



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR
• Name of the Head of the institution	Dr. Anil Kumar Azad	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	01894235973	
• Mobile No:	9816416856	
• Registered e-mail	gcpalampur@gmail.com	
• Alternate e-mail	gcpalampur-hp@nic.in	
• Address	S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR	
• City/Town	KANGRA	
• State/UT	Himachal Pradesh	
• Pin Code	176061	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Himachal Pradesh University				
• Name of the IQAC Coordinator	Dr. Sunil Kumar Katoch				
• Phone No.	9816416856				
• Alternate phone No.	9816416856				
• Mobile	9816416856				
• IQAC e-mail address	gcpalampuriqac@gmail.com				
• Alternate e-mail address	katochsk1@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.gcpalampur.ac.in/images/1225992370AQAR%202021-22.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gcpalampur.ac.in/images/-618482118ACADEMIC%20CALENDAR.jpg				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.50	2014	10/12/2014	09/12/2019
Cycle 2	B	2.19	2020	11/03/2020	10/03/2025
6. Date of Establishment of IQAC	10/10/2013				
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR	Salary	Government of Himachal Pradesh	2022-23	115000000
S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR	Travel Expenses	Government of Himachal Pradesh	2022-23	21017
S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR	Office Expenses	Government of Himachal Pradesh	2022-23	379124
S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR	Medical Reimbursement	Government of Himachal Pradesh	2022-23	142710
S.C.V.B. GOVERNMENT COLLEGE, PALAMPUR	Medical Reimbursement (Retired)	Government of Himachal Pradesh	2022-23	669053

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any	No

of the funding agency to support its activities during the year?	
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
Successful Implementation of AMC [Annual Maintenance Contract] of electronic items for the better upkeep of the equipments in the college	
Start of Institutional Level Scholarships for meritorious students	
Enhancement of College Security System with installation of more CCTV Cameras	
National Conference of Interdisciplinary nature was organized by the college in the month of April 2023	
Organization of one week Multidisciplinary workshop for the students	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Proposal for Implementation of AMC [Annual Maintenance Contract] in r/o electronic items	The proposal of AMC has been successfully implemented
Proposal for the Start of Institution Level Scholarship for meritorious Students	Scholarship has been started and awarded at the time of Annual Function
Proposal for more CCTV Cameras for Security Surveillance in the college	The CCTV Cameras have been installed with enhanced capacity and resolution
Proposal for organization of Interdisciplinary National Conference	The National Conference was organized in April 2023
Proposal for enhancement of workforce in the Library for the facilitation for the students	One Library Bearer was appointed in the Library
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	26/04/2023

15. Multidisciplinary / interdisciplinary

The college is affiliated to the HP University Shimla and SPU Mandi . The curriculum of the affiliating university is multidisciplinary /interdisciplinary in nature. The college teaches compulsory ability enhancement courses such as Environment Studies, English/or any modern language to the students belonging to all streams. Besides this Mathematics is taught to Science and Arts students. Moreover, college has PG Courses affiliated to the HP University, Shimla which are multidisciplinary in nature i.e. few generic courses/papers are taught to them and these generic courses belong to other subjects. The students are also given IT education and such provision is made by engaging the IT Lab of the college on weekly basis. There is also facility of learning languages through the established Language Lab of the college.

16. Academic bank of credits (ABC):

Since the college is accredited with 'B' Grade by NAAC (with a score of 2.19) ,so it is not eligible to register for the Academic Bank of Credit. The process of registration will be started as and when eligibility conditions are fulfilled.

17. Skill development:

The college runs many skill based courses as per the guidelines of the UGC and the affiliating university. Some of them are "Computational Physics", "Floriculture", "Bee Keeping" etc. In addition to this HPKVN [Himachal Pradesh Kaushal Vikas Nigam] approved skill based courses are run in the college, where the interested students can join them and after the completion, these students are awarded certificates.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

To promote /integrate the local language, art and culture, compulsory activities in the extra- curriculum are being generally added such as literary activities/discussions/interactions/symposiums/poetic recitation etc. in local language which will fetch extra credit to the student. Even at present, frequent field trips to local heritage sites and villages are organized to study & understand the minute details of local culture and traditions. Cultural activities in local tradition are specifically encouraged & conducted during the institutional and local fests or activities. Students are encouraged to take various online courses - including Indian knowledge system-based courses, from platforms like SWAYAM portal.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The students are imparted skill & outcome-based education in the following fields

1. The declamations/debates contests are organised regularly to improve their communicative skills while training them to participate in state and national level Youth Festivals/competitions.
2. The college magazine "Palambhav Darpan" provides a springboard for the budding writers to express their writing skills.
3. Skill based course in Computational Physics give students an opportunity to get hands on training in programming languages such as FORTRAN, LaTeX etc.
4. The option of "Floriculture" provides the student an opportunity to explore the avenues in this field.
5. The students also get an opportunity to enhance their language skills in the language lab.

20.Distance education/online education:

The college has study centre of IGNOU [Indira Gandhi National Open University] where the students can easily receive the distance-based education. Besides this, the college also has the facility of Virtual Classrooms, where the students of nearby colleges are taught through online mode.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	465
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	3166
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1381
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	676
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	60
File Description	Documents
Data Template	View File
3.2	61

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	1211904
4.3 Total number of computers on campus for academic purposes	161
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>SCVB Government College, Palampur runs 24 UG courses in three streams viz. Science , Commerce and Humanities in which students have freedom to choose elective courses of interdisciplinary courses, PG course in Economics and Self Finance Courses, BBA and BCA. College is affiliated to Himachal Pradesh University, Shimla and follows curriculum and academic schedule prescribed by the university. College plans its own academic calendar through IQAC available in college prospectus and website. Curriculum for these courses is designed by HP University, Shimla and some of the faculty are members of Board of studies of concerned subjects .Time table of the college is prepared by the time table committee every year which is displayed on notice board and college website for the students. Principal and Senior Faculty members of the Departments continuously monitor the entire process. Counselling of students is done with respect to syllabus, examination pattern, evaluation system every year and different activities carried out by different clubs and societies of the college such as celebrations of special days and students are also made aware of rules and regulations of college. The students are provided with the details about books in library, and equipment, apparatus and chemicals in Laboratories. Meritorious</p>	

students of different fields are honoured every year in the Annual Prize Distribution Function.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

This institution strictly adheres to the academic calendar prepared by Himachal Pradesh University with respect to annual examination and other activities such as sports and cultural activities. College has its own calendar for house examination ,class tests, unit tests, seminars, assignments etc. Most common method of teaching is chalk and talk besides audio visual aids such as LCD projectors etc. For admission, reservation roaster of State Government or HP University is followed by the institution. All latest schedules or information related to examination is uploaded on the college website and WhatsApp group of students and teachers. The faculty members prepare the lesson plans indicating the topics to be covered lecture wise and the evaluation process for each subject. This process is duly reviewed by the senior faculty in the department and approved by the head of the institution. It is then, made available to the students. Time-Table committee of the college prepares the time table of each faculty "Science , commerce and Arts and BBA, BCA and MA (Economics)" for the number of credit hours for each subject prior to the commencement of the session. The performance of the students is assessed on a continuous basis by conducting midterm exams as per the H P University norms per session. In addition to the class tests, seminars and assignments are also the part of Continuous Internal Evaluation.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating

A. All of the above

University and/are represented on the following academic bodies during the year.
 Academic council/BoS of Affiliating University
 Setting of question papers for UG/PG programs
 Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
 Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

24

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

414

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

414

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The aim of the college is not only effective curriculum delivery but holistic development of students through different curriculum. The college tries to impart values and ethics among the students through different co-curricular and other activities conducted throughout the year. Different activities are organised throughout the year such as sensitization programs, Women's day celebration, blood donation camps, awareness rallies and other programs that help students to know about the moral and social values. The institute also sensitise the students towards gender equality and environmental consciousness. In addition, NCC, NSS, Red ribbon club, eco club and rovers and rangers promote human values and best qualities among students and among locality by organising different activities. All important days are observed and celebrated every year and activities are organized to celebration of these days. Syllabus also have compulsory course Environmental Science in first year of each stream and few courses in of Botany and Zoology cover

every aspect of Ecology, Environment and Sustainable Development . These courses lay emphasis on the importance and objectives of environment such as interrelationships, use of resource, economics, politics and their impact on the environment and environmental issues and their linkage to politics and development at the local, regional and global level; issues in environmental economics and natural resource economics. The different societies of the college also promotes cleanliness and hygiene among the students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

8

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

49

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gcpalampur.ac.in/images/2116429762res-sheet_22_23.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4530

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1381

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

SCVB government college has its focus on achieving excellence with respect to learning level of the students. Students from different backgrounds (social, cultural, Economic and educational) are admitted in our college. So, it is very much required to identify slow learners and advanced learners at the entry level. Then, teachers assess the learning levels of students in the classes through oral and written tests. Slow learners in our institution are dealt with very carefully and are provided extra care. They are provided learning materials and books. Many Teachers provide free books and financial help to students from economically and social weaker sections. Fast learners are motivated to acquire extra knowledge by reading more books and You tube lectures. They are advised to make use of recourses in library. Students are encouraged to participate and give seminars on certain topics in their classes. The college has introduced prizes for meritorious students which motivate and inspire them for their future endeavours in academic growth.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3166	61

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

1. Experimental Learning:-

a. Youth parliament event is organised. Students play the role of different ministers, speaker and deputy speaker etc. in this youth parliament. This helps students in learning the functioning of the Indian parliament.

b. Project works are given to students on different topics such as impact of covid-19 on education, women, students, hotels, labour class, workers & shopkeepers etc. BA second year Political Science/Geography students went to different areas and took interview from various people and also collect information through questionnaires from these peoples.

2. Participative Learning :- In participative learning students get involved in various co-curricular activities such as creative writing by composing poems, writing articles and stories for college magazine. In the way they share their thoughts and gain participative learning. NCC Cadets and Volunteers of NSS and red ribbon club and Rovers & rangers play a very important role in organizing activities such as cleanliness drives, blood donation camps, plantation drive, awareness rallies etc.

Seminars are organized in college involving Teachers and students. Everyone learns so many things from the experiences shared by

speakers in these seminars

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Post Covid-19, College has laid stress on development of ICT facilities in the institution. Now most of the faculty members are using ICT techniques for teaching and dissemination of knowledge. Classes are conducted with the help of Digital podium or overhead projectors in smart class rooms. WhatsApp groups were also created by teachers for providing information and distributing learning materials to students. YouTube lectures and PDFs related to their topics were shared to students through these WhatsApp groups. College has high speed internet band width of 100 Mbps. Almost all departments of our college have at least one computer with internet facility.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.gcpalampur.ac.in/images/-1096243278Pics%20of%20ICT%20enabled%20facilities.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

61

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

61

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

21

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

190

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Continuous internal evaluation of the students is an integral part of the college. Total marks for Internal assessment are 30 % of the total marks in each subject and 70 % for the Term end examination to be conducted by H P university. Distribution of marks in CCA is as given: 15 marks for midterm examination , 10 marks for assignment/presentation/quiz and 5 marks for attendance. The students who could not appear in the mid-term examination and have a genuine reason for not doing so, are given special chance after due permission from College Principal. Link of the assessment portal of affiliating university i.e. HPU ,Shimla has also been pasted for ready reference.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Internal examination is an integral part of every educational institution. It plays a significant role to assess the capability of students. Examination committee headed by COE conducts mid-term/ house examination during the month of December every year to assess the students and make them familiar with the examination pattern of university so that they can prepare for annual university examination accordingly. Internal examination also help to ascertain the accomplishments and attainments of the students. During the session 2022 -23 house examinations were held in the month of December 2022. Weak students were provided help in the form of remedial classes by their respective Class teachers. Mid term examinations were conducted again for failed students.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.gcpalampur.ac.in/noticeboard.asp x

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Our institution offers under graduate courses in B.A., B.Sc. and B.Com. as well as self financing courses in B.CA., B.B.A. and Add on Courses under government schemes and Add on course in television and video production in Journalism and mass communication. Post graduate degree course in Economics is also available in our college. There are 28 subjects available in our college viz English, Hindi, Sanskrit, JMC, Physical education, Tour and travel, education, political science, history, Public administration, Economics, Sociology, Music, Chemistry Physics, Math, Botany, Zoology, Geography, Computer application and Commerce. BBA, BCA and two Add on courses by JMC department and some add on courses under government schemes running in our college. The college has clearly started the learning outcomes of the programs and course in the college prospectus and even in college website <http://www.gcpalampur.com/>. The students are also made aware of the courses.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

SCVB Government college Palampur offers 2 Add on courses in journalism and mass communication, self-financed courses such as Bachelor in Business administration and Bachelor in Computer Applications in addition to regular degree courses in Humanities,

Commerce and Science and PG course in Economics for the benefits of students belonging to different sections of society. In addition to these, some add on courses under government schemes are also being run in this institution successfully to facilitate students belonging to different parts of society. Its main objective is to enable them find employment and opportunities for themselves or to acquire skill in the desired professional field of their interest. These courses provide wider and wider choices for the students in choosing their future plans of vocation and entrepreneurship.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

444

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.gcpalampur.ac.in/images/1911271675Annual_Report_22_23.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.gcpalampur.ac.in/images/1527375033SSSurvey_22_23.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****NIL**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****2**

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

All extracurricular activities conducted by college clubs and organizations, such as the Red Ribbon Club, Rovers and Rangers, NSS, NCC, Sports, and Eco Club, are referred to as extension activities.

The National Cadet Corps trains and inspires cadets to enlist in the military in order to serve their nation, as well as helping them to develop leadership skills, discipline, and many other positive traits. NCC cadets take part in Republic and Independence Day Parades, cleanliness campaigns, awareness campaigns, and special occasions like Kargil Vijay Diwas and Captain Vikram Batra's birthdays. They also sit for the "B" and "C" certificate exams. The primary goal of NSS is education via community service. NSS aids in students' understanding of their social surroundings, personality development, and sense of engagement in nation-building, as well as teamwork, tolerance, and a feeling of duty. Both the special seven-day camp and the regular programs are conducted by NSS. Holiday celebrations, cleanliness campaigns, and a plethora of other events. Through presentations on pressing health concerns, Red Ribbon Club hopes to raise students' awareness of AIDS and other health challenges and teach them about preventative measures. The college's Eco-Club and Campus Beautification Committee host cleanliness and tree-planting efforts, as well as awareness campaigns regarding green and clean environments.

File Description	Documents
Paste link for additional information	https://www.gcpalampur.ac.in/photo_gallery.aspx
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1250

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college is derive to provide excellent educational opportunities that are responsive to the need of the students and empower them to meet and exceed challenges as active participant in shaping the future of our world. The college fosters academic and career success through the development of critical thinking, effective communication, creativity and cultural awareness in a safe, accessible and affordable learning environment. In meeting the needs of diverse student population, we embrace equity and accountability through measurable learning outcome, ethical data driven decisions and students achievements. The college provides best to its learner with efforts of different committees like IQAC. The college has good infrastructure which includes two buildings, one main building and

other separate building for BBA/BCA courses. In totality the college has 28 classrooms out of which six are lecture theatres and 22 are classrooms cum seminar halls equipped with audio visual facilities, in addition to these the college has 6 well equipped science labs , 4 labs having ICT facilities, media lab and video recording room. The college also have Wi-Fi enabled campus, health club, girls common room, gymnasium equipped with latest equipment, playground and courts , botanical garden and large cafeteria area. The college has two separate libraries one in the main campus which is automated with RFID system and 8858 books with a subscription of 5 peer reviewed Journals. The library is also equipped with facilities of searching book catalogues, viewing e Journals and online learning resources. The other library is for self-financing courses(BBA/BCA)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has excellent facilities for co-curricular and extracurricular activities that are held all year long in addition to classrooms.

All of our extracurricular and co-curricular events take place on the dais in the open stage inside the campus or in the main Hall (315). The conference room is utilized for seminars, presentations, and awareness campaigns and is well-equipped with the newest audio-visual equipment. With the principal's prior approval, students may hold meetings and other events in designated classrooms.

There are designated cells for the NAAC and UGC Committee, the college's Career Counselling and Placement Cell, the First Aid Committee, the NSS, the NCC, the Rovers and Rangers, the Red Ribbon Club, and the IGNOU centre.

Within the sports area, we have a designated basketball court, two badminton courts, and a shared area for outdoor activities like football, volleyball, hockey, cricket, etc. Additionally, the school has a Yoga/Activity Room and amenities for indoor activities such as chess boards, carom boards, and table tennis tables. Our well-equipped gym has a fully automated bike and treadmill, a leg curl

machine, a crossbar, and other equipment. The college has specialized taekwondo and kabaddi mats.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

1897100

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is a vital component of any academic institution, acting as the hub for scholarly activities. Large volumes of text books, reference books, and other publications including international, peer-reviewed e-journals are available in our college library. With enough furniture to hold 50 pupils at once, the reading room offers a conducive study space. Students' and teachers' visits are recorded in a log, and newly arrived books and notebooks are arranged on a rack. Closed-circuit television (CCTV) surveillance cameras are installed within the library. As a member of the N-list consortia of the Information Library Network (INFLIBNET), the library offers teachers and students access to over 3135000 e-books and 6000 e-journals. The library also has subscriptions to almost all popular publications and newspapers (in Hindi and English). SOUL 2.0, an integrated library management system from INFLIBNET, automates the library. The books are arranged using the Dewey decimal system. Another feature offered is OPAC (Online Public Access Catalogue), which allows users to search the book collection by publisher, author, title, and other criteria. Users receive unique barcode IDs and the books are bar coded.

The College has taken the following initiatives: 1. There is free Wi-Fi, internet access, and print and download capabilities available. 2. On the tutor's advice, books are given to underprivileged and needy pupils for the duration of the session. 3. Display of new books. 4. An appropriate approach for collecting user input to enhance library services. 5. A suggestion system for books purchased through departments

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

66405

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

262

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

In order to maintain effective operation, the college constantly works to supply cutting-edge technology and modernize its ICT facilities. The college offers a variety of digital technical resources. There are four computer laboratories (IT, BCA, Math, and Language laboratories), one conference room with digital equipment.

The college has 01 digitally equipped conference rooms and 17 digitally equipped classrooms with LCD projectors with accessories, digital podiums, or both. Wi-Fi access is provided for the college campus. BSNL has provided two 100 Mbps connections as well as an extra 10 Mbps LAN connection. Computers and other relevant accessories are given for each department in the college. Every member of the teaching staff uses the ICT in the labs and classrooms as needed. Students can access online resources at the library by using computer consoles. RFID is also available in college libraries. Additionally, the college has acquired fully operational online admission software. When necessary, the technicians are called in to do lab maintenance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gcpalampur.ac.in/images/-1486729798GeoTag%20Photos%20of%20IT%20labs%20and%20ICT%20Facilities_compressed.pdf

4.3.2 - Number of Computers

161

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1897100

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

For the upkeep and use of all of its physical and academic facilities, the College has established clear policies and procedures.

Computers: The college's technical committee is consulted for maintaining computers (hardware and software), upgrading administration software, and generally maintaining campus infrastructure. Every purchase made at the college is governed by the clear purchasing policy created by the College Purchase Committee.

Library: The college library has procedures and systems in place to determine which purchases to make depending on the courses that are being given and to verify that staff and students will have access to the necessary facilities. Annual data on resource usage at the library supports the collection development policy of the institution.

Sports: The upkeep of the sports field and equipment is handled by the sports committee. A committee plans a range of intramural and intercollegiate student sports events, both indoors and outside.

Classroom management: As advised by the college advisory committee, classrooms are run with the appropriate processes and methods. It is adhered to with consideration for the contemporary educational setting a stock inventory of the classroom's property assets, frequent cleaning and maintenance, and an appropriate reporting mechanism for repairs and replacements.

Laboratory: To ensure preventive steps to reduce casualties, laboratories are outfitted with fire extinguishers and a water supply that is available around-the-clock. Every day, general instructions are given to students about how to use the laboratory safely and securely.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

69

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	www.gcpalampur.ac.in
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

45

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

45

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

14

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

66

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

24

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

CSCA was constituted on 23/11/2022. It is constituted by the college on the basis of their performance in the

University Examination as per the instructions given by the Himachal Pradesh University Shimla. CSCA works in tandem with the college authorities. College has a nominated College Students Central Association/(CSCA).

The executive members of the CSCA include students from Rovers and Rangers, Eco Club, Red Ribbon Club, N.S.S. Unit, Sports and Culture and outstanding students of clubs/ cells/societies. CSCA Executive Council plays a pivotal role in smooth running of the affairs of the college and also in improving institutional efficiency. Members of these bodies hand over their genuine demands/grievances to Principal. NSS organised 7 days camp, Poster making and painting competition, plantation, Har Ghar tiranga event, run for unity on the occasion of Vallabhbai Patel birthday, tracking towards zakhni Mata and birni Mata temple 3000 meter, and Diwali celebration by NSS cadets in orphanage Salyana during this session. NCC celebrated Tringa Desh ki Shaan. Eco Club organised various activities such as poster making ,plantation drives, Science quiz Competition etc. Red Ribbon Club organised AIDS day, blood donation camps, vaccination drive etc. The College Magazine "Palam bhav Darpan" provides a platform for young budding poets and writers to express their views in different sections of the magazine

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

12

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Old Student Association (Alumni Association) of the College was formed and registered in 2019 and is in budding stage. It is a platform that ensures the bonding of college to its old students. It was formed with 26 members in the beginning and now it is growing day by day. Members of Alumni association often make a visit to the college and interacts with teaching staff and Principal. They give their valuable contribution in the form of suggestions. As in this session a Blood Donation Camp was organized by Red Ribbon Club in which Alumni members voluntary donated blood as a duty towards Society. Old/outgoing students can join this association by filling a simple membership form. alumni association's meeting held on 25/02/2023 and selected a new office bearers of this association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Apex Management and monitoring bodies of the college are Department of Higher Education of Government of H P and H P University, Shimla. The college follows their prescribed guidelines for academic, administrative and financial management. Decentralization and participative management is strength of the college and is reflective of its effective leadership in tune with the vision and mission of the Institution. Principal, staff (Teaching and non-teaching) and students are backbone of the college.

- All academic and administrative activities are monitored through various committees providing proper distribution of work and duties.
- Proposals for all round development of the college and for the betterment of the students are prepared by IQAC, College Advisory Council and various cells.
- College Advisory Council ensures smooth administration/functioning of college.
- There are more than 50 administrative committees which look after the job assigned to them. Details of administrative committees are available in prospectus of the college on website of the college. This clearly reflects the practice of decentralization and participative Management.
- IQAC of the college coordinates with all the committees and maintains all the data/ record of every activity. Suggestions or recommendations of the IQAC are implemented after approval by College advisory Council. .
- Sports Advisory Committee prepares the sports calendar and in charges of different games.
- Self-Finance society monitors and manages the self-financed BCA and BBA courses. Internal Audit and audit by Government from time to time ensure transparency in the financial matters.

File Description	Documents
Paste link for additional information	https://www.gcpalampur.ac.in/
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and

participative management.

The Principal is the administrative head of the institution. Principal in consultation with College advisory council and IQAC provides effective leadership in all academic and institutional practices. Leadership qualities are exercised through various councils and committees. For the smooth running of the college, the whole system of administration is decentralized. The Principal coordinates with all administrative committees through their conveners/co-conveners. The institution also emphasizes the inclusion of all the employees working at different levels. Participation in the various activities and programs gives them confidence in their abilities and the values to become responsible citizens of the country. Some important administrative committees of the college are College Advisory Council, IQAC, NAAC and UGC affairs committee, Cultural Committee, RUSA cell, Library Committee, Purchase Committee, College Development Committee, Examination Committee, SC, ST and Minority Committee, Women Grievance Redressal Committee, Students Council (Election) Committee, Games & Sports Committee, Discipline & Anti Ragging Committee, Anti-Drugs Committee, Career Guidance and Placement Cell, etc. to look after all the activities of the college. Every committee submits their proposal in the beginning of the session along with plan and execution strategy. Feedback is obtained from the students from time to time to improve the quality of the services rendered.

File Description	Documents
Paste link for additional information	https://www.gcpalampur.ac.in/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has been using ICT for teaching learning purposes, along with extensive use of computers for classroom teaching, The College had provided laptops, tabs with smart board enabled classrooms, making ICT an integral part of the teaching learning process. In 2020, college was quick to adopt to online teaching during the Covid - 19 pandemic and subsequent lockdown. During this period college upgraded its e-learning resources and used Great learning platform(Olympus) for online teaching. This Platform record the lectures given by teachers, record the attendance of students with duration as well as send notification to students about online class through

email. The college formulates its plans as per the directions issued and letters received from Himachal Pradesh government, H.P. University and the Department of Higher Education, H.P. besides UGC, RUSA, MHRD, etc. Therefore all the activities, i.e., academic, sports, cultural, co-curricular, and extra-curricular are carried out according to the notification and guidelines issued. College advisory council and IQAC in consultation with Principal and staff formulate and implement the plan during the session. IQAC prepares annual calendar and maintains records of all the activities of the college. The library also upgraded itself to e-learning tools and e-resources.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gcpalampur.ac.in/
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Principal runs the college as per rules and policies of the Department of Higher Education, Govt. of Himachal Pradesh and as per ordinances of H. P. University, Shimla. The Principal, Advisory Council, IQAC and Conveners of administrative committees monitor the entire work process of the college. NSS, NCC , Rovers and Rangers and Red ribbon club aim to deliver to the society in numerous ways. The Cultural and Co-curricular Committee along with Faculty members are responsible for all the intra and inter college cultural events. The Career Guidance and Placement cell looks after the career prospects and placement of the students. The Examination Committee helps in smooth conduct of the examinations. List of Administrative committees is uploaded on college website. The ministerial staff has a superintendent, senior assistant, clerks, gardener, chowkidar and peons. Principal, teaching and non-teaching staff follow the service rules drawn by the Govt. of Himachal Pradesh. All procedures related to admission, exams, recruitment, construction and finance are followed through the guidelines laid down by the Govt. of Himachal Pradesh. Recruitment of teaching faculty is done by Government of Himachal Pradesh through the Public Service Commission (HPPSC) Shimla and non-teaching staff through Subordinate Selection Board and other State Procedures. Promotion of staff is done as per the rules laid down by Govt. of Himachal Pradesh.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.gcpalampur.ac.in/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

Various welfare schemes provided by Government of H P to its employees are governed by the rules and regulations of H P Government and are as under:

1. Medical reimbursement of medical bills as per state rules.
2. Medical Leave 10 days medical leave with full pay.
3. Twelve days of Casual leave for all the employees per year.
4. 20 days of Earned leave to teaching staff and 30 days to nonteaching staff.
5. All the Employees are covered under group insurance scheme by paying a premium of Rs. 120/month for class I and other classes payless premiums.
6. Retirement / death gratuity, leave encashment and pension is provided to employees after retirement.
7. LTC as per state Govt. rules.
8. Withdrawal of G P F -up to 75 % twice a year for miscellaneous purposes like education fee, daughter's marriage etc. One time 90 advance can also be availed for building of house or repair of ancestral house.
9. Study Leave to teachers as per the

rules of Directorate of Higher Education of Govt. of Himachal Pradesh. 10. Maternity /Paternity Leave as per norms of CCS leave rules.11. Academic/Duty Leave to Teachers for H P university examination, evaluation duties 12. Special duty leave for attending refresher / orientation Courses/ faculty development / induction programs etc. 12. TA/DA asper the rules of H P Govt. 13. Uniform for the class IV employees

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

30

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

30

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisal of teaching and non-teaching staff by Institute is a systematic and periodic process in which job performance and productivity of employee is assessed. Being a government college of H P, all guidelines and regulations of Department of Higher Education of H P with respect to performance appraisal are strictly followed. All employees fill up the ACR

annually every year and submit it to the Principal. There are four prescribed stages for promotion from Assistant Professor to Associate Professor.

- Stage 1 (AGP Rs 6000) to Stage 2 (AGP Rs 7000)- Four years of service with Ph.D./ Five years of service with M. Phil./ Master Degree with 6 years of service..
- Stage 2 to Stage 3 (AGP Rs 8000) - -- Completion of five years of service in Stage 2
- Stage 3 to Stage 4(AGP Rs 9000) Completion of three years of service in Stage 3.

All these promotions are carried out by Departmental Promotion Committee (DPC) constituted by the Department of Higher Education subject to fulfilment of conditions laid down by the university and UGC such as Orientation and Refresher courses and teacher training courses in a time-bound manner. Associate Professor is promoted to Principal according to seniority subject to qualification of Departmental Examination.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

All records related to finances and other matters are maintained properly in a systematic and transparent manner. Internal and External financial audits are conducted regularly. Team from the office of Accountant General conducts the audit of all the funds received from the Government from time to time. Audit of RUSA fund, fund of self-finance courses and of NSS (fund received for regular activities and seven days special camp) is done by at the end of the financial year by the local auditor as per the financial rules and regulations. Fund generated from Self Financing courses are managed by its Coordinators and is subject to audit by internal committee or CA. The RUSA Fund is used under three Heads (like Infrastructure, Renovation, Equipment's, New Construction etc.) as suggested by the Director, RUSA as per norms set by MHRD, New Delhi. The funds received under Equity (RUSA) scheme has been used for the welfare of

the students. The PTA fund is audited by the Local Auditor at the end of the financial year. Last audit of PTA fund was done on 31st March 2020 and self-financing fund on 31st March 2021 by CA Manu Sharma(UDIN No21509034AAAAD7993 and PROP- 509034).. Last Audit of Government fund was done by Team from AG office on 29/9/2021 vide letter no EDN-KGAGCP/ 2020-21/661-664. Stock verification of every department or cell is carried out every year before 31st March by stock verification committees constituted by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

44

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of funds are fees collected from students, grants from the State Government and the UGC, interest on fixed deposits, fines and other miscellaneous income. Funds received under different heads are maintained in separate registers. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. . The Principal in consultation with the Purchase Committee, RUSA

Committee follows the formalities for utilization of funds. All purchases are made after inviting requisite number of quotations and their proper scrutiny by purchase committee, bursar and approved by Principal. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including appointment of part time workers, infrastructural up gradation and maintenance, enhancement of teaching learning environment, faculty development etc. The salary bills of the teaching and non-teaching employees are met by the Govt. of Himachal Pradesh and processed by treasury. The upkeep and maintenance of the college are done through the Amalgamated fund (A.F) and P.T.A Fund.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The regular meetings of the IQAC internally as well as with the principal and different stakeholders are conducted to ensure stocktaking and earmarking of the scopes of improvement in all possible spheres in the college. Regular feedback was taken from different stakeholders which helped in improvement of infrastructure and academic standard. IQAC prepared the annual academic calendar and ensured its implementation in Toto. IQAC maintains the record of all kinds of activities by NCC, NSS, Rovers and Rangers, Eco Club and red ribbon club and prepares AQAR at the end of the session. Major contribution of IQAC are preparation of College Academic Calendar, Academic up gradation, Establishment and up gradation of Research centre for minor research, purchase of more books in Library, Strengthening of Career Guidance and placement cell, Partition of bigger rooms was done to increase the number of classrooms for classes having lesser number of students, Digitalization of office, Strengthening of existing sports and cultural facilities, creating a new smart and virtual class room having teaching device, allotment of Rs 70 lakhs for construction and completion of ground floor of new Academic block of BBA and BCA.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC is a significant administrative body of any educational institution which is responsible for all quality matters. Sole responsibility of IQAC to initiate, plan and supervise various activities that are necessary to increase the quality of the education imparted in college. IQAC plays an important role in maintaining quality standards in teaching, learning and evaluation. IQAC conducts regular meetings to review the overall progress of the college. Teachers in the beginning of the session go through the syllabus of courses and do the necessary preparation for teaching. Meetings of faculty members results in new and best methods of teaching. Teachers also pay the role of mentor in solving the problems of students. The students are encouraged to visit the library on regular basis to improve their knowledge and mental abilities. Communication skills and personality development sessions are arranged in Language lab. Different magazines and newspapers in the library helps in increasing their general knowledge which is very important with respect to their career aspects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

S.C.V.B. Government College, Palampur is committed to promoting fairness in education, regardless of gender. The primary objective of striving for gender equality is to create a fear-free atmosphere where each and every student can pursue their education without facing discrimination or harassment, allowing their potential to flourish.

To achieve this goal, the college has established various committees at different levels, such as the anti-ragging committee, the committee for the prevention of sexual harassment in the workplace, and the Women Grievance and Redressal cell, all operating in accordance with UGC guidelines.

Awareness programs are conducted to educate students and staff on various social and health issues including mental health. Methods employed to foster gender equity include

- Providing necessary facilities and opportunities for the academic and personal growth of female students, organizing awareness programs, ensuring a safe and secure environment.
- Providing girls hostel within college campus for poor and needy female students.
- Special sessions of counselling by faculty members for girl students.
- Offering separate workspace, common rooms and washrooms for girls and female staff members.

- Empowering females students and staff with direct complaint mechanism to Principal's office, installing CCTV cameras to monitor report and prevent incidents such as eve-teasing, student unrest, or unauthorized entry in campus
- Providing sanitary pad vending machines and incinerators in female washrooms.
- Furthermore, the provision of indoor games and magazines in girls' common rooms contributes to creating an inclusive and supportive environment for all students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- The college employs various scientific and prescribed methods for managing different types of wastes generated in college campus i.e. solid waste, liquid waste, e-waste, and chemical waste to mitigate their negative impacts on health and the environment.
- Solid Waste collected from classrooms and offices in different bins and source segregation is done before transferring waste

to larger dustbins. Biodegradable and non-biodegradable waste are segregated, with biodegradable waste going into a vermicompost pit along with leaves and plant waste. The resulting compost is used for gardening purposes. The non-biodegradable waste is collected and disposed by local municipal committee on regular basis as per SWM rules where as Bio-medical waste from labs is disposed as per BMW handling and management rules. The campus is designated as a plastic-free zone, with green and blue bins provided for wet and dry waste respectively. Students and staff members are encouraged to dispose of waste in designated bins in classrooms and corridors.

- Sanitary pad incinerators are installed in girls' and female staff washrooms for the safe disposal of used sanitary pads. A solid waste incinerator is installed to dispose of confidential documents and hazardous waste. Additionally, Liquid waste generated from science labs is channelled to a separate pit outside the chemistry labs via dedicated pipes. Sewage disposal is managed through septic tanks.
- Electronic waste, including computers and accessories, is either returned to suppliers or handed over to the municipal garbage collecting vehicle in accordance with E-Waste (Management) Rules.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

A. Any 4 or all of the above

with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- With a commitment to societal betterment and the creation of a brighter future, students are encouraged to engage with the various social outreach initiatives offered by the college. These units actively (e.g. NSS, NCC, Ranger rover etc.) collaborate with individuals and society from diverse sociocultural backgrounds and sensitized them to the values of tolerance and pluralism. The awareness programs, co-curricular and cultural events organized by clubs and cells, as well as gender sensitization initiatives such as competitions, rallies, and lectures on significant dates like World AIDS Awareness Day (December 1) and International Women's Day (March 8), are conducted in college.
- Furthermore, the college actively promotes social responsibility and leadership roles among its students and staff through a wide array of activities. The college initiates various programs aimed at fostering responsibility, leadership, and communication skills among students. Some of

the practices adopted by the college include offering special privileges to students belonging to ST/SC/OBC categories, providing relaxation in age and admission percentage criteria, and facilitating scholarships from both state and central governments.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- The College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. At the beginning of session, Principal and Teachers conduct counselling session for 1st year students to make them aware of the core values and ethos of the Institution, duties and responsibilities of citizens and various events are organized throughout the year in this regard.
- These events are conducted by NSS, NCC, Red Ribbon Club, Rovers and rangers, ECO-Club and some departments .
- Department of Political Science celebrates Constitution Day or Samvidhan Diwas (November 26) every year and organizes various activities such as Quiz/Essay Writing/slogan writing/Painting Competition etc. to aware the students about constitutional obligations, rights, duties and responsibilities of a citizen.
- The World AIDS Day(December 1) Red Ribbon club organizes AIDS Awareness rally, blood donation camp and take part in events organized by the Dept. of Health and Family Welfare Dist., Kanga. Volunteers of NSS, Cadets of NCC and Rovers and Rangers carry out Cleanliness drives, Tree Plantation drives, Swachh Bharat Abhiyan, and celebrate world Yoga Day, Teacher's day, Children Day and Independence day every year

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

<p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Celebration of important Days & Dates is an essential part of education and personal development and helps to build a better understanding of the world and the people who inhabit it.

- Republic Day is a national holiday in India commemorating the adoption of the Constitution of India, and the country's transition to are public which came into effect on 26 January 1950. Republic Day is commonly associated with parades, political speeches, cultural events and ceremonies, in addition to various other public and private events celebrating the history, government, and traditions of India.
- The Independence Day of India, which is celebrated religiously throughout the Country on the 15thof August every year, holds tremendous ground in the list of national days, since it reminds every Indian about the dawn of a new beginning, the beginning of an era of deliverance from the clutches of British colonialism of more than 200 years.
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•International Women's Day (IWD) is a global day celebrating the social, economic, cultural, and political achievements of women.

- World AIDS Day brings together people from around the world to raise awareness about HIV/AIDS and demonstrate international solidarity in the face of the pandemic. The day is an opportunity for public and private partners to spread awareness about the status of the pandemic and encourage progress in HIV/AIDS prevention, treatment and care around the world.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-I

Captain Vikram Batra is a role model for all the students of this college after whom the college has been named .He was awarded Param Vir Chakra ,the highest gallantry award , for his exemplary courage and bravery in the Kargil war,1999.On the birth anniversary of this brave soldier inter-college competitions are organized on 9th September every year. The students from all the colleges of district Kangra participate in this function. Parents of Captain Vikram Batra(PVC) ,Captain Sourabh Kalia (Kargil War Hero),Sudhir Walia (Ashok Chakra-posthumously) are special invitees in the function .

Best Practice-II

Many children and adults suffering from disability are generally excluded from main stream social activities . So our College has

inculcated a best practice in our students to celebrate the Indian festivals such as Diwali, Dushera, Holi etc. with these peoples at a village [Saliana] where orphanage is housed and it is managed by RED CROSS SOCIETY. The celebrations include many activities like games, dancing, singing etc. The prime objective of activity is to include these people in the main stream and give them boost in their confidence so that they are no way inferior to others.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The progress and development of any institution depends upon its uniqueness, its innovations and its distinctness from other institutions. SCVB Government college Palampur always put its focus on its mission and vision and work in a very distinctive manner. Most of the students of the college come from nearby rural villages and number of girl students is always more than boys. Main Aim of the college is to tap their potential and strength and motivate them for higher education. College provide ample opportunities to these students from different platforms such as NSS, NCC, Rovers and Rangers, Red ribbon club, eco club, sports club and other societies where they take part in academic, curricular, extracurricular and extension activities and develop academic as well as professional, cultural, social consciousness, alertness, and responsiveness acumen. Seminars related to health, environment, drug abuse help them in dealing with such socioeconomic issues. There are two units of NSS, NCC and Rovers and Rangers in the college which inculcate leadership qualities, discipline and moral values'. NCC cadets appear in B/C certificate tests and get job in defence forces, participate in RDC parade, NSS volunteers carry out extension activities in campus as well in villages and also take part in 7 days Special camp. Thus, SCVB College provides quality education to the students of Palampur subdivision while maintaining the high standards and values.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Upgradation of college software to make the office work paperless.
2. Organisation of Faculty Development Programmes /Conferences /Workshops for the benefit of students and faculty.
3. To speed up the leftover work of new academic block and to make the college ground fully functional.
4. To request the government to provide funds for construction of Multipurpose Hall /Auditorium
5. Annual Maintenance Contract for Computers /Electricity / Sanitation and Sewerage facilities
6. Upgradation of Gymnasium and sport facilities
7. Opening of Donors' Account
8. To conduct more programs or events in order to spread awareness about environment, cleanliness, health, AIDS, gender sensitization, etc
9. Strengthening of Alumni Association.
10. Renovation/Maintenance of Vermicompost Unit, Solid Waste incinerators and other incinerators
11. Installation of more CCTV cameras for better surveillance in the new block .
12. To organise awareness programmes for the teaching and non-teaching staff of the college for quality enhancement.
13. Conduct of Green Audit in r/o campus.