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, 2012 to June 30, 2013)*

Part – A

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

2013-14

1. Details of the Institution

1.1 Name of the Institution

Government College Seema(Rohru)

1.2 Address Line 1

P.O. Seema(Rohru)

Address Line 2

Tehsil Rohru

City/Town

Shimla

State

Himachal Pradesh

Pin Code

171207

Institution e-mail address

gcseema-hp@nic.in

Contact Nos.

01781-240167

Name of the Head of the Institution:

Dr. B. L. Vinta

Tel. No. with STD Code:

01781-240167

Mobile: 94180-02021

Name of the IQAC Co-ordinator: Prof. Kanta Deshta

Mobile: +918628892234

IQAC e-mail address: gcseema-hp@nic.in

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*   HPCOGN12843

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/40/06 dated 17-10-2006

1.5 Website address: www.gpgcseema.edu.in

Web-link of the AQAR: www.gpgcseema.edu.in/AQAR2013-14.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	71.50	2006	5 years
2	2nd Cycle	NA	NA	NA	NA
3	3rd Cycle	NA	NA	NA	NA
4	4th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   07-02-2007

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)*

NIL

i.   AQAR _____ _____ (DD/MM/YYYY)4
   ii.   AQAR_____ _____ (DD/MM/YYYY)
  iii.   AQAR_____ _____ (DD/MM/YYYY)
  iv.   AQAR_____ _____ (DD/MM/YYYY)

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)
   - Three add-on courses
   - PG in English, Political Science and History
   - BCA, PGDCA

1.11 Name of the Affiliating University *(for the Colleges)*

   Himachal Pradesh University
   Summer-Hill Shimla-05

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

Autonomy by State/Central Govt. / University   NIL

University with Potential for Excellence   NIL   UGC-CPE   NIL

DST Star Scheme   NIL   UGC-CE   NIL

UGC-Special Assistance Programme   NIL   DST-FIST   NIL

UGC-Innovative PG programmes   NIL   Any other (*Specify*)   NIL

UGC-COP Programmes   NIL

2. IQAC Composition and Activities

2.1 No. of Teachers   07

2.2 No. of Administrative/Technical staff   01

2.3 No. of students   05

2.4 No. of Management representatives   NIL

2.5 No. of Alumni   04

2. 6 No. of any other stakeholder and

community representatives   02

2.7 No. of Employers/ Industrialists   NIL

2.8 No. of other External Experts   02

2.9 Total No. of members   21

2.10 No. of IQAC meetings held   06

2.11 No. of meetings with various stakeholders: No.   06   Faculty   03

Non-Teaching Staff Students | NIL | Alumni | 02 | Others | 01

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

    If yes, mention the amount   NIL

2.13 Seminars and Conferences (only quality related)

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

    Total Nos. 3   International Nil   National Nil   State Nil   Institution Level 3

    (ii) Themes
    1. Importance of ICT in Modern Teaching and Learning Process.
    2. Need for water Conservation on World Water Day.
    3. Women Empowerment

2.14 Significant Activities and contributions made by IQAC

    Special Sessions were Organized to sensitize the students regarding:
    (1) Anti-Ragging initiatives (2) Discipline (3) Provision & procedure for different types of scholarships and ICT

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
To expedite the process of infrastructural development in the College premises for improving facilities to the students.	• Boxing Ring at the cost of 3 lakh 85 thousand was installed in the campus for giving better facility to the promising boxers of the college. • Boys Hostel was inaugurated in this session and required appliances & utensils, curtains, LED TV, TT table and furniture etc. was purchased. • The construction work of teacher quarters was started. • Best possible efforts were made to speed up the construction work of the ongoing major project:- The auditorium-cum library building.

Strive for academic excellence	All annual results of the students of under graduate courses, post graduate courses, diploma and certificate courses were better than university results (pass percentage).
Inculcation of democratic and Social Values amongst the students	a)The election to constitute the CSCA of the College was held in a democratic, peaceful and constitutional manner. b)The NSS Unit of the College did commendable job for campus beautification, Tree plantation, and awareness activities in Campus and the local Panchayat on a number of important issues like sanitation, health and hygiene, AIDS & Drug Abuse, Environment protection during its special 07 days camp held at Bijouri Seema and Malwari Village under the theme " Environmental Awareness with emphasis on sanitation and Afforestation". C) Blood donation & grouping camp was organised in by NSS and NCC units college campus in which 31 units of blood was collected. d) The NCC cadets of the College participated in National Integration camp, Army attachment course and community preparedness programme.
To encourage students participation in co-curricular and extra-curricular activities	a)The college organised Communal harmony weak, Hindi Diwas, Science Day, Literacy Day, World AIDS Day, Fresher's Day and farewell function. During these celebrations special lecturers were delivered by the faculty members. Many students shared their views on various topics. b)The College group-I(Creativity) team participated in Inter-College Quiz, Elocution, Debate, poster making and on the Spot Panting and secured " **Commended position in Poster Making**". c) The College group-IV (Theatre) team participated in Inter-College One Act Play, Skits, Mime, Mimicry and was adjudged **"Highly Commended"** position in one Act Play. d)The College Boxing (Women)) team participated in inter-college championship in which college bagged one gold, one silver and one bronze medal. In Boxing (Men) category the college won one silver medal. e) Our college Kabaddi (Women) team secured 3rd position in Inter College Kabaddi Championship. f) One athlete won silver medal in Inter college Long Jump. e) In Table Tennis (Women) championships our College team secured Second place. f) Two Boxers One each in Men and women category represented HPU. g) Three Kabaddi players (Women) represented HPU. h) Two Volleyball players one each in men and women category represented HPU. i) One plyer each from Kabaddi (Men), Cricket and Football too represented HPU in their respective games.

	f)An Educational tour to Hydro-electric project at Chirgaon was organised for science students. g) In Annual Athletic Meet of this college about 60% students took part in various sports activities.
To host Inter-College Sports & cultural Youth event for fostering students & teachers interaction & involving various sections of student i.e. NSS, NCC, Rangers & Rovers and CSCA	Inter-college Kabddi (women) championship was successfully organized during this session.
	We also organised Group-IV (Theatre) a mega event successfully in the college for the first time in the History of the college.
To Encourage the faculty members to attend refresher Courses, Orientation Programmes, workshops and seminars	a) **Dr. Gopal Dutt Sharma** delivered a guest lecture on 'Role of Communication Skills in Personality Development" in the Department of Electronics, Goa University, Goa . He also attended one week' Training Orientation Programme for NSS Programme Officers organized by the NSS Training Orientation &Research Centre (TORC), Ministry of Youth Affairs & Sports, Regional Centre Chandigarh at H.P.University Shimla. He attended one day Dissemination Workshop for finalization of syllabus under CBCS(RUSA),organized by the Department of Public Administration, H. P. University, Shimla. b) **Assistant Professor Rajesh Azad** attended three week Refresher Course in Environmental Science held in the month of Feb.-2014 at Academic Staff College, Jawahar Lal Nehru University, Delhi. c) **Assistant Professor Chander Rangta** attended refresher course in Economics at Academic Staff College, Panjab University Chandigarh from 16th March to 5th April 2013. He also attended one week in service training at SCERT Solan He attended one day Subject dissemination workshop organized by the Deptt. Of Economics H.P.U. d)**Mrs. Rajni Bhardwaj (Librarian)** attended Orientation Programme and was awarded "A" grade in the same. e)**Assistant Prof. Poonam Kimta Chauhan** attended international conference on "Women Empowerment: Transforming Lives, Milestones and Challenges" in St. Bede's College Shimla and presented the paper entitled " A

| | Comprehensive Journey from Housewife to Home Manager in Rama Mehta's " Inside the Haveli."
She also published the paper in "Journal of English Literature" and Language in Volume VIII Number-I, June 2013 entitled, "Marginalisation of Women across the class Divide in Thirty Umrigar's the Space Between Us."
She was awarded with the degree of" Doctor of Philosophy" in the faculty of Language (English) in the H P University.
f)Dr. Nitika Dhawan was awarded with the degree of "Doctor of Philosophy" in the faculty of Commerce in the H P University.
Dr.Umesh Narta attended international symposium of Association of Microbiologists of India (AMI) at Maharishi Dayanand University,Rohtak.
He also attended three week Refresher Course in Environmental Science held in the month of Feb.-2014 at Academic Staff College, Jawahar Lal Nehru University , Delhi.
 He was selected to the panel of Resource persons by the H. P. State Council of Science, Technology & Environment and the State Biodiversity Board for various sensitization programmes.
He was also sanctioned a project under National Environment Awareness Campaign (NEAC) by Ministry of Environment and Forests, Govt. of India.
 Dr. Mahinder Singh attended the 79th Annual Meeting of Indian Academy of Science held at **Punjab University Chandigarh in Association with CSIR-IMTECH Chandigarh and IISER-Mohali**.
He gave an Oral Presentation in International Conference on Mathematical Modeling and Numerical Simulation held in at **Baba Sahib Bhim Rao Ambedkar University, Lucknow, India.**
He gave another Oral Presentation in workshop on Mathematical modeling and computational techniques at **UIIT, Punjab University Chandigarh.** |

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

NA

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	Nil Nil	Nil Nil	Nil Nil	Nil Nil
PG	03	Nil	Nil	NIL
UG	03	Nil	01	Nil
PG Diploma	Nil	Nil	01	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	04
Others	Nil	Nil	Nil	Nil
Total	06	Nil	02	04

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	Nil
Annual	08

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.

> Nil

1.5 Any new Department/Centre introduced during the year. If yes, give details. NO

> NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors/ Lecturer	Associate Professors	Professors	Others
26	26	Nil	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

> 11

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
26	7	Nil	Nil	Nil	Nil	Nil	Nil	26	07

2.4 No. of Guest and Visiting faculty and Temporary faculty [Nil] [Nil] [1]

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	nil	nil
Presented papers	01	nil	nil
Resource Persons	nil	nil	nil

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

> 1. Modern Teaching Gadgets such as Computer, LCD Projector as well as conventional Lecture Method; Discussion; Demonstration; Class Test; Assignment; House-Test were adopted for effective teaching and learning process.
>
> 2. Functions were organized to create awareness regarding various burning issues such as AIDS , computer Literacy, Nature conservation & Environmental Degradation and the measures required.

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

| 180 |

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

| Nil |

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

| Nil | Nil | Nil |

2.10 Average percentage of attendance of students

| 84% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA-I Semester	382	00	69.1	1.6	29.3	100
BA-II	278	0.8	12.8	32.4	54	89.9
BA-III	238	0.9	23.4	29.3	46.4	87.8
B.Sc-I Semester	84	00	85.7	1.2	13.1	100
B.Sc-II	41	00	62.2	08.1	29.7	90.2
B.Sc-III	26	00	72	28	00	96.2
B.Com-I Semester	86	00	81.4	1.2	17.4	100
B.Com-II	66	00	4.1	20.4	75.5	74.2

B.Com-III	37	00	24.3	64.9	10.8	100
BCA-1st	10	00	100	00	00	90
BCA-2nd	17	00	37.5	62.5	00	47.05
BCA-3rd	8	00	37.5	62.5	00	100
MA Pol. Sci	18	00	33.3	50	16.7	100
MA English	18	00	5.6	44.4	50	100
MA History	18	00	00	33.3	66.7	100

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

1. Meetings were held with the staff and Principal to take the follow up of the syllabus and other sports, co-curricular and extra –currricular activities.

2. The senior faculty of the college took regular rounds of the campus to monitor the discipline and the Principal regularly visited the classes to take account of the teaching work.

3. The house examinations were held as per the schedule and the evaluation process was completed timely.

4. Annual result are compiled, discussed and considered while filling ACR of the teac

Refresher courses	03
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	02
Others	27

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	05	NIL	NIL	NIL
Technical Staff	03	03	NIL	Nil

Criterion – III

3. Research, Consultancy and Extension

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

Held meeting with all departments to acquaint them about the provision of grants existing with various funding agencies procedures associated with the same e.g. UGC/DST/DBT, ICSSR & ICMR etc. Faculty members were also encouraged to participate in conferences, workshop and symposia for the presentation of their work.

i) During the session Dr. Umesh Narta and Prof. Rajesh Azad contributed a chapter for a book "Commercial Biodiversity". Dr. Narta was also sanctioned a project under National Environment Awareness Campaign.

ii) Prof. Poonam Kimta Chauhan (English), Prof. Nitika Dhawan (Commerce) and Prfo. Yogita were awarded Ph.D. degrees in their respective disciplines.

iii) Dr. Mahinder Singh published as many as four research papers in journals of international repute.

3.2 Details regarding major projects: **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects **:**   **NIL**

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications: **YES**

	International	National	Others
Peer Review Journals	03	1	nil
Non-Peer Review Journals	nil	nil	nil
e-Journals	nil	nil	nil
Conference proceedings	nil	nil	nil

3.5 Details on Impact factor of publications: **NA**

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

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				

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.   NIL   Chapters in Edited Books   NIL

ii) Without ISBN No.   NIL

3.8 No. of University Departments receiving funds from: **NA**

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

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy NIL   CPE NIL   DBT Star Scheme NIL

INSPIRE NIL   CE NIL   Any Other (specify) NIL

3.10 Revenue generated through consultancy   NIL

3.11 No. of conferences   organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	NIL
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons   02

3.13 No. of collaborations   International NIL   National NIL   Any other NIL

3.14 No. of linkages created during this year   NIL

3.15 Total budget for research for current year in lakhs : NIL

From Funding agency | 00 | From Management of University/College | 00

Total | 00

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
NIL						

3.18 No. of faculty from the Institution
who are Ph. D. Guides | 02
and students registered under them | 01-01

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

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

JRF | NIL   SRF | NIL   Project Fellows | NIL   Any other | NIL

3.21 No. of students Participated in NSS events:

University level | 02 | State level | 19

National level | 12 | International level | NIL

3.22 No. of students participated in NCC events:

University level | NIL | State level | 02

National level | NIL | International level | NIL

3.23 No. of Awards won in NSS:

University level | NIL | State level | NIL

National level | NIL | International level | NIL

3.24 No. of Awards won in NCC:

University level [NIL] State level [NIL]

National level [NIL] International level [NIL]

3.25 No. of Extension activities organized

University forum [NIL] College forum [NIL]

NCC [8] NSS [10] Scout & Guide [04]

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

- Tree Plantation in campus and community forest
- Awareness programmes on nature conservation, AIDS, Environment protection
- Blood donation in collaboration with NSS

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	9.5 Acr	Nil		9.5 Acr
Class rooms	13	Nil		13
Laboratories	06	Nil		06
Seminar Halls	Nil	Nil		Nil
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	Nil	Nil		Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	₹684487	₹680292	College Fund	₹1364779
Others	₹22061	NIL	College Fund	₹22061

4.2 Computerization of administration and library

[NIL]

4.3 Library services:

Note: Upto 2005 total no of Reference/ Text Books : **4430 Accession No**

	Existing	Newly added	Total

	No.	Value	No.	Value	No.	Value
Text Books	2882	856087	198	166242	3080	1022329
Reference Books	108	95033	10	10203	118	105236
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	24	NA	NIL	NA	24	15906
e-Journals	Nlist	5000	NIL	NA	NLIST	5000
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Others(specify)/ Community Library Rohru Charge with GPGC Seema	7846	NA	28	NA	7874	NA

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	22	01	Yes	Nil	Nil	Nil	Nil	Nil
Added	10	01	Yes	Nil	Nil	Nil	Nil	Nil
Total	32	02	Yes	Nil	Nil	Nil	Nil	Nil

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

> Workshop and hands on experience session on utilization of ICT tools & techniques (PPT presentation) for teaching as well as technical staff of College by department of Computer

4.6 Amount spent on maintenance in lakhs:

i) ICT ₹267091

ii) Campus Infrastructure and facilities ₹ 2120886

iii) Equipments ₹ 680292

iv) Others NIL

Total : ₹ 3068269

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> 1. IQAC facilitated the Career counseling & Guidance cell, student welfare committee to provide guidance to new comers about the process of admission, general orientation career options in respective field.
> 2. Net facilities, photocopy machine made available to all students.
> 3. Information about the various scholarship schemes available for different sections of the student was conveyed and publicized.

5.2 Efforts made by the institution for tracking the progression

> All teachers provided guidance to the students about options of higher studies and employment opportunities available to them in the government and private sectors. Career and counseling cell of the college also played a proactive role in this direction.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others/PGDCA
1475	95	NIL	11

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
670	42.4

Women

No	%
911	57.6

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1184	311	05	06	NIL	1506	1227	349	03	02	NIL	1581

Demand ratio   1:1   Dropout 5.06%

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

> Career counseling & Guidance cell organizes special classes and coaching session on employment and career opportunities and various requirements for the competitive exams after graduation.

No. of students beneficiaries

All

5.5 No. of students qualified in these examinations

NET   NIL   SET/SLET NIL   GATE   NIL   CAT   NIL

IAS/IPS etc NIL   State PSC NIL   UPSC   NIL   Others   NIL

5.6 Details of student counselling and career guidance

> 1. Various information regarding the job opportunity in public and private sector were provided to the students.
> 2. Admission schedule for admission to various universities was informed.

No. of students benefitted

| All |

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
NIL	NIL	NIL	NIL

5.8 Details of gender sensitization programmes

A lecture on women participation & empowerment was held by Women Cell of the college.

5.9 Students Activities

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

State/ University level | 85 | National level | 05 | International level | NIL |

No. of students participated in cultural events

State/ University level | 35 | National level | NIL | International level | NIL |

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

Sports : State/ University level | 08 | National level | 01 | International level | NIL |

Cultural: State/ University level | 02 | National level | NIL | International level | NIL |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	87	247798
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11   Student organised / initiatives

Fairs   : State/ University level | Nil | National level | Nil | International level | Nil |

Exhibition: State/ University level | Nil | National level | Nil | International level | Nil |

5.12   No. of social initiatives undertaken by the students | 08 |

On diverse areas like afforestation, Awareness activities on AIDS, Drug abuse. Environment protection, Blood donation, Community cleanliness drives and other works in the villages of the local panchayats.

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

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION
- To be a leading institute of the region for academic excellence geared towards meeting societal needs and to produce globally competitive graduates of sound ethical standing.
- To be an institute capable of *Equipping students with Skill, Knowledge, Wisdom, Technology, Values,* a*nd Character to lead their lives in a righteous and responsible manner.*
- To contribute to the transformation of society through education, awareness, creativity, research and innovation and to provide an affordable, accessible, and accountable higher education.
  MISSION
- To provide ideal environment for higher learning to the students belonging to the majority rural area which is a little socially, economically and educationally backward and falls in border area of Shimla district.

- Encourage co-curricular and extra-curricular activities to provide students a practical orientation and help them in developing a holistic and all-inclusive approach, with a widened outlook and broader understanding of life.

6.2 Does the Institution has a management Information System

> Yes, all the information is circulated through the college prospectus, letters to parents and PTA meeting.

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

6.3.1 Curriculum Development

> Some of the teachers are active member of Board of Studies (BOS) of various subjects. They contribute through their inputs regarding the curriculum development and revision.

6.3.2 Teaching and Learning

> Conventional as well as modern methods of teaching and learning are adopted and it is ensured that the learning remain student oriented& use of ICT and PPT presentation is encouraged.

6.3.3 Examination and Evaluation

> Annual Examination and House Tests are conducted strictly as per the university norms and the performance of the students is evaluated on the basis of house test, class test and the Annual examination conducted by university.

6.3.4 Research and Development

> Teachers are encouraged to carry out various research activities and they were also encouraged to participate in various conferences, seminars and symposiums.
>
> Orientations and refresher courses are also attended by the faculty members.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> Library has 15502 reference and text books on diverse topic and field. The college library has regular subscription of 24 manganese, one e- Journal Subscription and 7 news papers. 32 computers with Internet facilities & INFLIBNET in library have strengthened the institutional development.

6.3.6 Human Resource Management

> Students are encouraged to take part in NSS, NCC and Rangers & Rovers to contribute in various social service and other extension activities for the holistic development. Students are also encouraged to take part in various youth activities which help them to learn many things and get opportunity to travel different places.

6.3.7   Faculty and Staff recruitment

> Recruitment of faculty is done by the Govt. of Himachal Pradesh through H.P.Public Service Commission. Recruitments are also made on PTA basis (Grant in aid)

6.3.8   Industry Interaction / Collaboration

> The students of Commerce Department are engaged with local industries

6.3.9   Admission of Students

> The students are admitted strictly as per the norms laid down by the department of Higher Education and affiliating University strictly on the basis of merit and reservation.

6.4 Welfare schemes for

Teaching	GPF, Medical leave and Reimbursement, Loan, Earned Leave, HBA, HRA, Maternity leave and paternity leave, pension, gratuity
Non teaching	GPF, Medical leave and Reimbursement, Loan, Earned Leave, HBA, HRA, Maternity leave and paternity leave, pension, gratuity
Students	There are various scholarship schemes available for the students belonging to SC/ST, OBC, IRDP and other weaker sections of the society in order to provide them financial assistance. Fee Concession is also granted for limited section of students, tuition fee of the girls is waived off, Age relaxation in admission for girls and SC/ST, reservation in admission for SC/ST/OBC and differently abled students is provided.

6.5 Total corpus fund generated   Nil

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	Yes	Govt.	Yes	Principal
Administrative	Yes	Govt.	Yes	Principal

6.8 Does the University/ Autonomous College declares 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?

> 75 % attendance is compulsory to be eligible to appear in annual examination. Appearance with securing of 20 % marks in aggregate in house examination is compulsory to qualify the eligibility criteria for appearing in the annual university examination. There exist the provision of external paper setter, external examiner and external evaluator in the annual university examinatios.

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

> No efforts exist in this regards.

6.11 Activities and support from the Alumni Association

> Interactive sessions, suggestion and support in organising cultural programmes, help in the forms of sponsorship for books etc., social awareness and motivation.

6.12 Activities and support from the Parent – Teacher Association

> College Parent-teacher Association (PTA) is one of the most important components of the college. It plays a vital role in various developmental activities and in the recruitment of part-time faculty and also provide fun in different infrastructural upgraions .

6.13 Development programmes for support staff

> They are oriented as per the norms of the Himachal Pradesh Government and they are also trained for various jobs, like software use, computer application whenever the need is felt by Computer application department.

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

Campus beautification committee with the help of NSS volunteers, Nature club ensure the plantation and maintenance of existing trees . NEAC sponsored awareness & action component helped to tag the trees and maintenance and protection of endangered plant *Zanthoxyllum armatum* to make the campus eco-friendly & nature sensitive.The seasonal flowers and ornamental indoor plants have also been planted in the corridors of the Science and Arts blocks . Pine trees were planted in the empty space of the campus by NSS volunteers and the ploytene eradication drive was also organised by NSS volunteers during one day and seven day special camps.

Criterion – VII

7. Innovations and Best Practices

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

- Internet facilities are available to the students through newly established computer lab and existing computer lab and students are updated in their subjective knowledge.
- Introduction of CBCS and semester system of teaching and evaluation.
- Maintenance of Dress code with college logo is mediatory to all the students twice in a weak and during college functions.

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

Two mega extra Curricular activities, Inter-college Kabaddi (Women) Championship and Inter - college Youth Festival Group-IV(Theatre) were organised successfully in which all staff members, students especially NSS volunteers did exemplary job. Boxing Ring was purchased at a cost of 3 lakhs 85 thousand.   A lot of initiatives were taken for campus beautification, polyethene eradication with the plantation of different variety of plants and flowers. In the Library 236 new books/ references were added.

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

1. Introduction of CBCS
2. Role of NSS in multifarious activities

7.4 Contribution to environmental awareness / protection

> Apart from the routine activities undertaken by NSS, NCC, Nature club. NEAC of MOEF Govt. of India sponsored Biodiversity awareness programme was successfully conducted by department of Botany wherein the students, local stakeholders were sensitised about the issues, challenges and measures required to protect Biodiversity of Pabbar valley i.e. the local area. Institution is committed to the protection of the fragile ecology and environment of this Himalayan region.

7.5 Whether environmental audit was conducted?   Yes ☐ No ☑

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

> **Strength:** Well qualified and experienced faculty. Eco Friendly, peaceful environment suitable for higher education and batter results. Well furnished Science Block and well equipped laboratories. Extra ordinary achievements in sports and cultural activities.
> **Weakness:** Lack of transportation and hostel facility for student from remote area. Lack of class rooms as per the new CBCS requirements.
> **Opportunities:** Wide scope to start the courses like management, Tourism, Computer Application, IT and other career oriented Add-on courses.
> **Challenges:** Majority of the students hail from remote and rural area who lack exposure to the modern and latest trends in education. Their elementary /secondary education is not of good quality so extra efforts have to be made by teacher to clear their doubts.Students spare find minimum time for self study as they have to travel from far flung areas and moreover they remain occupied in domestic affairs.

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

> - Plan to provide Wi-Fi facilities for the students in college campus and hostels .
> - Expedite completion of the construction work of Auditorium cum library and Boys Hostel.
> - Plan to enhance the ICT facilities in class rooms, labs & conference Hall for better teaching & learning
> - In order to provide batter facilities to our students we intend to negotiate local people to acquire land for multi- purpose stadium
> - To host some inter-college events.

Name _____

Signature of the Coordinator, IQAC

Name _____

Signature of the Chairperson, IQAC

Principal
Govt. P.G. College Seema, Rohru
Distt. Shimla H.P. D.D.O .215

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme

CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

Best Practice No.1. Introduction and Implementation of Choice Based Credit System CBCS
Best Practice No.2. Role of College National Service Scheme (NSS) in multifarious activities.

Practice#1

1. Title of the Practice
Introduction and Implementation of Choice Based Credit System (CBCS)

2. Goal
The introduction of Choice Based Credit System (CBCS) by H. P. University required a paradigm shift in the working pattern. A number of new courses are to be opted by the students who were also to be evaluated and assessed continuously. Unlike the annual system CBCS was a semester system under which teaching and examination was to be conducted twice in a year. A lot of changes were required in the teaching & learning, evaluation and examination. The situation was taken as a challenge by the college and its successful implementation was taken as one of the goals of the year.

3. The Context
Unlike the annual system the CBCS required the continuous and continuous assessment of the students who were also to be examined twice in a year the house examinations were also to be held twice in each semester. The use of ICT and computer based teaching aid had become the need of the hour. To ease the burden of the teachers along with maintaining the interest of the students where they have to attend a number of lectures daily. The changed syllabi and introduction of new courses were also a challenge for the teachers. In such a situation the introduction of such Modern teaching aids like LCD projection, ppt and ICT intensive methodology became important.

4. The Practice
Various committees were constituted like RUSA committee, Controller of House Examination, Result compilation etc. who made necessary changes as per the requirements of CBCS under RUSA. Teachers were also briefed and prepared with a series of presentation about the newly introduced system. Time table and available space has also to be adjusted as two systems were simultaneously ie. Two batches of annual syatem and one semester of CBCS. The ICT based and record maintenance and teaching learning practices were extensively used and provision for creation of more such facilities was raised at various meetings with higher authorities.

5. Evidence of Success
- Successful implementation of CBCS in two semesters i.e. semester I and II
- Effective design and adjustment of Time table and Teachers work.
- Notwithstanding the workload of semester system the sports, cultural and other youth festival activities were also conducted successfully.

6. Problems Encountered and Resources Required
- Lack of staff and space and two type of systems.

Practice#2

1. Title of the Practice

Role of College National Service Scheme (NSS) in multifarious activities.

2. Goal

To involvement of the NSS volunteers in multifarious activities of the college and to inculcate the sense of participation, responsibility and respect for the community work amongst students for college development and nation building.

3. The Context

A large number of institutional and inter-college level functions were organized throughout the year in the campus and outside the campus. As usual the successful accomplishment of such programmes requires a workforce full of dedication, devotion and discipline and the college NSS was asked to deliver its duty. The volunteers of NSS are versatile workers and are capable of working under any committee formed by the college authority. Besides two mega events of inter-college Kabaddi(women) and inter-college group IV (theatre), a number of inauguration programmes and tree plantation programmes were organized by the college wherein the services of NSS were sought.

4. The Practice

A strong team of 300 NSS volunteers enrolled in Unit –I & Unit-II led by two Programme officers who in turn are supported by office bearers of two units and group leaders executes the goals of the college for the year. Different groups led by a boy and a girl leader are assigned different duties under different committees comprising of teaching and non-teaching members of the college e.g. discipline committee, refreshment committee, stage decoration committee, reception committee, accommodation committee, prize distribution commitee etc. Working of each volunteer is overseen by their group leaders whereas those of the group leader and whole group by the Presidents and same is conveyed to the respective Programme officer of the unit. All volunteer also work in coordination with the respective committee for the successful accomplishment of the task assigned to each committee.

5. Evidence of Success
- Successful accomplishment of two mega events of the college wherein the NSS played crucial role the same was acknowledged by the different committees incharges.
- Proactive role was played by NSS volunteers in NEAC sponsored Biodiversity conservation and awareness activities.
- Community development and awareness activities on diverse issues in the adopted villages was also appreciated by the villagers and Local Panchayat President.
- Active involvement in Blood donation camp.

6. Problems Encountered and Resources Required
- Lack of Funds as only two units are accommodating the strength of 300 volunteers against the provision of 200.

8. Contact Details

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