

## 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)

2012-13

#### I. 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:

+9194180-02021

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:

EC/40/06 dated 17-10-2006

(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)

1.5 Website address:

www.gpgcseema.edu.in

Web-link of the AQAR:

www.gpgcseema.edu.in/AQAR2012-13.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	1 <sup>st</sup> Cycle	B	71.50	2006	5 years
2	2 <sup>nd</sup> Cycle	NA	NA	NA	NA
3	3 <sup>rd</sup> Cycle	NA	NA	NA	NA
4	4 <sup>th</sup> 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 2010-11 submitted to NAAC on 12-10-2011)

NIL( After NAAC Accreditation in 2007)

### 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 ( <i>Specify</i> )	Nil
UGC-COP Programmes	NIL		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	04					
2.2 No. of Administrative/Technical staff	01					
2.3 No. of students	03					
2.4 No. of Management representatives	NIL					
2.5 No. of Alumni	02					
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	NIL					
2.9 Total No. of members	12					
2.10 No. of IQAC meetings held	05					
2.11 No. of meetings with various stakeholders:	No.	05	Faculty	02		
Non-Teaching Staff	NIL	Students	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.  International  National  State  Institution Level

(ii) Themes

1. ROLE AND RESPONSIBILITY OF IQAC IN COLLEGE DEVELOPMENT
2. Importance of ICT in Modern Teaching and Learning Process
3. Empowerment of women

2.14 Significant Activities and contributions made by IQAC

Special Sessions were Organized to aware the students regarding:  
 (1): Anti-Ragging (2): Discipline (3): awareness regarding different type 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 improve the infrastructure in the College campus, hostel and classes	a) A well equipped conference hall dedicated to the college b) Eight CCTV cameras were installed in the campus for over all vigilance. c) Laboratories equipped with six magic studio projectors and a new PA system was added to strengths the extra-curricular activities. Best possible efforts were made to speed up the construction work of the ongoing major projects:- i)The auditorium- cum Library being constructed at the approximate cost of 4.06 crores. ii)A building of Boys Hostel being constructed at the approximate cost of 1.65 crores.

Academic Excellence	<p>a) Our students secured “<b>First Rank</b>” in Himachal Pradesh University MA History and MA Political Science Merit List.</p> <p>b) All annual results of under graduate courses, post graduate courses, diploma and certificate courses are better than the university results in term of pass percentage and showing upward trend each year.</p> <p>c) PGDCA started from this session under self finance scheme of Himachal Pradesh University.</p>
Students representation through CSCA and inculcation of social Values among the students through NSS, NCC, Ranger and Rover	<p>a) The election to constitute the CSCA of the College was held in a democratic, peaceful and constitutional manner.</p> <p>b) The NSS Unit of the College did commendable job for campus beautification, Tree plantation, and aware people about sanitation Health and Hygiene, Aids, literacy and Environment during its annual seven days camp held at Ranthari Village.</p> <p>c) Blood donation camp was organised in college campus in which student, staff and volunteers donated blood.</p> <p>d) The NCC cadets of the College participated in National Integration camp, Army attachment course and community preparedness programme.</p>

<p>encouragement of students for participation in sports, co-curricular and extra-curricular activities</p>	<p>a) The college organised Communal harmony week, 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.</p> <p>b) The College group-III (folk dance) team participated in Inter-College Youth Festival and adjudged "<b>Highly Commended</b>".</p> <p>c)The College group-I( Creativity) team participated in Inter-College Quiz, Elocution, Debate and On the Spot Panting and secured "<b>First</b>" position in Quiz and "<b>Highly Commended</b>" in Debate.</p> <p>d) The College group-IV (Theatre) team participated in Inter-College One Act Play, Skits, mime, Mimicry and judged "<b>Highly Commended</b>" position.</p> <p>e) The College Boxing team participated in inter college championship and bagged thee Gold and one Silver Medal in boys and girls category and women boxing team secured first place and one student declared as "<b>Women Boxer of the Year</b>".</p> <p>f)The college Athletic team bagged one Silver medal in Inter College Athletic Championship in Jump category.</p> <p>g) In the category of Inter college Foot ball, Volleyball (Men/Women), Table Tennis Championships the College teams secured third place.</p> <p>h) In Annual Athletic Meet of the college about 60% students participated in various sports activities.</p> <p>i) Three educational tours were organised to "Jaipur, Agra, Mathura"; "Dharmshala, Delhousi, Veshno Devi" and "Chanshal Pass".</p>
<p>To Encourage the faculty members to attend refresher Courses, Orientation Programmes, workshops and seminars</p>	<p>i) Dr. B.S. Thakur attended national conference on "Good Governance". He also attended national seminar on "Physical Education and Sport"</p> <p>ii)Dr. J.R.Kashyap attended an International Conference on "Yoga and Psychotherapy" at JNU. He also attended a short term course in "Disaster Management."</p> <p>iii) Dr. Rai Singh Negi attended seven day 'In Service Training Programme at SCERT Solan.</p> <p>Iv) Dr. Gopal Dutt attended national level two day workshop on Voluntary Blood Donation. He also participated in two day training workshop of paralegal volunteers.</p> <p>v) Prof. Harish Sanjta attended seven day "In Service Training Programme" at SCERT Solan</p> <p>vi) Prof. Chander Rangta attended a short term programme on Disaster management.</p> <p>vii) Prof. Pooja Dulta attended Orientation Programme.</p> <p>viii) Prof. Poonam Kimta Chauhan attended refresher course. She also attended International Seminar on "Gender in National</p>

	<p>Culture:Australia and India.”</p> <p>ix) Dr. Sumitra Chauhan, Prof. Yesh Desh Dulta, Prof. Shalu Dulta and Prof. Nitika Dhawan attende orientation programme.</p> <p>x) Prof. Yesh Desh also ateeded “Induction Training Programme” at SCERT Solan.</p> <p>Xi) Prof. Nitika Dhawan also attended a short term course on Disaster Management.</p> <p>xii) Dr. Mahinder Singh attended refresher course and Induction Training Programme. He attended Sensitization Workshop of AIHES as Nodal Officer</p> <p>xiii)Prof. Umesh Narta attende International Conference at Kathmandu and gave oral presentation. He also attended two day training programme for para legal volunteers.</p> <p>xiv) Prof. Ajay Kaith attended National Confefrence on Good Goverance.</p>
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\* 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

#### I. 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	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	04
Others	Nil	Nil	Nil	Nil
<b>Total</b>	06	Nil	01	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	03
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
24	24	NIL	NII	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
24	10	Nil	Nil	Nil	Nil	Nil	Nil	24	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

nil      nil      nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	03	Nil
Presented papers	02	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 and OHP Projector as well as Lecture Method; Discussion; Demonstration; Class Test; Assignment; House- Test were adopted for effective teaching and learning process.
2. Special Lectures were organized to create awareness regarding AIDS , Literacy, Human rights, Science and technology, Environmental Degradation and protection.

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

Nil      Nil      Nil

restructuring/revision/syllabus development  
as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

86%

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	392	NA	10.9	21.9	67.2	53.6
BA-II	252	NA	28.4	32.9	38.7	96.4
BA-III	239	NA	26.6	37.1	36.3	99
B.Sc-I	46	NA	51.5	25.7	22.8	76
B.Sc-II	28	NA	48	36	16	89.2
B.Sc-III	13	NA	92.3	07.7	00	100
B.Com-I	70	NA	9.4	24.5	66.1	75.7
B.Com-II	39	NA	8.6	57.1	34.3	89.7
B.Com-III	20	NA	20	15	65	100
BCA-I	20	NA	15	25	60	100
BCA-II	13	NA	23	38.5	38.5	100
BCA-III	11	NA	36.4	45.5	18.1	100
MA Pol Sci	09	NA	100	00	00	100
MA Eng	12	NA	00	8.3	91.7	100
MA Hist	14	NA	64.3	35.7	00	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 –curricular 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

2.13 Initiatives undertaken towards faculty development Yes

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL

Orientation programmes	05
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	02
Others	1

#### 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	04	01	NIL	NIL
Technical Staff	02	04	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 make teacher aware regarding importance of research, availability research funds, funding agency like UGC/DST/DBT etc ., procedure and guidelines for receiving grants. Procedure to participate in conferences, workshop and symposia and also how to organize a conference and workshop in a department or institute .

i) During this session Prof. Umesh Narta contributed a chapter on Anti-cancer enzymw for a book on Himalaya. He also contributed a chapter for a book “Advances in Biotechnology”. He completed his Doctoral Degree too.

ii) Dr. Mahinder Singh published as many as three papers in various journals of international repute.

iii) Dr. J.R. Kashyap published research paper in an international journal “Nav Gavesna”

iv) Prof. Poonam Kimta Chauhan and Prof. Nitika Dhawan submitted their Ph.D dissertations in their respective disciplines.

#### 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	3		
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

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

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 <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

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

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	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

From Management of University/College

Total

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 and students registered under them

02

01 each

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 NIL

State level NIL

National level NIL

International level NIL

3.22 No. of students participated in NCC events:

University level	NIL	State level	27
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	NIL	NSS	01	Any other	NIL

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

The NSS Units of the college are doing commendable job related to Institutional Social Responsibility. These Units have a wide network of community link ages, which truly reflects the college and students sensitivity towards community needs. A large number of one day camps were organised during the year. This includes cleanliness drives for the beautification of the college campus, Tree Plantation, Awareness programmes against Aids, Literacy, Environment protection, Sanitation, Health& hygiene etc. During this session the communal harmony week was observed for sensitizing youths about Communal Harmony and National Integration. The Seven Day NSS special camp was organized in various adopted villages under Gram Panchayat Rantari. The special camp activities included the repair and maintenance of pedestrian paths in Bijauri, Rantari villages. Cleanliness of Mandir Parisars in Jakhar, Bijouri and Rantari villages, polythene hatao and environment awareness activities through skits and nukar nataks in Jakhar, Bijouri and Rantari village. Campus cleanliness and beautify cation activities were conducted with the participation of Local Youth, Mahila, Yuva Mandals and Representatives of Panchayati Raj Institutions. During the camp NSS volunteers participated in the Silent Candle March Procession at Rohru town to pay tribute to Damini, a Delhi based rape victim. In addition to this, various academic, cultural, sports and talent hunt activities were held during the camp including Meditation, Yoga and Physical Exercise sessions.

## 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	₹ 360387	College Fund	₹1044874
Others	₹22061	NIL	College Fund	₹22061

#### 4.2 Computerization of administration and library

The administrative section is computerised.

#### 4.3 Library services:

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

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2762	810788	120	45299	2882	856087
Reference Books	108	95033	NIL	NIL	108	95033
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	17	NA	07	NA	24	10702
e-Journals	Nlist	5000	NIL	NIL	NLIST	5000
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Community Library Rohru Charge with GPGC Seema	7794	NA	52	NA	7846	NA

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	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 was organized regarding utilization of ICT gadgets to teaching as well as technical staff of College by department of Computer Science.

4.6 Amount spent on maintenance in lakhs:

i) ICT

₹340386

ii) Campus Infrastructure and facilities

₹ 436821

iii) Equipments

₹ 360387

iv) Others

NIL

**Total :**

₹ 1137594

## Criterion – V

### 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. IQAC helped, the Career Counseling and Guidance Cell and student welfare committee, to
2. Provide guidance to new comers about the process of admission and general orientation.
3. Net facilities, photocopying facilities were made available to all students.
4. Awareness about various scholarship schemes available in the college.

5.2 Efforts made by the institution for tracking the progression

1. All teachers provide guidance to the students about Higher Studies and opportunities of employment in the government and private sector after graduation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others/PGDCA
1411	84	NIL	11

(b) No. of students outside the state

NIL

(c) No. of international students

			NIL		
Men	No	%	Women	No	%
	615	40.8		891	59.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1324	329	14	07	NIL	1674	1184	311	05	06	NIL	1506

Demand ratio 1:1      Dropout 15.5%

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

Career Guidance and Students welfare committee made best possible efforts in this regard. The teachers in their individual capacities also guide the students about the competitive exams and they explained them the strategies of how to prepare for these examinations.

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 opportunities in public and private sector were provided to the students.
2. Admission schedule of various universities was made available to students.

No. of students benefitted

All

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations	Number of Students Participated	Number of Students Placed	Number of Students Placed

Visited

NIL

NIL

NIL

NIL

### 5.8 Details of gender sensitization programmes

1.The college is sensitive enough towards this issue. It realizes that the gender sensitization is inevitable for gender equity, equal opportunity and women empowerment. This can be achieved by conducting various sensitization campaigns, workshops and programs etc. To sensitize our students regarding this issue special lectures were held on women empowerment, sexual harassment, eve-teasing and ever crimes against the women.

2. The policies and programmes of the state Govt. are adhered to strictly regarding this issue. To empower the girls, as per the norms of the state Govt. their tuition fee is waived off and relaxation in the upper age limit for admission is provided.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  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	Nil	Nil
Financial support from government	165	307385
Financial support from other sources	Nil	Nil
Number of students who received	Nil	Nil

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

Tree Plantation, Cleanliness, Awareness programmes about AIDS, Literacy, social and gender equality, Environment protection, Sanitation, Health and hygiene, community work in local Panchayat.

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, and 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

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

### 6.3.1 Curriculum Development

We do not have the freedom to frame the curriculum. The affiliating university frame the curriculum and we implement the same. Some of the teachers are active member of Board of Studies(BOS) of the university. They give their inputs for framing the curriculum.

### 6.3.2 Teaching and Learning

Conventional as well as ICT based modern methods of teaching and learning are adopted and it is basically student centric.

### 6.3.3 Examination and Evaluation

Examination and House Tests are conducted strictly as per the university norms and the performance of the students is evaluated on the basis marks obtained in house test, class test, assignment, attendance and the annual examination conducted by University.

### 6.3.4 Research and Development

Teachers are encouraged to carry out research activities as per their area of interest and local issues, they are also encouraged to participate in various conferences, seminars and symposiums etc. Orientations and refresher courses are also attended by the faculty members. Seminars/Interactive sessions are also organised in the college on various relevant topics and issues. Teacher gives assignments to students on diverse topics.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Library has 15266 reference and text books on diverse topic and field. The college library has regular subscription of 24 magazine, one e- Journal Subscription and 7 news papers and subscription and access to INFLIBNET. 32 computers with Internet facilities have strengthened the institutional development.

### 6.3.6 Human Resource Management

Students have enrolled in NSS and NCC to carry out various social service and extension activities. Trainings, workshops, seminars are conducted at regular interval including the ' Hands on Session' in ICT and computer application to teaching and non teaching staff.

### 6.3.7 Faculty and Staff recruitment

Recruitment of faculty is done by the Govt. of Himachal Pradesh through HP Public Service Commission. Recruitments are also made through PTA budget (Grant in aid)

6.3.8 Industry Interaction / Collaboration

The students of Commerce Department are engaged with local industries to enhance their management skills.

6.3.9 Admission of Students

The students are admitted strictly as per the merit and norms laid down by the Department of Higher Education and affiliating University.

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 provision of external paper setter, external examiner and external evaluator in the annual university examinations.

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

Our institution is a govt run institution so there is no scope for autonomy.

6.11 Activities and support from the Alumni Associat

Interaction sessions, suggestion and support in organising cultural programmes, help in the forms of sponsored 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 releasing funds for part-time faculty and infrastructure to create facilities to student's motivation and better learning.

6.13 Development programmes for support staff

ICT based training in computer applications, general motivation, residential facilities, recreational and sports facilities are provided. They are oriented as per the norms of the Himachal Pradesh Government.

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

To make the campus eco-friendly necessary initiatives like polythene free campus, tree plantation and proper waste disposal are taken. Smoking in the college premises is strictly prohibited and the seasonal flowers are grown for the campus beautification. Various ornamental indoor plants have also been planted in the corridors of the Science and Arts blocks and in the Botany department.

## 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.

Laboratories were equipped with six Magic Studio Projectors and students were benefitted through extensive use of Projector and PPT. A new PA system was added to strengthen the extra-curricular activities. Eight CCTV cameras were installed in the campus for overall vigilance. Seminars, group discussion were organised in which number of students participated through paper reading on diverse topic.

7.2 The introduction of three months foundation course in human rights education helped the students to aware about their rights.

Well equipped Conference Hall was dedicated to the College. Eight CCTV Camera's were installed for overall vigilance of the college. With the approval of UGC three month foundation course in human right education was launched in college. A lot of initiatives were taken for campus beautification with plantation of different variety of plants and flowers. Class room equipped with glass Boards and new desks. Laboratories have been equipped with six magic studio projector and a new PA system was added to strengthen the extra-curricular activities. In the Library 172 new books, 07 journals and one subscription of e- journals were added to facilitate the students.

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

1. Installation of CCTV cameras in the college campus
2. Contribution of NSS in college functioning.

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

7.4 Contribution to environmental awareness / protection

Institute is committed to the protection of the fragile ecology and environment of this Himalayan region. under tree plantation 500 trees were planted in local panchyat Seema (Rantari )during 'Van Mahotsav' in which 200 students including NSS volunteers, NCC cadets, rangers and rovers participated. Use of polythene is banned in the college campus.

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 advanced ICT facilities and smart class rooms.

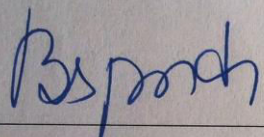
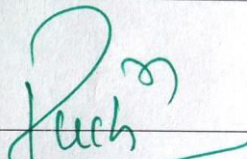
**Opportunities:** Wide scope to start the courses like management, Tourism, Computer Application, IT and other career oriented Add-on courses.

**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

We intend to devise a mechanism to adopt the CBCS(Choice Base Credit System ) of education. Plan to establish new advanced computer lab along with internet connections to improve the ICT facilities. Plan to increase text as well as reference books in library. We intend to host and organize inter college event in the coming session. Carrier oriented programmers/ seminars would be organized in the campus for the students. Speed up the construction work of two major projects (Auditorium cum library and Boys Hostel) and expected to be ready in the coming session.

Name _____	Name _____
	
Signature of the Coordinator, IQAC	Signature of the Chairperson, IQAC
	Principal Govt. P.G. College Seema, Rohru Distt. Shimla H.P. D.D. 0-215

## Annexure I

### 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

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**Best Practice No.1.** Installation of CCTV cameras in college campus

**Best Practice No.2.** Upgradation of Laboratories-cum class rooms and Conference Hall with better audio-visual teaching learning facilities

### **1. Title of the Practice**

Installation of CCTV cameras in college campus for overall surveillance to ensure security, safety and discipline

### **2. Goal**

The CCTV cameras have been installed in the whole campus including Girls hostel for overall surveillance to ensure security, safety and discipline in the campus by combating and controlling the antisocial practices like ragging, eve teasing, drug abuse, student clashes, vandalism, hooliganism and outsiders' entry in the college campus

### **3. The Context**

With the increasing strength of students in the college over the last few years the increased frequency of the incidents like , eve teasing, drug abuse, student clashes, vandalism, hooliganism, entry of the outsiders was being apprehended therefore a need for the device to monitor such activities for their avoidance was being felt of late Although the entry beyond college gate without identity cards is prohibited and sane are checked by person deputed overthere, but the recording by CCTV helps to solve many problems during the off hours. It assumes more importance for the safety and security of the boarders of Girls hostel and to keep a vigil on night activities and duty of night Chowkidar for infrastructural safety

### **4. The Practice**

Eight night vision competent CCTV cameras in total have been installed at different spots particularly the concealed area including the entrance to Girls hostel and canteen to ensure overall surveillance of the college campus. The recordings are regularly monitored on a screen in Principal's office for the day and night period including the holidays. Under special circumstances pertaining to some incidents like indiscipline, cash, ragging, eve teasing, lapses in night duty, vandalism etc the recording for the time is referred to in order to ascertain the

truth. The warning boards with written message “**you are under CCTV Surveillance**” are placed at several spots in the campus as alerts to keep students disciplined and cautious of their conduct.

### **5. Evidence of Success**

The students have been found to conduct themselves and behave in dignified way as they are aware of the CCTV surveillance. The incidents of eve teasing, drug abuse etc. have come down to nil. The chowkidaars have been found to perform their duties sincerely vis-a-vis the pre CCTV period. Entry of outsiders has been restricted to negligible levels

### **6. Problems Encountered and Resources Required**

Fund for maintenance

#### **Best Practice N0.2**

##### **1. Title of the Practice**

Upgradation of Laboratories-cum class rooms and Conference Hall with better audio-visual teaching learning facilities

##### **2. Goal**

The practice of upgradation of six laboratories-cum class rooms of sciences and commerce is aimed at providing the best teaching aids to teacher for ensuring an effective and interesting learning by the students.

##### **3. The Context**

The traditional method of chalk and talk and simple lecture has certain limitations while touching typical topics of sciences and commerce. The teaching through the power point presentation (PPT), animated videos, documentaries etc. therefore can be of great help in clarifying the complicated concepts of Sciences, which otherwise remains enigmatic and confusing to the students. The upgradation of Class rooms and Conference hall with LCD projection and Other audio-visual facilities can address these issues.

##### **4. The Practice**

Six Magic box LCD projectors and a best quality PA have been installed in sciences laboratories cum- class rooms and in the conference Hall of the college. These magic box LCD projectors with inbuilt computers are fitted with blue tooth regulated mouse and key boards and offer a freedom of mobility and interaction to teacher while delivering their lecture. The student find their lessons interesting in contrast to the conventional mode of chalk and talk. The magic box LCD projectors and PA system installed in the conference Hall have proved to be effective for making maximum use of it without much special preparation in holding different institutional level seminars, discussions, presentations etc. and also in observance of important days.

### **5. Evidence of Success**

Teaching and learning in sciences and commerce has become student oriented and interesting. Now the organization of discussion, debate, celebration of important days has become convenient in the conference hall.

### **6. Problems Encountered and Resources Required**

Requirement of skilled worker and extra funds for the maintenance and repair of the installed appliances.

### **8. Contact Details**

Name of the Principal

: Dr. Parmod Chauhan

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