

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)

2011-12

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:

94180-02021

Name of the IQAC Co-ordinator:

Dr. Parmod Chauhan

Mobile:

94180-02021

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/AQAR2011-12.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 st Cycle	B	71.50	2006	5 years
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th 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

- 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	<input type="text" value="NIL"/>		
University with Potential for Excellence	<input type="text" value="NIL"/>	UGC-CPE	<input type="text" value="NIL"/>
DST Star Scheme	<input type="text" value="NIL"/>	UGC-CE	<input type="text" value="NIL"/>
UGC-Special Assistance Programme	<input type="text" value="NIL"/>	DST-FIST	<input type="text" value="NIL"/>
UGC-Innovative PG programmes	<input type="text" value="NIL"/>	Any other (<i>Specify</i>)	<input type="text" value="NIL"/>
UGC-COP Programmes	<input type="text" value="NIL"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="04"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>		
2.3 No. of students	<input type="text" value="03"/>		
2.4 No. of Management representatives	<input type="text" value="NIL"/>		
2.5 No. of Alumni	<input type="text" value="02"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="NIL"/>		
2.8 No. of other External Experts	<input type="text" value="NIL"/>		
2.9 Total No. of members	<input type="text" value="12"/>		
2.10 No. of IQAC meetings held	04		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="04"/>	Faculty <input type="text" value="02"/>
Non-Teaching Staff	<input type="text" value="NIL"/>	Alumni <input type="text" value="01"/>	Others <input type="text" value="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

Awareness about Human Rights
Importance of ICT in Modern Teaching and Learning
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
Availability of Hostel facilities, More addition in Computers with internet facility, Expediting the on-going construction work, Expansion of college play ground	a)The well furnished Girls Hostel became fully functional with all facilities. b)New Computer Lab with 10 computers along with internet connection became functional. Best possible efforts were made to speed up the construction work of the ongoing major projects:- i) The auditorium- cum Library is 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. iii)The process of widening of College Play Ground is in full progress at cost of Rs. 30- Lakhs.
Students representation through CSCA and inculcation of social Values among the	a)The election to constitute the CSCA of the College was held in a democratic, peaceful and constitutional manner.

<p>students through NSS, NCC, Ranger and Rover</p>	<p>b)The NSS Unit of the College did commendable job for campus beautification, Tree plantation, and creating awareness about Sanitation, Health and Hygiene, AIDS,Literacy and Environment during its annual days camp held at Seema Rantari Village which is at a distance of about five kilometers away from the college campus. NSS, NCC unit in a combined effort organised a blood donation camp in which 40 units of blood was donated by students, staff and Volunteers.</p> <p>c) The NCC cadets of the College participated in National Integration camp, Army attachment course and community preparedness programme.</p>
<p>To encourage students to take part in sports, co-curricular and extra-curricular activities</p>	<p>a)The college organised Hindi Diwas, Science Day, Literacy Day, World AIDS Day, Fresher’s Day, Farewell function and Traffic control day. During these celebrations special lectures were delivered by the faculty members. Many students also shared their views on various topics.</p> <p>b) The College Boxing team participated in inter college championship and bagged one gold medal in Men category and two gold and one bronze in women category.</p> <p>c) Two foot ballers, One Boxer (Men), Two Boxers (Women), One Volleyball Player (Men) and a Kabaddi plyer (Women) represented HPU in their respective games.</p> <p>c)The college Athletic team won one Gold Medal in Inter College Athletic Championship in High Jump category.</p> <p>c) Two educational tours were organised to Naini Taal and Kullu& Manali respectively.</p>
<p>To host and organized Inter-College events in the college</p>	<p>The inter-college Kabaddi championship was organized in this session in 28 teams took part from all over the state..</p>
<p>To Encourage the faculty members to attend refresher Courses, Orientation Programmes, workshops and seminars</p>	<p>i) Dr. Gopal Sharma attended Training programme on “Disaster Management” at H.P Institute of Public Administration, Shimla. He also presented a paper on the topic entitled “Hazards, Vulnerability& Risk:Concept and relationship”.</p> <p>ii) Prof. Neelam Guleria attended workshop cum seminar at HPU on :Microscopic Techniques in Nano Sciences.</p> <p>iii) Prof. Poonam Kimpta Chauhan attende national seminar on “Economics Liberlisation Effect & Challenges”. She also presented a paper titled “Liberalisation and the Home, the threshold, and the public space of the wpomen in the novels of Manju Kapoor. She attended another seminar on “Women</p>

	empowerment” at H.P. Institute of Management, Shimla and presented a paper. iv) Dr. Mahinder Singh presented paper in a National Seminar on “Recent Trends in Continuum Mechanics” at HPU. He also attended a national seminar at Banasthali University.
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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
Total	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
	26	26	NIL	NII	Nil

2.2 No. of permanent faculty with Ph.D.

Asst.	Associate	Professors	Others	Total
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Professors		Professors							
R	V	R	V	R	V	R	V	R	V
26	08	Nil	Nil	Nil	Nil	Nil	Nil	26	08

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil	Nil	nil
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	01	02
Presented papers	01	01	01
Resource Persons	Nil	Nil	02

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

1. Modern teaching and learning aids such as Computer, LCD and OHP Projectors are used to supplement the conventional teaching Methods. In addition to this Discussion, Demonstrations, Class Tests, House Tests and Assignments are also taken for effective teaching and learning processes.
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 restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Nil	Nil	Nil
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2.10 Average percentage of attendance of students

87%

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	507	NA	10.2	21.6	68.2	69.42
BA-II	282	0.7	16.4	43.1	39.8	94.68

BA-III	298	0.4	18.9	47.5	33.2	86.43
B.Sc-I	59	00	33.3	66.7	00	45.8
B.Sc-II	14	00	84.6	15.5	00	92.8
B.Sc-III	15	00	05	08	01	93.3
B.Com-I	55	00	00	20	80	72.7
B.Com-II	26	00	18.2	13.7	68.1	84.6
B.Com-III	30	00	56.7	43.3	00	100
BCA-1 st	12	00	22.2	77.8	00	75
BCA-2 nd	11	00	44.4	55.6	00	81.8
BCA-3 rd	16	00	42.9	57.1	00	87.5
MA Pol Sci	06	00	66.7	16.7	16.6	100
MA Eng	05	00	00	00	100	100
MA Hist	05	00	80	20	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 teachers.

2.13 Initiatives undertaken towards faculty development Yes

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	NIL
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	02
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	NIL
Others	NIL

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

0	<p>Meetings were held with all departments to make teachers aware regarding importance of research, availability of research funds from funding agency like UGC/DST/DBT and procedure and guidelines for receiving grants. Procedure to participate in conferences and to organize conferences, workshops and symposia are also discussed.</p> <p>i) During this Dr. Parmod Chauhan published two research papers one in an international journal of Life Sciences “VOYAGER” and the other in a reputed National journal “Pest Management and Economic Zoology”</p> <p>ii) Dr. Gopal Dutt provided guidance in a Research Project work of two IGNOU students for the partial fulfillment of degree in Rural Development.</p> <p>iii) Prof. Sneha Lata Mehta Completed her Ph.D. degree in English</p> <p>iv) Dr. Mahinder Singh published four research papers in different journals of International repute. He also became Member of Review committee of International journal “Applied Mathematics” Prairie A&M University, Texas, USA and “International journal of transform in Porus Medium” University of California.</p>
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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	06	3	nil
Non-Peer Review Journals	nil	1	nil
e-Journals	nil	nil	nil

Conference proceedings	nil	nil	nil
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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
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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

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 : 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

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

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 State level

National level International level

3.22 No. of students participated in NCC events:

University level	NIL	State level	35
National level	03	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	5	NSS	10	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 camps, Tree Plantation, Awareness programmes against Aids, Literacy, Environment, Sanitation, Health, hygiene, blood grouping, traffic Control day etc..This year the annual camp of seven day was held in various villages of under Gram Panchayat Rantari. The activities included the widening, levelin and removal of bushes across 400 mtrs. Pedestrian path at village Seema, cleanliness of traditional water source at Seema village and cleanliness of Mandir Parisar at Bijouri village. Sanitation and polythenehatao drive in Seema, Bijouri, Birtu and Malwari villages. An additional two day camp was held at village Chinchwari (Rohal) for providing help to the fire victims. The volunteers rendered help in relief operations and provided the much needed moral support to the affected families. They also distributed clothe and donated money and food to the victims of the Fire.

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)	₹252591	₹431896	College Fund	₹684487
Others	₹8561	₹13500	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	1489	364721	1273	446067	2762	810788
Reference Books	60	63540	48	31493	108	95033
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	15	NA	02	NA	17	10992
e-Journals	NIL	NIL	Nlist	5000	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	NIL	NA	7794	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

₹112500

ii) Campus Infrastructure and facilities

₹ 87192

iii) Equipments

₹ 431896

iv) Others

₹13500

Total :

₹ 645089

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC of the college helped the Career Counseling and Guidance Cell and student welfare committee in following manner:

1. Providing guidance to new comers about the process of admission and general orientation.
2. Providing Net facilities and photocopying facility to all students.
3. 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 sectors after graduation. The students are also advised to be the member of OSA and to keep in touch with the institution.

5.3 (a) Total Number of students

UG	PG	Ph. D.	BCA
1551	65	NIL	58

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
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804	48
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Men

No	%
870	52

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1194	338	17	06	03	1559	1324	329	14	07	NIL	1674

Demand ratio 1:1 Dropout 11.4%

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	<table border="1"><tr><td>NIL</td></tr></table>	NIL	SET/SLET	<table border="1"><tr><td>NIL</td></tr></table>	NIL	GATE	<table border="1"><tr><td>NIL</td></tr></table>	NIL	CAT	<table border="1"><tr><td>NIL</td></tr></table>	NIL
NIL											
NIL											
NIL											
NIL											
IAS/IPS etc	<table border="1"><tr><td>NIL</td></tr></table>	NIL	State PSC	<table border="1"><tr><td>NIL</td></tr></table>	NIL	UPSC	<table border="1"><tr><td>NIL</td></tr></table>	NIL	Others	<table border="1"><tr><td>NIL</td></tr></table>	NIL
NIL											
NIL											
NIL											
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 the students.

No. of students benefitted

All

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
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

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 increasing atrocities 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	75	National level	06	International level	NIL
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No. of students participated in cultural events

State/ University level	22	National level	NIL	International level	NIL
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5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level	04	National level	NIL	International level	NIL
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Cultural: State/ University level	NIL	National level	NIL	International level	NIL
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5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	152	319566
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
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Exhibition: State/ University level	Nil	National level	Nil	International level	Nil
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5.12 No. of social initiatives undertaken by the students

08

As stated in 3.26

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

Yes

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

6.3.1 Curriculum Development

The curriculum is framed by the affiliating university. However, some of the teachers are active members of the 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 of marks obtained in house test, class test, assignment, attendance and the annual examination conducted by the 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 15094 reference and text books on diverse subjects and fields. The college library has regular subscription of 17 magazines, one e- Journal and 7 news papers. In addition to this 32 computers with Internet facilities have further 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 and seminars are conducted at regular intervals 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 along 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 exists provision of external paper setter, external examiner and external evaluator in the annual university examinations so as to ensure free and fair evaluation of the students.

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 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 releasing funds for part-time faculty and infrastructure to create facilities for students.

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.

Internet facilities were made available to the students through newly established computer lab and up gradation of existing computer Lab. Students were encouraged to update their subject knowledge through ICT and internet resources. They were also getting information regarding their career opportunities through internet facilities. Group discussion, seminar were organised and extensive use of LCD projector, PPT etc. was introduced.

Introduction of PGDCA(Post Graduation Diploma in computer Application) helped the students in finding diverse employment opportunities available to them in years to come.

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

A new Computer Lab with 10 computers along with internet connections was established. Inter College Kabaddi Championship was organized successfully. In the Library 2870 new books, two journals and one e- journal was added. A lot of initiatives were taken to speed up the process of construction work of Auditorium cum Library and the widening process of college play ground. A lot of initiatives were taken for campus beautification with plantation of trees and ornamental plants.

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

1. Use of Computers and ICT facilities in teaching and learning.
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 initiative 500 trees were planted in local panchyat Seema(Rantari)during ‘Van Mahotsav’ organised by NSS in which 300 NSS volunteers, NCC cadets and rangers and rovers participated.

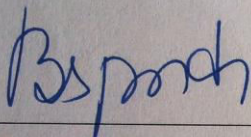
7.5 Whether environmental audit was conducted? Yes No

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

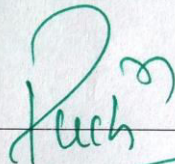
Strength: Well qualified and experienced faculty. Eco Friendly, peaceful environment suitable for higher education and better results. Well furnished Science Block and well equipped laboratories. Extra ordinary achievements in sports and cultural activities.
Weakness: Lack of transportation and hostel 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 have minimum time for self study as they have to travel from far flung areas. Moreover they remain occupied in domestic affairs.

We intend to install CCTV Cameras all around campus for overall vigilance. In order to provide better platform to students and faculty we will construct a well equipped conference hall. Plan to enhance the ICT facilities, text as well as reference books in library. Plan to increase admission in girls hostel and strengthen the Old Students Association. Career oriented programmes/ seminars would be organized in the campus for the students. Plan to organize Inter College events in the college. Speed up the construction work of major projects (Auditorium cum library and Boys Hostel).

Name _____ Name _____



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC
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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

Best Practice No.1. Use of Computers and ICT facilities for teaching and training
Best Practice No.2. Contribution of the NSS in various college activities.

Practice#1

1. Title of the Practice

Use of computers and other ICT facilities for teaching, training and accessing e-resources.

2. Goal

To ensure the better ICT and Computer facility for the ever increasing strength of the students across the disciplines so as to give them better access to information from e resources and for better teaching learning practices.

3. The Context

The use of ICT and computer based teaching aid has become the need of the hour not only for IT and Computer students but for others as well. A lot of information pertaining to curriculum and career is available for the students and students also find it interesting to search internet. So the expansion of computer and other ICT facilities for students has become important and the need was being felt since last few years.

4. The Practice

Then computers with broadband connection printers and other accessories have been procured and were installed in a separate IT lab for the practical classes of the BCA- B.Com student and for the general use of other students from diverse disciplines. A provision for the visiting student to access information through internet was made in which they can visit in the afternoon and use internet facilities for their career and curriculum or general information. Teachers are also encouraged to make maximum use of internet at newly established separate IT lab and the teacher are making best possible use of the facilities whenever required.

5. Evidence of Success

- Increased attendance of students in using internet and computers in new lab.
- Increased turnout of teachers making use of facilities at new IT lab for accessing e-resources for research and teaching.

6. Problems Encountered and Resources Required

- Lack of staff and fund for maintenance and up keep of such facilities

Practice#2

1. Title of the Practice

Contribution of College NSS in various college activities

2. Goal

To ensure the involvement of the NSS volunteers in a while range of 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 number of programmes were organized throughout the year in the campus and outside the campus as extension activities for campus and community development. The successful accomplishment of such programmes requires a workforce full of dedication, devotion and discipline and the first name that comes to the mind is none other than NSS. The volunteers of NSS are versatile workers and are capable of working under any committee formed by the college authority. Besides a mega event of inter-college volley kabaddi (Men), a number of other institutional level functions such as oath taking ceremony of CSCA, fresher day, farewell function, Annual prize distribution function, tree plantation programme, Blood donation were organized by the college wherein the services of NSS were sought.

4. The Practice

A strong team of more than 200 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 committee 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 Inter- college Kabaddi championship wherein the NSS volunteers played a crucial role the same was acknowledged by the different committee's incharges and the guests.
- Tree plantation drive in campus and ca Panchayat.
- Awareness activities on diverse issues and community work in the adopted villages was also appreciated by the Local Panchayat President.
- Successful organisation of blood donation camp which resulted in collection Of 40 units of blood

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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