



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	LAL BHADUR SHASTRI GOVT. DEGREE COLLEGE SARASWATI NAGAR
Name of the head of the Institution	SaraswatiNagar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01781238149
Mobile no.	9418487333
Registered Email	gcsnagar25@rediffmail.com
Alternate Email	gcsarswatinagar-hp@nic.in
Address	LBS Govt. Degree College, Saraswatinagar, P.O. Hatkoti, Teh. Jubbal, Distt.Shimla,H.P. Pin: 171206
City/Town	SaraswatiNagar
State/UT	Himachal pradesh

Pincode	171206																		
2. Institutional Status																			
Affiliated / Constituent	Affiliated																		
Type of Institution	Co-education																		
Location	Rural																		
Financial Status	state																		
Name of the IQAC co-ordinator/Director	Dr. P.P. Chauhan																		
Phone no/Alternate Phone no.	01781238149																		
Mobile no.	9418470677																		
Registered Email	ppchauhan321@gmail.com																		
Alternate Email	gcsnagar25@rediffmail.com																		
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)	http://www.lbsgcsnagar.edu.in/aqar.php																		
4. Whether Academic Calendar prepared during the year	Yes																		
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.lbsgcsnagar.edu.in/pdf/prospectus_2019-20.pdf																		
5. Accrediation Details																			
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B+</td> <td>2.56</td> <td>2017</td> <td>02-May-2017</td> <td>01-May-2022</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B+	2.56	2017	02-May-2017	01-May-2022
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B+	2.56	2017	02-May-2017	01-May-2022														
6. Date of Establishment of IQAC	24-Apr-2017																		
7. Internal Quality Assurance System																			
Quality initiatives by IQAC during the year for promoting quality culture																			
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries																

RUSA workshops on skill enhancement	12-Mar-2018 7	160
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
LBS GC Saraswati Nagar	Infrastructure Grant	RUSA	2018 365	10000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Workshop on new innovative practices in Horticulture Resource person from Holland.

CCTV camera / Solar lights for girl's Hostel & main building (Amount in RS 2,79,022/)

Upgradation of seminar Hall to provide latest and better facilities of research to teachers and students. (Amount in RS. 4,69,070/-)

Construction of personal cabins for teachers equipped with computers, Table and chairs to provide them with better work facilities and to improve their efficiency. (Amount in RS. 11,83,459)

Purchase of latest equipment for gymnasium Departments of music, geography and departments of science. (Amount from RUSA in RS. 5,96,383/- & RS. 46,945/- from UGC fund)

No Files Uploaded !!!

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

Plan of Action	Achivements/Outcomes
RUSA workshop	Various employable skills acquired by the students
Alternative source of energy	First step by installation of solar light taken
Water Harvesting	Increase the capacity of water availability
FeedBack	Feedback taken from various stake holders
Smart Classroom	One additional smart class room installed
Power back up	Backup System with 11Kva with Nine Batteries installed. (Amount in RS. 1,49,900/-)
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

11-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Yes, Record of employee maintained through MIS

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Yes, the Institution has the mechanism for well planned curriculum delivery and documentation. The syllabus framed by H.P. University (as per CBCS) is implemented in the college. Institution assures an effective curriculum delivery through measures such as preparation of lesson Plan, Organization of seminars, PPT, conduct of tests and Quizzes and organization of field trips whenever possible. It is assured by the IQAC from time to time that teachers stick to their lesson plans. House and Annual examination are conducted as per the directions of HP University and the records of the same are well maintained. IQAC assures proper planning and implementation of curriculum by ensuring that besides classroom teaching of the syllabus, proper time slots are assigned for other academic activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Arts	18/06/2018
BCom	Commerce	18/06/2018
BSc	Science	18/06/2018
BCA	Computer application	18/06/2018

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
ADD-ON Computer Applicati on(Certificate,Diploma, Advance Diploma)	18/06/2018	27
ADD-ON Marketing Management (Certificate,Diploma, Advance Diploma)	18/06/2018	37
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Internship training from ICM Chandigarh	5
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback from Alumni: - Feedback is obtained from the Alumni in OSA meetings which are conducted twice a year by the college administration. Old students are also linked with the college through WhatsApp Group. Feedback from Parents: - Parent -Teacher meetings are conducted twice a year and their suggestions are sought to improve the attendance and results of their wards. Parents of weak students or the students with less attendance are contacted personally (intimated telephonically) by teachers. Feedback from Students: The feedback from students is collected on the feedback Performa designed by NAAC. Analysis is attached for reference.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	1320	448	448
BCom	Commerce	120	99	99
BSc	Science	300	55	55
BCA	Computer application	60	16	16

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	618	0	23	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	18	11	7	4	0
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No file uploaded.					

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

The institution has facilities and innovative processes to adopt new models and methods of teaching and learning. Through the use of internet, teachers make current study material available to the students: I. Debate discussions, presentations and quizzes in the classes make learning more interactive. These methods are used for the continuous assessment of the students. II. Students are motivated to make maximum use of library. Student's achievers are suitably rewarded and recognised to encourage them in their learning process. III. A contemporary learning approach is used for the needs of the concerned students. IV. Intra disciplinary seminars, use of interactive boards and power point presentations make the teaching and learning more effective and understandable to students. V. Fieldtrips and educational tours are organised from time to time to supplement class- room learning.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
618	23	1:27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	23	1	2	12

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	1st Year/4thSem/6th Sem.	14/05/2019	16/09/2019
BCom	Bcom	1st Year/4thSem/6th	14/05/2019	16/09/2019

BSc	Science	Sem. 1st Year/4thSem/6th Sem.	14/05/2019	16/09/2019
BCA	Computer application	1st Year/4thSem/6th Sem.	14/05/2019	16/09/2019
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The emphases were laid on interactive classroom environment, presentations, interclass Quizzes in order to involve more students in teaching- learning process. Theme based projects were assigned to students in groups to acquaint them with research methodology. Class tests were conducted at regular intervals and mid-term exams were conducted once in each semester.

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

Yes Annual academic calendar is prepared by the institution well in time. It is printed in the prospectus also for the information of the students. It clearly mentions the dates for various academic, co-curricular and sports activities planned to be undertaken during the forthcoming academic session. Best efforts are made by the institution to adhere to the dates mentioned in the calendar.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
	BCA	Computer application	8	6	75
	BSc	Science	21	16	76.19
	BCom	Commerce	32	31	96.88
	BA	Arts	127	104	81.88
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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding	Total grant	Amount received
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		agency	sanctioned	during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
IPR Workshop	Botany	05/03/2019

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

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Botany	1	2.76
National	Pub. Admn.	3	0
National	Chemistry	1	.58
International	Physics	1	4.9
No file uploaded.			

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

Department	Number of Publication
English	1
No file uploaded.	

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

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

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

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

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

Number of Faculty	International	National	State	Local
Presented papers	1	2	0	0
Attended/Seminars/Workshops	0	0	1	0
Resource persons	0	1	0	0
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Traffic control workshop in collaboration with Traffic Police	NCC	1	10
Tree Plantation	NCC	1	35
Awareness Rally on Environment Protection under the theme of Green India Clean India	NSS	2	200
Swachhata Pakhwara	NSS	2	220
Swachhata he Sewa	NSS	2	198
Special NSS 7 day camp	NSS	2	100
Mega Camp of NSS at Kullu	NSS	2	6
National Integration Camp	NSS	2	2
"Say No to Drugs" state level	Rovers Rangers	2	2

awareness rally			
Nukkad Natak and Play	Anti Drug Abuse Cell	3	18
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
World Aids Day Awareness Campaign	NSS	Aids Awareness Campaign	2	140
Swachh Bharat Cleanliness Campaign	Eco Club	Beat Plastic Pollution	1	80
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
The youth exchange programme	16	NSS	7
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Software Development	ICAI , # 2266, Phase 7/Sector 61, SAS Nagar (Mohali) – Punjab (160062), India	16/03/2019	16/04/2019	5
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	65	3	10	0	3	6	11	2	0
Added	15	0	1	0	0	0	0	2	0
Total	80	3	11	0	3	6	11	4	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	292184	0	79605

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Proper staff has been deputed to the various departments, laboratories, library and sports complex to ensure the maintenance and utilization of physical, academic and support facilities offered by the college. CCTV cameras are installed at appropriate locations to keep a check on maintenance of these facilities. The care and maintenance of sports complex is done through the deputation of staff members. Stock registers are maintained by various departments and these are annually verified by the constituted committees

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Sports, Cultural, Academic	118	236896
Financial Support from Other Sources			
a) National	IRDP Scholarship SC/ST Scholarship KalpanaChawla Scholarship	49	301772
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	21/06/2019	100	College NCC unit
Remedial Coaching	12/11/2018	25	Department of English
Language Lab	01/08/2018	35	Dept. Of English

Counselling Mentoring	02/07/2018	102	CHL Training Noida, career counselling cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Coaching for PG entrance examination	50	80	18	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	18	UG	Pol. Science /Hindi/science/English/ Pub. Admn./ Computer Science/Commerce	HPU/PG centre Seema /Bahara/PG/ Uttranchal University	PG Courses/ Professional courses
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cultural	University	30
Sports	National	2
Sports	University	6
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

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

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

72

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. As a measure of decentralization members of teaching and non-teaching staff members are involved. Various committees were formed such as academic committee and other committees pertaining to various other extra co-curricular activities. The members of non-teaching staff were also incorporated in these

various committees. These committees conducted various programmes like seminars, power point presentations, Yoga fitness, Bharat SwachhtaAbhiyan, health awareness campaigns and other inter/intra college sports and cultural activities. 2. As a measure of participative management the students of the college are engaged in various activities mentioned above. Students are assigned various duties and responsibilities for the smooth conduct of the activities/events.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	As per the HPU norms under the CBCS system on merit basis
Industry Interaction / Collaboration	A local industrial visit and an educational cum industrial tour were organized for the students.
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 and Dy. Director Higher Education. However college can arrange staff on voluntary bases as and when needed • .Transport facility on subsidized rates for students are arranged with transport departmentBasic computer training programme organized for office teaching staff.
Library, ICT and Physical Infrastructure / Instrumentation	The College has well established library, it has 112697 books, 18 periodicals/journals and 6 news papers both in English and Hindi editions. The college has ICT rooms which are used for teaching.
Research and Development	Many of the faculty members are activity 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 room, NSS activities , field work
Teaching and Learning	<p>The institution has facilities and innovative process to adopt new models and methods of- teaching and learning. Though the use of internet - teachers make current study material available to the students: I. Debate discussions, presentations and quizzes in the classes make learning more interactive. These methods are used for the continuous assessment of the students. II. Students are motivated to make maximum use of library. Students achievers are suitably rewarded and recognized to encourage them in their learning process. III. A contemporary learning approach is used for the needs of the concerned students. IV. Intra disciplinary seminars and use of interactive boards and power point presentation make the teaching and learning more effective and understandable to students. V. Fieldtrips and educational tour are organized from time to time to supplement class room learning. VI The teachers are encouraged to attend refresh course, orientation program workshop organized by other institution. VII Periodical internal Assessment is done</p>

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

E-governance area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Course	1	11/12/2018	07/01/2019	28
Refresher Course	1	19/07/2018	28/07/2018	10
Refresher Course	1	08/03/2018	28/03/2018	21
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	23	12	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, 100 medical reimbursement, encashment of earned leaves, NPS, Gratuity on retirement etc.	GPF, 100 medical reimbursement, encashment of earned leaves, NPS Gratuity in retirement.	Tuition Fee for girls is exempted, scholarships schemes like KalpnaChawala and scholarships for SC/ST /OBC /IRDP.

6.4 – Financial Management and Resource Mobilization

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
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No Data Entered/Not Applicable !!!

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	nil	Yes	IQAC
Administrative	Yes	Govt. Audit System	No	Nil

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

1. PTA provided financial assistance for the repair of common passage of college and construction of stairs leading to old block of the college. 2. PTA provided financial assistance to NSS for organising special camp. 3. PTA meetings were conducted in order to ensure better participation of parents, students and teachers, feedback was received from the parents in the meetings.

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

The Women Counselling cum Grievance Redressal Cell organised counselling session on Sexual Harassment and Rights of Women at Workplace for women support staff of the college.

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

1. Upgradation of infrastructure • Creation of smart classrooms • Installation of solar light • Installation of CCTV Cameras 2. Creation of PG classes 3. Installation of modern sports equipment and upgradation of gymnasium

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Consultancy on Apple Farming in Collaboration with Himalayan Eco-Hort. Society	17/12/2018	17/12/2018	17/12/2018	220
2019	Coaching Classes for outgoing	20/02/2019	20/02/2019	28/02/2019	20

	batch				
2019	Drug Free India programme in collaboration with Art of Living org.	18/02/2019	18/02/2019	18/02/2019	150
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on self Defence	01/10/2018	08/10/2018	100	0
Guest Lecture in Health and Hygiene	07/09/2018	07/09/2018	60	0
Handicraft	21/07/2018	21/08/2018	31	0
Beautician	16/07/2018	04/08/2018	26	0

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

Percentage of power requirement of the University met by the renewable energy sources
Installation of solar lights in the college campus and girls hostel by HIMURJA, awareness rallies against use of plastic, tree plantation in campus and outside campus. Placement of incinerator machines in the hostel and on the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
No Data Entered/Not Applicable !!!		

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	11/07/2018	2	Water sports	Utilization of local resources	41
2018	1	1	17/12/2018	1	Consultancy Service on apple	Issues related to Modern Technique	220

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

Title	Date of publication	Follow up(max 100 words)
Prospectus	28/05/2018	Prospectus is published every year to acquaint the students with the code of conduct in the college. All the rules and regulations, information regarding courses, admission, anti ragging laws, discipline and academic criterion are laid out in the hand book.
College Magazine	14/05/2018	The aim of the of the college magazine is to inform, engage, inspire and entertain a diverse readership which includes alumni, faculty, staff, students, parents by presenting an intimate timely and honest portrait of the college- its people, its programs, its challenges, it resources and its mission. In short, the magazine reflects the values of discipline, hard work, creative thinking while emphasizing on love for indigenous cultural traditions and dialect.
College Brochure	28/05/2018	A brochure containing the best practices of the college is distributed through news papers and local students to publicise college and attract more students to the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Fitness Camp	16/07/2018	30/07/2018	40
SwachhtaPakhwaraCamp	08/10/2018	22/10/2018	220

Tree Plantation	18/07/2018	18/07/2018	200
Play/Nukkad Natak on Drug Abuse	02/08/2018	02/08/2018	18
Health and Hygiene	07/09/2018	07/09/2018	60
Guest lecture on Women and Nutrition	12/09/2018	12/09/2018	60
Play/Nukkad Natak on Drug Abuse	19/07/2018	19/07/2018	18
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. An utmost care was taken to keep the greenery of the campus intact by tree plantation drives initiated by the NSS, NCC and Rovers Rangers. 2. Rallies and nuked natak on the theme of saving environment were organized by the NSS volunteers. 3. The students also took part in Van Mahotsava and planted trees in collaboration with HP forest department. 4. Solar street light system was installed. 5. An awareness programme was organized on hazards of plastic waste, water conservation and human contribution in depletion of Ozone layer by Eco club

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Tapping alternative natural resources through water harvesting, solar campus street lighting and solar water heating. 2. Community life enrichment through establishment of an anti drug force which works in collaboration with the community to curb the menace of drug abuse.

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

7.3 – Institutional Distinctiveness

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

The institution takes up a theme every year to conduct various awareness programs as per the theme throughout the year. The theme for the session 2018-19 was "Women empowerment and anti drug abuse awareness ". Various awareness program such as Women voting rights awareness program, Health and Nutrition program, self defence classes for girl students, beautician workshop to provide skill based awareness , Lecture on sexual harassment and women legal rights and awareness programs regarding drug abuse and its impact such as Nukkad Natak on the roads and in school and college, distribution of pamphlets showing disadvantages of drug abuse and guest lecture on hoe to stay away from drugs and rehabilitation etc.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

- Tie-ups with other academic institutions for student faculty exchange programme.
- More fund for research projects from DST and UGC.
- Digitization of library.
- Modernization of labs and classrooms.
- Getting of RUSA grant for modernizing and strengthening of the infrastructure.
- Development of

College ground and improvement of sportsfacilities. • Proposal to initiate the construction process of the auditorium. • Proposal to start the process of building a spacious canteen cum parking lot.