IQAC ensures that an Academic calendar is prepared at the commencement of the academic session wherein ample time is devoted to regular teaching and to various other curricular and extracurricular activities. It makes sure that the lesson plan is prepared by the faculty members and that they stick to it. The institution also has a feedback system to evaluate the teachers and the curriculum. The feedback is analyzed and appropriate corrective measures are taken. The performance of the students is also monitored at regular intervals through class tests, assignments, seminars, PowerPoint presentations, practicals, projects, viva voce exams and mid-term exams. IQAC ensures that the evaluation system is effective and as per University norms. The results of the students are analysed and the students with fewer marks are counselled. Remedial classes are conducted for them.

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

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	https://www.lbsqcsnagar.edu.in/annual_reports.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

- Online lectures were given by the female teachers to the girls on various issues like health and hygiene, sanitation, menstruation, etc. from time to time.
- Keeping in view the safety and security of our students CCTV cameras have been installed on the campus and department corridors.
- College has constituted 'Women Grievance/ Sexual Harassment & Redressal Cell' to deal with the issues related to girls and to talk to girls on various aspects like health, hygiene, career, moral and religious lectures, gender sensitization, etc.
- Common Room is also there in the college for the girls to take rest and it is also installed with a sanitary pad dispenser for the girls.
- Girl's toilet has been installed with an incinerator to dispose of the sanitary napkins.
- Suggestion/complaint box has been installed at the entrance of the college for all the students.

File Description	Documents
Annual gender sensitization action plan	http://www.lbsgcsnagar.edu.in/pdf/Sexual%20Harassment%20Complaint%20%20Policy.pdf
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	http://www.lbsgcsnagar.edu.in/pdf/Sexual%20Harassment%20Complaint%20%20Policy.pdf

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/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
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

- College focuses on three R's- Reduce, Recycle, Reuse and also works on making college 'Plastic Free'. The college has installed a large number of green, blue, and red dustbins at different nooks and corners for collecting biodegradable and non-biodegradable wastes. The minimal amount of non-biodegradable is mostly burnt in pits. The biodegradable portion is dumped in pits for decomposition over time.
- An incinerator has been installed in the girl's hostel for solid waste management.
- Zero percent leakage of wastewater is ensured.
- The college has minimum e-waste. The waste if any is sold to vendors for recycling.
- Negligible chemical and no radioactive waste is produced in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	NA
Any other relevant information	View File
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	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
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 with trees and plants 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	D. Any 1 of the above

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	View File
Certificates of the awards received	View File
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
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).

• Institution has always been at the forefront of sensitizing

students about their cultural, regional, linguistic, and socio-economic diversities. Students are always been motivated to participate in various cultural programs like Inter-college competitions, Youth festivals, Annual Functions, Fresher's day, and other functions where they are promoted to display their folk dances and cultural activities. But this year due to the Corona pandemic such activities could not take place.

Students are regularly notified about various scholarship schemes for SC, ST, IRDP and girl students.

The college has constituted an Equal Opportunity Cell which caters to the communal and socio-economic diversities.

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

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

- One week Corona-virus campaign on the voice of youth was organized by NSS Units on social media from 25th March 2020 to 31st March 2020.
- Mask making and distribution campaign: Mask making and distribution campaign was organized by NSS Units in which 10 volunteers participated and made 300 masks which were distributed to the general public to prevent the spread of contagious disease.
- Workshop on psychological support for the patients of Covid -19 in collaboration with MAHATMA GANDHI NATIONAL COUNCIL OF RURAL EDUCATION [MGNCRE]: On 5th June 2021, 2021 at 4:00 to 5:30 pm NCC/NSS units conducted this workshop to provide psychological support to the victims of COVID-19.
- 10 Cadets of our college discharged their duties of filling the electoral ballot paper of Panchayat.
- 24 cadets of our college participated in distribution of vaccination for covid 19
- NCC Unit of the College organized five days Yoga Camp from 16-06-2021 to 21-06-2021 on Google Meet.

- NCC troops also helped in the traffic control under the able leadership of S.U.O. Rajat Negi and U.O. Awantika Rolta on Hatkoti kenchi during the apple session on August to September 2020.
- One day special camp was organized on the college campus on 26th Feb.2021 in which 200 volunteers took part.
- NSS seven days special camp was organized from 22nd March 2021 to 29th March 2021 under the theme ATAM NIRBHAR BHARAT in which 100 volunteers participated.
- Rovers & Rangers Scouts Fight Against Corona 2.0: Six (06) Volunteers of the unit are registered online Scouts Fight Against Corona 2.0. The volunteers are making society aware of the Covid-19 situation. Awareness about Vaccination by means of posters and slogans was also spread among the community.
- NCC, and Eco-club units of the college organized Swachhta Abhiyan on 26th February 2021 in the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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 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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	View File

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

Institution actively participates to celebrate National/International commemorative days, events, and festivals. The list of some of the activities has been attached. But this year due to the Corona pandemic such activities could not take place in the way which institution conducts otherwise. Still, some of the days or events were celebrated online/offline mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

In wake of COVID 19, the best practices proposed and implemented in 2019-20 were continued for the session 2020-21.

1. Taping alternative sources of Energy Energy Conservation Goal: Use of Eco-friendly and efficient sources of alternate energy and set an example as per national policy and objectives as well as the UN Sustainable Development Goal no. 7, 'Affordable and clean energy for all. The Practice The college is regularly investing in alternate sources of energy. The harvesting of clean solar

energy is promoted on the campus.

2. Community life enrichment Goal: Establishment of Institution and community link to inculcate moral values, environmental consciousness, and respect for elders.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

This college was established in July 1986 in the tough hilly terrain of Himachal Pradesh to cater to the higher educational needs of the people of this area. This college was opened with the aim of providing education to the students at their doorstep, enabling them to acquire Higher Education with professional skills and confidence to face the world. Vision: " To impart quality and value-based education that empowers students to sift truth from falsehood and to integrate the value of truth into their character" This institutional vision is derived from the motto - "Satyam Param Dhimahi" which literally means Truth is supreme.

The institution aims at providing a distinct environment of excellence in education and inculcating in them human values like truthfulness, honesty, hard work, character building, capacity building and social commitment. Thus the institution aims at enhancing the skills and holistic development of the personality of the students.

The college has focussed on promoting computer literacy amongst the students, the majority of who come from nearby rural areas. It has well-equipped computer labs and through its well-planned courses in computers, the college is imparting the essential skills of operating computers to its students. Other skills of the students that the college desire to groom is related to the field of horticulture. This suits their special needs as future horticulturists. The college organizes lectures by progressive horticulturists and further plans to organize field visits and

workshops to provide knowledge to the students. At the core of student welfare activities are the institutional efforts which serve the educational needs of the poor students, students from reserve categories especially the female students who make up a great majority. In addition to these welfare endeavors, the preservation, promotion, and popularization of local culture, history and dialect are given a priority in most of the co-curricular representations. All such initiatives have built a distinctive identity of the institution.

Due to the COVID pandemic, the priority of the institution in the session 2020-21 was to ensure an effective Teaching-Learning process. Various techniques which have been used by the faculty members throughout the session include Online Classes via Zoom App, Google Meet, Teachment App etc. amid COVID-19 when offline teaching was impossible. Soft copies of the subject study material in form of pdf files, jpg images, or Google Drive links were provided on regular basis to all the students. Assignments were collected from students on various platforms like Google Classroom or through emails. Class tests were conducted during online classes or via Google Forms whenever possible. PowerPoint presentations and Seminars by students were conducted via an online medium so as to keep a check on their overall understanding of the subject.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Installations of water pump in the college so that undisrupted 24 hrs water supply is ensured in the college.
- Automation of the library will be taken up as a topmost priority in the next session.
- Construction of a new parking area for the staff.
- RUSA funds will be utilized for procuring furniture for the canteen and also for the installation of additional solar lights in the girl's hostel and on the college campus.
- Webinars/workshops/conferences will be organised in near future to emphasize intellectual activities and teachers will be motivated to participate in various such activities to improve their horizons.
- Keeping in view the Corona pandemic, several strategies are

framed for improvisation of the teaching-learning process in near future. Teachers are motivated to learn and prepare PowerPoint presentations, videos, and the use of various effective e-learning tools in the dissemination of their lectures to the students to minimize the loss of students due to this present situation.

NAAC