The Annual Quality Assurance Report (AQAR) 2017-18

Government Degree College
Sarkaghat
(H.P)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2017 to June 30, 2018)*

Part – A

AQAR for the year *(for example 2013-14)*

2017-18

1. Details of the Institution

1.1 Name of the Institution

Govt. Degree College Sarkaghat

1.2 Address Line 1

Village Barchwar Post Office Sarkaghat

Address Line 2

Tehsil Sarkaghat

City/Town

Mandi

State

Himachal Pradesh

Pin Code

175024

Institution e-mail address

gcsarkaghat-hp@nic.in

Contact Nos.

01905-230004

Name of the Head of the Institution:

Sh. Shyam Singh Thakur

Tel. No. with STD Code:

01905-230004

Mobile:

+91-8894500999

Name of the IQAC Co-ordinator:

Dr. Ramesh Chand Dhalaria

Mobile:

+91-9418164825

IQAC e-mail address:

iqac.rntgcs@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

OR

1.4 **NAAC Executive Committee No. & Date:**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/64/RAR/20 dated 08-07-2013

1.5 Website address:

www.rntgcs.com

Web-link of the AQAR:

iqac.rntgcs.com/aqar2017-18.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	68.15	2005	from: 2005 to: 2010
2	2nd Cycle	B	2.11	2013	from: 2013 to: 2018
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   12/06/2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

  i.   AQAR *2013-14 submitted to NAAC on 18-10-2018*
  ii. AQAR *2014-15 submitted to NAAC on 29-10-2018*
  iii. AQAR*2015-16 submitted to NAAC on 30-10-2018*
  iv. AQAR*2016-17 submitted to NAAC on 02-11-2018*

1.9 Institutional Status

☐ University   State [✓]   Central [ ]   Deemed [ ]   Private [ ]

    Affiliated College   Yes [✓]   No [ ]

    Constituent College   Yes [ ]   No [✓]

    Autonomous college of UGC   Yes [ ]   No [✓]

    Regulatory Agency approved Institution   Yes [✓]   No [ ]
    (eg. AICTE, BCI, MCI, PCI, NCI)

    Type of Institution   Co-education [✓]   Men [ ]   Women [ ]

                             Urban [ ]   Rural [✓]   Tribal [ ]

    Financial Status   Grant-in-aid [ ]   UGC 2(f) [✓]   UGC 12B [✓]

                  Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

        Arts [✓]   Science [✓] Commerce [✓]   Law [ ]   PEI (Phys Edu) [ ]

     TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

     Others   (Specify)   .   [BBA, BCA & PGDCA under Self Financing]

1.11 Name of the Affiliating University *(for the Colleges)*   [Himachal Pradesh University Shimla]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

    Autonomy by State/Central Govt. / University [--------]

    University with Potential for Excellence [---------]   UGC-CPE [-----------]

    DST Star Scheme [---------]   UGC-CE [-----------]

    UGC-Special Assistance Programme [-----------]   DST-FIST [-----------]

    UGC-Innovative PG programmes [---------]   Any other *(Specify)* [ ]

    UGC-COP Programmes [----------]

2. IQAC Composition and Activities

2.1 No. of Teachers | 11

2.2 No. of Administrative/Technical staff | 1

2.3 No. of students | -

2.4 No. of Management representatives | -

2.5 No. of Alumni | -

2. 6 No. of any other stakeholder and community representatives | 3

2.7 No. of Employers/ Industrialists | -

2.8 No. of other External Experts | 1

2.9 Total No. of members | 16

2.10 No. of IQAC meetings held | 1

2.11 No. of meetings with various stakeholders: No. | 1 | Faculty | ✓

Non-Teaching Staff Students | ✓ | Alumni | ✓ | Others | ✓

2.12 Has IQAC received any funding from UGC during the year?   Yes | ☐   No | ✓

If yes, mention the amount | --

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | ☐   International | ☐   National | ☐   State | ☐   Institution Level | 1

(ii) Themes |

2.14 Significant Activities and contributions made by IQAC

- Voter Awareness Campaign

- Seminar on CBCS

- One Day Workshop on Entrepreneurship and Self-employment conducted by Commerce Department under the guidance of IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements/Outcomes
1. Celebration of Important Days	1. Hindi Diwas was celebrated on 14th Sept.,2017 under the Chairmanship of Prof. Shashi. On this day Debate and Poetic competition declamation was held.
2. To equip Library with latest books and periodicals	2. During 2017-18, 15000+ e-books of worth Rs. 5900/- , 100+ e-Journals of worth 5900/- purchased and library automation SOUL 2.0 of worth 30000 is done.
3. Construction of canteen building.	3. Construction work under process.
4. Construction of Boxing Ring.	4. Construction work under process.
5. Labelling of Play Ground.	5. Work under process.
6. Construction of student parking.	6. Completed.
7. Installation of CCTV cameras in the campus.	7. Completed.
8. Construction of additional store room.	8. Completed.
9. Construction of Cabins for Faculty Members.	9. 09 Cabins constructed.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [ ]   No [✓]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

[   ]

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2	NIL	NIL	
UG	3	NIL	2(BBA &BCA)	
PG Diploma			1(PGDCA)	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	5		3	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: CBCS implemented from the session 2013-14

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	6
Trimester	0
Annual	4

1.3 Feedback from stakeholders*   Alumni ✔   Parents ✔   Employers ✔ Students ✔
(On all aspects)

Mode of feedback   :   Online ☐   Manual ✔ Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> The CBCS was implemented w.e.f. session 2013-14. Old CBCS scheme was replaced by new CBCS UGC RUSA scheme for the session 2016-17.The syllabi was revised by BoS (Board of Studies) a statutory body of H.P. University as per the requirements of CBCS.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
32	29	03	0	

2.2 No. of permanent faculty with Ph.D.

12

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	12								12

2.4 No. of Guest and Visiting faculty and Temporary faculty

09		-		05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	2	5	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of ICT

2.7 Total No. of actual teaching days during this academic year

90 per semester

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	-	-

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise
    distribution of pass percentage :

Title of the Programme	Total no. of students appeared in final year	Pass %age
B SC	450	100
B COM	100	95
BA	170	94.12
BCA	20	100
BBA	15	100
MA (Pol. Sci.)	18	100
MA (Eco)	19	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	06
Faculty exchange programme	-
Staff training conducted by the university for 7 days	01
Staff training conducted by the university for 14 days	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	04	12	1
Technical Staff	03	02	03	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The teachers of the institution are allowed and encouraged to participate in national/international conferences in their respective subjects in order to develop research attitude amongst them. The government has also allowed 14 days' special leave to the teachers in a year for the participation and paper presentation in conferences. New scientific instruments were also purchased out of the grant received under RUSA to enhance the research facilities.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	------	-------	-----
Outlay in Rs. Lakhs	-	-----	----	-----

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	------	------	------	------
Outlay in Rs. Lakhs	------	------	------	------

3.4   Details on research publications

	International	National	Others
Peer Review Journals	03	03	
Non-Peer Review Journals	-	-	
e-Journals	-	-	
Conference proceedings	-	03 research papers presented in national conferences.	

3.5 Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	02	Indian council of Historical reaserch	04 Lakh	
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No. [01]   Chapters in Edited Books [03]

ii) Without ISBN No. [   ]

3.8 No. of University Departments receiving funds from

UGC-SAP [   ]   CAS [   ]   DST-FIST [   ]

DPE [   ]   DBT Scheme/funds [   ]

3.9 For colleges   Autonomy [   ]   CPE [   ]   DBT Star Scheme [   ]

INSPIRE [   ]   CE [   ]   Any Other (specify) [   ]

3.10 Revenue generated through consultancy [   ]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons [   ]

3.13 No. of collaborations   International [   ]   National [   ]   Any other [   ]

3.14 No. of linkages created during this year [   ]

3.15 Total budget for research for current year in lakhs :

From funding agency [   ]   From Management of University/College [   ]

Total [   ]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	---------
	Granted	----------
International	Applied	----------
	Granted	----------
Commercialised	Applied	----------
	Granted	-----------

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Distt.	College
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3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

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3.19 No. of Ph.D. awarded by faculty from the Institution

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3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF `------`   SRF `-----`   Project Fellows `------`   Any other `------`

3.21 No. of students Participated in NSS events:

University level	0	State level	02
National level	0	International level	0

3.22 No. of students participated in NCC events:

University level	0	State level	02
National level	09	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	07
National level	0	International level	0

3.25 No. of Extension activities organized

University forum		College forum	25
NCC	25	NSS		Any other	

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- A rally was organized on Menaces of Pollution on 09.10.2017.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20 acres			
Class rooms	15			
Laboratories	08			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs.)	6221932/-	112598/-		6334530/-
Others				

4.2 Computerization of administration and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15135	-------	-------	-------	15135	-------
Reference Books	1682	-------	-------	-------	1682	-------
e-Books	Accessed through INFLIBNET					
Journals	15		07		22	
e-Journals	Accessed through INFLIBNET		100+	5900/-	100+	5900/-
Library automation			SOUL 2.0	30000/-	01	30000/-
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	70	02	Available	02	02	05 (No. of computers =04)	10	
Added								
Total	70	02	Available	02	02	05	10	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

4.6 Amount spent on maintenance in lakhs:

i) ICT

ii) Campus Infrastructure and facilities   42.2

iii) Equipments   1.13

iv) Others

Total :   43.33

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information about all such services was published in college prospectus.
- One day introductory session was held to aware students about all scholarship schemes, grievance redressal cell and other support services.

5.2 Efforts made by the institution for tracking the progression

The achievements of the students are recognised and rewarded in the annual function of the institution. The students are always encouraged to do their best in curricular and extra-curricular activities whereas the progression is monitored by the subject teachers through internal exams, assignments, quizzes, declamation and essay writing. Special attention is paid to the students who are poor in their basic concepts.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2131	78	---	----

(b) No. of students outside the state

(c) No. of international students

Men

No	%
823	37.26

Women

No	%
1386	62.74

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1524	599	38	277	03	2441	1323	572	31	281	02	2209

Demand ratio   Dropout % 9.504

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET [ ]   SET/SLET [ ]   GATE [ ]   CAT [ ]

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others [ ]

5.6 Details of student counselling and career guidance

Students were provided support in terms of timely information about competitive exams. A large number of books, newspapers, and magazines are made available in the library for this purpose, so that the students can excel in their career arena.

No. of students benefitted [ ]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

A declamation contest, poster making competition and an interactive talk was held on Women's Day i.e. on 8th March, 2018.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level [32]   National level [ ]   International level [ ]

No. of students participated in cultural events

State/ University level [21]   National level [ ]   International level [ ]

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level [ ]   National level [ ]   International level [ ]

Cultural: State/ University level [ ]   National level [ ]   International level [ ]

5.10 Scholarships and Financial Support

		Number of students	Amount
Financial support from institution			
Financial support from government	1. Dr. Ambedkar Post Matric Scholarship	12	Rs. 46042
	2. IRDP Scholarship	41	Rs. 49200
	3. Kalpana Chawala Chhatravriti Yojna	27	Rs. 405000
	4. Post Matric Scholarship to OBC Students	12	Rs.56392
	5. Post Matric Scholarship to SC Students	44	Rs. 218314
	6. Post Matric Scholarship to ST Students	01	Rs. 4746
	7. Dr. Ambedkar Medhavi Chhatravriti Yojna (SC)	01	Rs. 10000
	8. Dr. Ambedkar Medhavi Chhatravriti Yojna (OBC)	01	Rs. 10000
Financial support from other sources	Dile Ram Memorial Scholarship	02	2000
	Mahindra Finance Pvt. Ltd.	10	100000
Number of students who received International/ National recognitions			

5.11   Student organised / initiatives

Fairs   : State/ University level ☐   National level ☐   International level ☐

Exhibition: State/ University level ☐   National level ☐   International level ☐

5.12   No. of social initiatives undertaken by the students ☐

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **Vision**: Our vision is to become a preferred institute and a hub of academic and professional activities so that the students of rural background may have state of the art quality education at their door steps.
>
> **Mission:** Our mission is to make students grow personally and professionally to their full potential. To inculcate in the students the right values, attitude, skills and knowledge needed for success in life.

6.2 Does the Institution has a management Information System

> No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> The institution does not have any role in the formation of curriculum as the curriculum is designed by BoS (Board of Studies) a statutory body and implemented by the university.

6.3.2 Teaching and Learning

> One of the significant developments in the teaching-learning process in the session 2017-18 has been the implementation of UGC Choice Based Credit System (CBCS) programme by the HP university under RUSA in which the students have a choice to choose courses with inter disciplinary from the prescribed courses which are referred as core, elective or minor or soft skill courses and they can learn at their own pace and the entire assessment is grade-based on a credit system. The basic idea is to pay attention to the needs of the students so as to keep up-to-date with development of higher education in India and abroad. CBCS aims to redefine the curriculum keeping pace with the liberalization and globalization in education. CBCS allows students an easy mode of mobility to various educational institutions spread across the world along with the facility of transfer of credits earned by students. The system also has a significant element of teacher evaluation by students to foster a responsibility of the teacher towards what is being taught, and provisions like spoken tutorials are also available for students under the system. For making teaching and learning more effective, the teachers are encouraged and advised to make use of innovative teaching learning practices like use of e-learning resources and power point presentation. For this internet facility is strengthened in various departments and college campus.

6.3.3 Examination and Evaluation

After the implementation of Choice Based Credit System (CBCS) following developments took place in examination and evaluation system:

Semesters: In the Choice Based Credit System (CBCS)**,** the assessment is made semester wise. Each semester does have 15–18 weeks of academic work which is equal to 90 teaching days. There is flexibility in creating the curriculum and assigning credits based on the course content and hours of teaching.

• **Credit system:** Each course is assigned a certain credit. When the student passes that course, he earns the credits which are based on that course. If a student passes a single course in a semester, he does not have to repeat that course later. The students can earn credits according to his pace.

• **Credit transfer:** If for some reasons, he cannot cope with the study load or if he falls sick, he has the freedom to study fewer courses and earn fewer credits and he can compensate this in the next semester.

• **Comprehensive continuous assessment:** There is a continuous evaluation of the student not only by the teachers but also by the student himself.

• **Grading:** UGC has introduced a 10-point grading system as follows:

O	(Outstanding):	10
A+	(Excellent):	9
A	(Very-Good):	8
B+	(Good):	7
B	(Above-Average):	6
C	(Average):	5
P	(Pass):	4
F	(Fail):	0

Ab (Absent): 0

6.3.4 Research and Development

The teachers of the institution are allowed and encouraged to participate in national/international conferences in their respective subjects in order to develop research attitude amongst them. The government has also allowed teachers 14 days' special leave to the teachers in a year for the participation and paper presentation in conferences. The institution is also planning to purchase scientific instruments out of the grant received under RUSA to enhance the research facilities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library of the institution has been linked with INFLIBNET so that the teachers and students of the college can have an access to more online books and journals.

Steps have also been taken to enhance internet connectivity by providing Wi-Fi facility in the college campus. Funds have been sanctioned to create more smart classrooms in order to provide ICT based teaching learning. During session 2013-14 Rs. 11,80,000/- has been spent to develop infrastructure. The institution has also planned to purchase scientific instruments from the grants received under RUSA to enhance the research facilities in the institution.

6.3.6 Human Resource Management

The institution has also strengthened its human resource by recruiting teachers in the subjects where required the number of posts is not available or not filled, from local PTA fund in order to provide quality education to the students. The college has also recruited lab staff from local funds. The teachers of the institution regularly participate in orientation programmes, refresher courses, induction programmes and various national /international conferences which play a vital role for human resource development.

6.3.7 Faculty and Staff recruitment

The recruitment of teaching staff is made through HPPSC by the State Govt. whereas the temporary teachers and Support staff are engaged out of PTA Funds in the interests of the students as and when required. Few teachers have been engaged under self financing scheme for the courses being run under this scheme.

6.3.8 Industry Interaction / Collaboration

Educational tours and industrial visits are organized for students to increase industry interaction and collaboration.

6.3.9 Admission of Students

Admission process has significantly been changed after the commencement of CBCS. Admission seekers will have to submit filled forms by due date as announced by the university time to time and a merit list is displayed. Under Choice-based credit system, a student has to opt for a major subject and the college displays the merit list after going through the percentage of the number of students opting for that particular course. The students are also be helped by (career and guidance cell) and admission committees to choose minor, compulsory, additional and courses of hobby and general interest.

6.4 Welfare schemes for

Teaching	---		
Non teaching	----		
Students	Scheme	No. Of Students	Amount
	9. Dr. Ambedkar Post Matric Scholarship	12	Rs. 46042
	10. IRDP Scholarship	41	Rs. 49200
	11. Kalpana Chawala Chhatravriti Yojna	27	Rs. 405000
	12. Post Matric Scholarship to OBC Students	12	Rs.56392
	13. Post Matric Scholarship to SC Students	44	Rs. 218314
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	15. Dr. Ambedkar Medhavi Chhatravriti Yojna (SC)	01	Rs. 10000
	16. Dr. Ambedkar Medhavi Chhatravriti Yojna (OBC)	01	Rs. 10000
	17. Dile Ram memorial Scholarship	02	Rs. 2000

6.5 Total corpus fund generated   ---

6.6 Whether annual financial audit has been done   Yes ✔   No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		NO	
Administrative	NO		NO	

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes ☐   No ✔

For PG Programmes   Yes ☐   No ✔

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

After the implementation of Choice Based Credit System (CBCS) following developments took place in examination and evaluation system: Semesters:
In the Choice Based Credit System (CBCS), the assessment is made semester wise. Each semester does have 15–18 weeks of academic work which is equal to 90 teaching days. There is flexibility in creating the curriculum and assigning credits based on the course content and hours of teaching.

• **Credit system:** Each course is assigned a certain credit. When the student passes that course, he earns the credits which are based on that course. If a student passes a single course in a semester, he does not have to repeat that course later. The students can earn credits according to his pace.

• **Credit transfer:** If for some reasons, he cannot cope with the study load or if he falls sick, he has the freedom to study fewer courses and earn fewer credits and he can compensate this in the next semester.

• **Comprehensive continuous assessment:** There is a continuous evaluation of the student not only by the teachers but also by the student himself.

• **Grading:** UGC has introduced a 10-point grading system.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

The alumni provide valuable feedback for development of institution by direct communication or by telephonically to the head of the institution.

6.12 Activities and support from the Parent – Teacher Association

The institution has also strengthened its human resource by engaging teachers in the subjects where required the number of posts is not available or not filled, from local PTA fund in order to provide quality education to the students. The college has also engaged lab staff from local funds.

6.13 Development programmes for support staff

The training programmes for support staff are organized by govt. at Himachal Institute for Public Administration (HIPA) and Govt. College of Teacher's Education Dharamshala.

6.14 Initiatives taken by the institution to make the campus eco-friendly

NCC unit of the college organised a tree plantation programme on 12.12.2017.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Permits efficient use of faculty, particularly in the areas of specializations.

- Allowed expert alumni and external experts visiting a given campus (or even from their offices / homes) to share their experience and expertise to students and faculty across campus.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. All Departments and societies submitted their annual plan of action to IQAC.
2. Departments and various societies were asked to celebrate important days and submit report to IQAC.
3. Participation of students was made mandatory in extra-curricular activities
4. Use of mobile phones was restricted in teaching block and specific areas were decided for the same.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. **Engaging students in community services:** To make students responsible and sensitive towards society, various events highlighting societal evils & problems were organised. It included awareness rallies on drug de-addiction, AIDS Day etc., blood donation camp, celebration of women's day, swachhta campaign in surrounding locality.
2. **Emphasis on Extra-curricular activity participation:** Realising that the participation in non-academic activities is very important for all round personality development of students, the institution has made the presence in such events mandatory for all the students and students also receive full support and appreciation for their participation.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

- SWACHH BHARAT MISSION in college 25.09.2017

- NCC unit organized Rally on Pollution on 09.10.2017.

- NCC unit of the college organised one day plantation camp on 11.08.2017 and tree plantation programme on 12.12.2017.

- NCC unit organized Poster Making competition on 17.03.2018.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✓]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:
- Full-time faculty teach most classes, and there is a strong bond and a high level of interaction between faculty and students.
- Commitment to quality.
- A good library linked with INFLIBNET.
- Community engagement.
- Location

Weaknesses:
- Understaffing at few levels.

Opportunities:
- Student equity
- Career/technical education.
- New program /courses
- Marketing
- Grants or Funding

Threats:
- Outdated technology for students and others at colleges.
- Growing competition from nearby colleges.

8. **Plans of institution for next year**

1. The Celebration of important days.
2. To make arrangements in collaboration with various companies and industrial groups for placement drives to the students.
3. To make arrangements for training programmes to be imparted to the students of BBA and BCA.
4. The establishment of Carrier Guidance and Counselling cell for the welfare of the students.
5. To provide financial assistance to the students belonging to the weaker sections of the society as an equity initiative under RUSA scheme.
6. To encourage teachers for participation and presentation of papers in Seminars and Conferences of International and National repute and publication of papers in reputed journals with active participation in Orientation programmes and refresher courses as well as Induction Training Programmes.
7. To encourage students for active participation in sports and cultural activities.
8. Construction of third floor in Academic block.
9. Construction of BBA/BCA block.
10. Construction of Paths for pedestrians.
11. Campus beautification.
12. Improvements in sports and games infrastructures.
13. Construction of more smart classrooms.
14. Construction of conference rooms.
15. Generation of resources.
16. Increasing PG & Professional courses.
17. To enhance students support facility.
18. Making campus wi-fi enable.

Name : Dr. Ramesh Chand Dhalaria   *Name :   Sh. Shyam Singh Thakur*

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure-I

Academic Calendar for 2017-18

Particulars	Important Dates			
	B.A.	**BSc.**	**B.Com**	**M.A.**
Prospectus Available	15th June	15th June	15th June	---------
Last Date of Submission of Application Forms	16th to 23rd June	16th to 23rd June	16th to 23rd June	8th July
Date of Counseling	24th to 27th June	24th to 27th June	24th to 27th June	10th &11th July
Venue of Counseling	Room No.1-4	Physics & Chemistry Labs	Staff Room	Staff Room
Display of Merit List	27th June	27th June	27th June	15th July
Last Date for Depositing Dues	28th to 30th June	28th to 30th June	28th to 30th June	17th July
Regular Classes w.e.f.	01st July	01st July	01st July	20th July
Admission with Late Fee @Rs. 10 per day	Up to 30th June	Up to 30th June	Up to 30th June	
Change of Subject	Within 10 days from the commencement of teaching work			
Enrolment in NCC/NSS/Sports/ Rangers &Rovers/ Red Ribbon Club	Within two weeks from the commencement of the teaching work			
Schedule for the election to the Students Central Association	As per the dates to be notified by the H.P. University			
Applications for the aid out of Students Aid Fund / Book Bank	Up to 25th August 2017			
Applications for SC/ST/OBC/IRDP	1st September, 2017 to 30th September 2017			
Dates of HP University Youth Festival and Sports Events to be Hosted by the College	Would be notified as and when decided by the H.P. University Sports Council			
College Annual Athletic Meet	3rd Week of December			
Cultural Activities	1st Week of September			
House Examination(s)	September and March			
Annual Prize Distribution Function	April			
End Semester Examinations	October-November & April-May			
Vacation Schedule				
Summer Break	21st May 2017 to 15th June 2017			
Autumn Break	One day before Diwali and two days after Diwali			
Winter Break	1st January 2018 to 04th February, 2018			
PTA General House Meeting	1st Week of August			