SELF STUDY REPORT

FOR

2ⁿᵈ CYCLE OF ACCREDITATION

SHAHEED CAPTAIN VIKRAM BATRA GOVERNMENT COLLEGE

SHAHEED CAPTAIN VIKRAM BATRA GOVERNMENT COLLEGE PALAMPUR , TEHSIL PALAMPUR, DISTRICT KANGRA HIMACHAL PRADESH 176061
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www.gcpalampur.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Shaheed Captain Vikram Batra Government College Palampur (Dist Kangra) Himachal Pradesh was established as a co-educational institution in 1995. It is named after the Kargil War hero martyr Captain Vikram Batra(PVC). The College building is located in the Dhouladhar mountain range in rural areas near Palampur town. The college has been imparting education in Humanities, Science and Commerce at the Under Graduate level, M.A. in Economics and professional courses, Bachelor in Computer Application and Bachelor in Business Administration. The college also houses IGNOU (Indira Gandhi National Open University) Study Centre No 1187.

The college caters to needs of students who travel on foot and by bus undertaking journeys for couple of hours in the morning and evening. A hostel of the college s inhabited by about four dozen college girl students.

The faculty members attend refresher courses, orientation courses and short term training programmes at regular intervals. Some teachers are actively engaged in research activities which include research guidance, pursuance of research, paper publications and presentation of papers in national and international workshops/seminars/conferences in India and abroad.

The college gives better results better than average pass percentage of university. The college has showcased its prowess in co-curricular activities at HP University inter-college Youth Festivals and registered commendable achievements in co-curricular activities. As a matter of policy the students are encouraged to vibrantly participate in various multiple activities ranging from environmental to cultural and social to moral under the aegis of National Service Scheme and Rovers and Rangers, National Cadets Corps- boys and girls units. It merits mention here that our NCC cadets have been bringing laurels to the college and HP state by taking part in various state, national and all India level NCC meets and in the Republic Day Parade in New Delhi.

The college has INFLIB-NET facility in the library to provide on- line access to e-books to the students and staff. The Career Counseling Cell provides platform to the students to get to know about the prospective career opportunities in the job market.

Vision

SCVB Government College Palampur envisions acting as a catalyst in bringing socio-economic transformation in society. The college endeavors to inculcate an understanding of rich cultural heritage among the students. The college envisions multidimensional development of this institution covering domains as given below;

Academics: It being major area of thrust, the college aspires to accomplish the following in the course of its journey;

- Introduction of professional courses like Master of Social Work, Master of Business Management with different specializations and Master in Computer Application having higher employability in the job market

- Masters in Chemistry, Physics, Mathematics, Botany, Zoology, Sociology, Political Science, Economics,History, English, Hindi and Commerce and add-on courses in Tours & Travels, allied field of commerce and Journalism etc.

Research: By generating an exclusive fund, engage faculty members in undertaking research activities covering following domains;

- Major and minor projects
- Publication of research papers in accordance with latest guidelines of UGC and or such governing bodies which might come into existence in the years to come
- Organization of Workshops/Seminars/ Conferences of different magnitude of national and international level

Sports: To optimally utilize potential the youth, the college envisions having healthy bodies, alert minds and spiritually elevated. For that the following action plan is in the offing;

- Development of grassy playground at initial stage and then developing synthetic tracks in it.
- Hiring coaches of different sport and help producing national and international level sportspersons.
- Promotion of sports culture in the college

Yoga and Meditation: College being surrounded by tea gardens and high mountains provides ecosystem for Yoga and Meditation. Therefore, the college aspires to develop Yoga and Meditation Centre in the campus.

Co-Curricular Activities: The college envisions to promote dance & music, theater & drama, poetics & debates and declamations etc.

It calls for strengthening of College Alumni Association, engagement of PTA, vibrant participation of college clubs and societies and generation of funds by introducing more self-financing courses.

The college is live to the fact that intellectual, physical and spiritual dimensions cannot be divorced from each other as these constitute union of trinity.

Mission

The SCVB Palampur has embarked on with missionary zeal to produce healthy minds equipped with latest knowhow and knowledge. Beginning its humble journey with a few students getting migrated from the surrounding colleges in 1995, today the college has about four thousand pursuing their regular studies. The Government of Himachal Pradesh opened 5 more degree colleges within the circumference of 30 kilometers during yester years. Faculties of Arts, Commerce and Science are functional opened after 1995. Nevertheless, SCVB College, Palampur kept on enhancing its strength of students, which in itself is a vindication of the services and quality being rendered through the functioning of the college.

Observing market demand to have employable youth, the college started self-financing courses in Bachelor of Business Administration and Bachelor of Computer Application in 2009 with the permission of the Government and approval of HP University, Shimla. The add-on courses in Mass Communication & Journalism and Tours & Travels are also being run for the benefit of students. Besides, one P.G. in Economics is functional to cater to the needs of higher studies.

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The college has a MISSION for which the foundations have already been laid. The mission is to serve the people of the area more voraciously than it has been done so far. The mission is poetically charming like "woods are lovely, dark and deep/ but I { the college } have promises to keep; miles to before I { the college } sleep," It is endeavored to involve maximum number of students in diverse activities being organized in the college or by other institutions at different fora and to mobilize human, financial, natural and other resources. In order to ensure all round development of personality of students the college solicits contribution of experts of the domains from time to time

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Facilitation of all around development of personality of students, the college provides them platforms to participate in Quiz, Debate, Essay-writing, Poetic Recitation, Dance, Drama, Mine-Mymcree , Painting, Photography, Singing, Athletic and all Major Sports, Yoga, Martial Arts, NSS, NCC and Rover and Ranger through Health Club, Red-Ribbon Club, Martial Arts Club, Environmental Club and Multiple Committee. The College has highly educated about four dozen faculty members who pursue Academic Activities adhering to guidelines of UGC, Himachal Pradesh University, Shimla and Himachal Pradesh Government to achieve Academic Excellence enabling students to become repository of knowledge and wisdom. Classes are taken in earmarked classrooms strictly in accordance with time table formulated in the beginning of Academic Session. The office headed by Superintendent functions through two and half dozen Non-teaching staff and caters to multiplicity of college activities using latest windows and retrieving information using internet. The college has already embarked on Fit College Movement, Plastic free College Campus.

Institutional Weakness

High number of student has to be accommodated in class rooms as geometric progression of admission seekers has adversely affected teachers-taught ratio. Significant number of vacant teaching and non-teaching posts and frequent transfers of teachers and lack of adequate infrastructure stands in way to accomplish achieving of institutional development opportunities.

Institutional Opportunity

The College has already masters in Hindi and Chemistry in the offing. Besides couples of add-on Post Graduate courses are likely to be started which would offer students to have master degrees and skill enhancement from this college so that the students don't have to migrate to distantly located educational institutions. A four storied under construction college building and being developed Auditorium and Multipurpose Hall, Open Air Gym and Playground are likely herald in a new era of institutional development of this college.

Institutional Challenge

Engagement of more faculty members to run more Post Graduate, Job Placement are immediately challenges to channelize energies of students however growing allurement among youth towards drugs and lassoers no of jobs opportunities are the areas to be dealt with evolving various mechanism.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

In order to ensure quality in academics and related activities, the performance of the student is regularly monitored through class tests assignments, in-house exams and specially designed activities like discussions and quizzes. The growth and development of the faculty is ensured by facilitating their participation on workshops, seminars and training Programmes.

Acquisition of latest information and skills in their respective disciplines by the teachers helps to improve the quality of classroom instruction. The students are also offered remedial advice and support on the basis of their performance in various tests.

The institution ensure active internalized of tits best practices through the support and co-operation of the staff members, student bodies and the PTA as enumerated under various heads above.

The institution has endeavored to enhance the quality of the students not only through academics but also by facilitating their participation in different sports, cultural and community extension activities at the state and national levels.

The students from socially and economically backward sections of the society and differently able students are provided fee-concessions and scholarships to accord them better to college education. They are also provided texts-books on priority from the college library under the Book-Bank scheme.

The bonafide girl students of the state have been exempted from paying tuition fees by the Govt.

The institution has no provision for gender audit gender sensitizing courses.

The college is pre-dominantly a rural college providing quality editions to the local population. The number of tribal students in the college is quite low. They are allowed fee-concession/scholarship as per norms.

The data for incremental academic growth of the students from the disadvantaged sections is presently not available. There is no mechanism for promoting social justice available with the college. However, the college does not make any discrimination among its students on the basis of their social background.

Teaching-learning and Evaluation

The College ensures publicity of the admission process through its prospectus. A general notification pertaining

to the dates of admission is issued in the newspaper by the Education Department /H.P University. The college also issues a similar notification in the local newspaper.

The admission to various courses is made on the basis of a minimum eligibility criterion approved by the college and laid down in the college prospectus.

The college has devised a mechanism for ensuring that all admission are made according to the prescribed norms. The admission forms of the students are scrutinized and verified by the admission committee and the senior tutors of the college and then approved by the Principal. Admission cases involving technical discrepancies, including late admission, if any, and overage candidates, are referred to the Vice Chancellor for approval.

Academic calender, Teaching plan and Evaluation: The college follows the academic calender issued by the state Education Dept./ H.P University. A general as well as teacher/subject-wise time table is devised according to the prescribed work load in different courses/subjects including practical demonstrations wherever required.

The teaching-learning method is a composite of lectures, discussions, workshops/practical demonstration and seminars to make teaching more effective, lively and productive for both the teacher and the taught.

The students are exposed to the new, technology-aided resources of learning. This includes accessing information through the use of the internet and audio-video material.

The selection of the teachers serving in the college is made by the Himachal Pradesh Public Service Commission on the basis of the recommendations of the UGC and the Govt. of H.P. as issued from time to time.

The evaluation methods are communicated to the students through the college prospects, by displaying notices on the college notice board and through first-hand information to the students by the teachers/Principal.

Best Practices in the Teaching-learning process primarily comprise making classroom teaching student-centric.

All the teachers of the college have reported improvement in the performance of the students through the practice of such measures in the feedback obtained from them.

Research, Innovations and Extension

SCVB Government College Palampur is focused on research work undertaken by faculty in science and humanities. Our college aims to improve the competitiveness of research. This involves strengthening and intensifying development of the research system along with strengthening networking within the research system. We have well equipped labs to conduct the science practicals with advance instrumentation. We have also deepened cooperation with nearby research institutes as well as academia to motivate the young minds for

research, support higher quality, efficiency and performance. We have MoUs with organizations, which are funded by the central government and the state government such as CSIR-Institute of Himalayan Bioresource Technology Palampur, Chaudhary Sarvan Kumar Himachal Pradesh Krishi Vishavvidyalya Palampur, Sai University Palampur, Vivekanand Medical Institute Palampur, Netajee Subhash College of Nursing Palampur etc. For their part, the science and research institutions have pledged to provide training, information about research career options, latest research news, interesting research projects and upcoming events.

The extension activities includes the various plantation drives, cleanliness drives and Rallies to aware the general public.

Infrastructure and Learning Resources

The institution creates and enhances infrastructure to promote good teaching learning environment. The college has about 6258.06 Sq. meter area. The campus has excellent and impressive array of facilities, classrooms (smart class rooms) ,laboratories, computer lab, put together the campus have ample provision for academic and administrative areas, staff residence , hostel, recreational sports facilities, conference hall and library. All the aspects of institution are computerized all offices are are computerized and have LAN and WiFi connectivity.

 The institution has spacious well ventilated classrooms with green and white board, dais and power podium. Put together the campus has ample provision for academic and administrative area: girl's hostel, staff residences, recreational and sports facilities, plantation, conference hall, examination hall, canteen and good library. All offices are computerized and have LAN and Wi-Fi connectivity

Besides this, the college has one main library consisting of reading room, stack room, record cabin and cabin for library staff. The library is centralized and offer access to 7483 Books 205 Reference books, and 11 journals, 18 magazines, and 11 newspaper(Hindi and English). The library has racks to display new arrivals.

The IT structure of the college is equipped with more than 151 computers of which almost 100% computer are internet connected. The smart classrooms and labs are equipped with L.C.D.projector for interactive sessions.

The college has also provided safe drinking water facilities through installation of aqua guards at various places in the campus and in hostel. The college has a botanical garden and two badminton court, one Basket ball ground, Volley ball ground and cricket ground, two Table-tennis table and Kabbadi mat, wrestling mat, weight lifting and weight training, high jump/ pole vault landing pit, and chess boards. The proposal for the approval of college Gym has been already submitted to higher authority.

The library is centralized and offer access to 55100 e-Books and 2100 e-journals. The library has racks to display new arrivals. The arrangements of books and location of books are made easily accessible. The Institution is highly appreciated for scenic beauty and cleanliness.

Student Support and Progression

Every year newly admitted students are apprised of the activities / rules & regulations of the college through student counseling cells as well as faculty counseling cell at the time of admission. The students are encouraged to seek guidance on academic, general or psychological issues, if necessary. The advising process helps the

students to opt. appropriate course of study if they fulfill eligibility criterion of the admission. Senior most faculty member in each department acts as counselor throughout the year to resolve various issues of students which hampers to achieve their educational objective. Besides this students are divided in small groups, which meet their mentors on weekly basis.

The students are encouraged to participate in different technical and other co-curricular events held on college campus or any where else in the country. Students choose N.S.S/N.C.C/ Rover & Rangers / under the guidance of experienced programme officers, who shoulder the responsibility of running these programmes on regular basis.

College publishes its updated prospectus annually.

1. Students participating in various competitions. The Participation in various competitions at local/ state/ national level is routed through the committees, which adequately support the students for such activities.
2. College provides immediate assistance through dispensary being run on the campus.
3. College has fully functional language- lab as well as computer- lab to meet out this objective.
4. Students are encouraged to participate in programmes / Nationwide derives like Swachh Bharat Abhiyan, Fit India Movement etc, at mass/large scale.
5. Various department of the college ensure excursion/Exposure visits to the surrounding areas of institutions .
6. Students are given ample opportunity to grab various scholarships on the basis of academic excellence/ Categories of weaker section /Economic basis.
7. College has Hostel for female students where students of far away places are provided accommodation.
8. College ensures regular bus services to the students time to time through HRTC department of the govt.
9. Committee ensures the Health sanitation and cleanliness in college campus on regular basis.
10. College has updated college website www.gcpalampur.ac.in. The facilitate academic &

administrative activities.

Governance, Leadership and Management

The Head of the Institution is responsible for assigning academic, administrative and extra-curricular work to the faculty at the beginning of every academic session. The head of the institution also asks for statement of progress in respect of various assessments from the faculty periodically to ensure the effective transaction of the teaching-learning processes.

SCVB Govt. College, Palampur is wholly managed by the Department of Education, Govt. of Himachal Pradesh. The Principal acts as the functionary appointed by the state government to manage the administrative and general affairs of the college. The college does not have any autonomy in terms of finance, recruitment of staff etc. which are managed and coordinated by the state government. Only the parent-Teacher Association of the college possesses some autonomy in disbursement of funds collected in the name of the Association for developmental activities of the college,

The perspective institutional plan of the college includes development of academic infrastructural facilities. Academic programmes for the institutional are developed and approved by H.P. University. The curriculum for the self-financed course has been approved by the university. Under infrastructural facilities Arts, Science, Administrative Blocks of the college have already been completed. Proposal for construction of Multi-purpose Auditorium and Sports Stadium have been submitted to the state govt. The State Public Works Dept. Helps the institution in preparing plans and estimates thereof.

The performance assessment of faculty is done on annual basis through the Annual Confidential report of the faculty members. The faculty members are allowed to make self-evaluation of their work in academic, extra-curricular and administrative spheres, serious discrepancies, if any, are pointed out to the faculty by administrative peers.

Part –time/Ad-hoc faculty is appointed on the recommendation and approval of the Parent Teacher's Association. Payment on honorarium to part-time faculty is also made on the recommendation of the PTA which is normally on the basic of per-period/class taught.

Institutional Values and Best Practices

We at SCVB Govt. College Strictly adhere to the following institutional values:-

1. Integrity: Everyone here act with integrity.

2. Respect: We respect and honour the dignity of each person.

3. Responsibility: We act responsibly and hold ourselves accountable for our decisions, actions and their consequences.

4. Excellence: We strive for excellence in all our endeavors as individuals and an institution.

5. Community: We work together for the betterment and upliftment of our college and the community use serve.

Best Practices

1. The use of plastic bags is avoided in the college. Students are being motivated to use jute or cotton bags.

2. The college has been declared as 'No Tobacco Zone'

3. Plantation drives are organized regularly to create clean and green campus. The NCC wings and NSS units of the college take up planting saplings regularly, Subsequent care in taken by the gardener of the institution.

4. Paper waste is sold off to vendors who send it for recycling.

5. Fire extinguishers are strategically placed at multiple location.

6. CCTV is installed at strategic locations in the campus and college girls'hostel. Monitoring unit is housed in the principal office to get a quick review of the activities at different locations..

7. Students feedback about teacher performance and follow on action implemented.

8. Suggestion box has been placed to have continuous feedback from students for improvement.

9. NSS and NCC of this institution have been very active in maintaining objective of **Swachat Bharat Abhian**.

10. NCC wing of this institution has a distinct place as special training camps are being conducted for the cadets by NCC officers and as a result 31 cadets have got selected in either police or defence forces in five years besides06 cadets attended RDC and 01 cadets attended TSC at New Delhi.

11. **IQAC** (Internal Quality Assurance Cell), Grievance cell for woman, Career Guidance Cell and Anti-Drug Cell have been established in the institution.

12. The institute also has renewable sources of energy as solar light, LED bulbs etc.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHAHEED CAPTAIN VIKRAM BATRA GOVERNMENT COLLEGE
Address	Shaheed Captain Vikram Batra Government College Palampur , Tehsil Palampur, District Kangra Himachal Pradesh 176061
City	PALAMPUR DISTRICT KANGRA HIMACHAL PRADESH
State	Himachal pradesh
Pin	176061
Website	www.gcpalampur.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Sujit Surroch	941-8043690	9418046944	1894-235973	gcpalampur@gmail.com
Associate Professor	Neena Sharma	941-8165655	9418165655	1894-235973	neenasra009@gmail.com

Status of the Institution	
Institution Status	Government and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	01-01-1995

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Himachal pradesh	Himachal Pradesh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	29-09-2009	View Document
12B of UGC	29-09-2009	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Shaheed Captain Vikram Batra Government College Palampur , Tehsil Palampur, District Kangra Himachal Pradesh 176061	Rural	24	6258.06

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,English	36	Twelth Standard	English	240	65
UG	BA,History	36	Twelth standard	English,Hindi	420	244
UG	BA,Political Science	36	Twelth standard	English,Hindi	420	278
UG	BA,Hindi	36	Twelth Standard	Hindi	420	308
UG	BA,Economics	36	Twelth Standard	English,Hindi	240	157
UG	BA,Sociology	36	Twelth standard	English,Hindi	240	185
UG	BA,Public Admin	36	Twelth standard	English,Hindi	240	68
UG	BA,Music Instrument	36	twelth standard	English,Hindi	120	4
UG	BA,Music Vocal	36	twelth standard	English,Hindi	120	11
UG	BA,Sanskrit	36	twelth standard	English,Hindi	240	21
UG	BA,Geogoraphy	36	twelth standard	English,Hindi	240	135

UG	BA,Physical Education	36	twelth standard	English,Hindi	240	0
UG	BSc,Maths	36	twelth standard	English	420	369
UG	BA,Maths	36	twelth standard	English	240	8
UG	BSc,Chemistry	36	twelth standard	English	420	223
UG	BSc,Physics	36	twelth standard	English	420	298
UG	BSc,Zoology	36	twelth standard	English	420	183
UG	BSc,Botany	36	twelth standard	English	420	169
UG	BCom,Commerce	36	tewlth standard	English,Hindi	840	578
UG	BA,Journalism Mass Communication	36	twelth standard	English,Hindi	240	45
UG	BSc,Computer Application	36	twelth standard	English	240	65
UG	BA,Education	36	twelth standard	English,Hindi	240	12
UG	BBA,Bba	36	twelth standard	English	180	179
UG	BCA,Bca	36	twelth standard	English	180	176

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				48
Recruited	0	0	0	0	0	0	0	0	47	0	0	47
Yet to Recruit				0				0				1
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				10
Recruited	0	0	0	0	0	0	0	0	3	7	0	10
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				18
Recruited	6	6	0	12
Yet to Recruit				6
Sanctioned by the Management/Society or Other Authorized Bodies				16
Recruited	11	5	0	16
Yet to Recruit				0

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Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	2	1	0	3
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	9	2	0	7	5	0	23
M.Phil.	0	0	0	0	2	0	14	10	0	26
PG	0	0	0	9	4	0	21	15	0	49

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	0	10	0	10

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	4	3	0	7

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1523	0	0	0	1523
	Female	1862	0	0	0	1862
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	420	455	489	423
	Female	493	551	565	500
	Others	0	0	0	0
ST	Male	203	246	294	250
	Female	251	300	330	305
	Others	0	0	0	0
OBC	Male	343	445	361	314
	Female	522	547	435	378
	Others	0	0	0	0
General	Male	539	614	748	713
	Female	562	636	792	756
	Others	0	0	0	0
Others	Male	18	0	0	0
	Female	34	0	0	0
	Others	0	0	0	0
Total		3385	3794	4014	3639

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 23

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
7	7	7	7	7

3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3794	4014	3639	3115	2646

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1878	1987	1802	1542	1309

File Description	Document
Institutional Data in Prescribed Format	[View Document]

Number of outgoing / final year students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1109	952	782	736	604

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
49	49	47	49	49

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
67	67	65	67	67

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 25

Number of computers

Response: 2

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
139.3	203.3	387.6	224.9	175.02

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4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

This college has in place mechanisms to make it sure that curriculum of each subject is completed by faculty in a planned manner.The curriculum is designed by Himachal Pradesh University with the effective participation of college teachers as member/ Chairman Board of studies.The institute follows the academic calender as per instructions.

Time table is the only instrument to execute and expedite successful completion of curricula.

For this purpose, class tests and midterm examinations are conducted after 40% and 70% of the syllabi is completed respectively. Each subject is completed strictly in accordance with the guidelines issued by the HP University Shimla to which this college is affiliated. Marks scored in such internal exams and seminars conducted/assignments taken, of the topics being part of the curricula, prepared by students are added as Internal assessment and record to this effect is maintained.

Students are taken to library by the concerned teachers to equip them with the skill of consulting miscellaneous study material and learn referencing etc.

The teachers of science faculty plan field visits for the practical study of the subjects. Exhibitions are also a major part of their curricula. Workshops, seminars and lectures of eminent personalities benefit all the students belonging to all the faculties.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 3

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	03	0	0

27-12-2019 02:47:52

File Description	Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 6.17

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	01	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 26.09

1.2.1.1 How many new courses are introduced within the last five years

Response: 6

File Description	Document
Details of the new courses introduced	View Document
Any additional information	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 7

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.03

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	6	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The college integrates cross-cutting issues as described below;

Gender: As matter of practice the college invites lectures from experts of the domain on vast range of topics viz. 'Women Empowerment', *'Beti Bachao Beti Parhao',* 'Human Rights', 'Domestic Violence' etc.

Grievances Redressal Cell for Women: The Cell comprising of a Convener and about a half dozen of females members vibrantly redresses the grievances of women including faculty members, non-teaching staff and girl students coming forth. The women cell is capable of dealing the cases very confidently with its team.

 Anti- Ragging Committee: As per the guidelines of UGC and HP University, an Anti- Ragging Committee has been constituted to handle the issues pertaining to ragging. The names of the committee members along with their mobile numbers are displayed at different places in the institution. Any student

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can lodge a complaint without disclosing his/her identity in case of any in convenient incident.

Rights and Duties: The college conducts various programmes on Human Rights to provide awareness amongst student by organising Blood Donation camps,· Voter awareness programme, Swachh Bharat Abhiyan, Tree Plantation, Health Awareness Programmes etc.These issues are handled by various committees constituted for smooth functioning of the college.

Discipline Committee: This committee plays a pivotal role in the maintenance of discipline of the whole campus. In day to day functioning of the college as well as on any special occasion, or any programmes, this committee ensure the decorum of the institution by maintaining strict discipline in the campus.

Environment Club: The club conducts activities at regular intervals to make college campus eco-friendly and conducive to pursue academic and co-curricular activities. A beautiful campus adds an asthetic sense amongst our students.

Human Values: Observance of cultural standards by students and staff and adherence to professional ethics by the staff members is given top priority in the college.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 2.64

1.3.3.1 Number of students undertaking field projects or internships

Response: 100

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E.None of the above

File Description	Document
Any additional information	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.02

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	01	0	01	01

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 127.86

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3096	3239	2980	2658	2162

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2680	2520	2520	1740	1740

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 87.11

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1846	1699	1511	1184	1193

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Learning levels of the students after admission is assessed by the college and college organises special programs for advanced learners and slow learners. College has streamlined a mechanism for continuous monitoring and evaluation of the students. The learning levels of the students enrolled in all the streams is assessed in two ways at the time of the commencement of the programme and are assessed as slow and advanced learners based on their +2 marks and the class tests ,response in Class ,conducted by each department. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. All the staff members maintain good relation with students and deal with their problems in a gentle manner. The tutors of the respective classes extend valid support in classifying the students with reports based on observation and class tests. Special sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students. Slow learners who are not able to manage with the teaching in regular classes, are assisted through clarification of their doubts, revising important concepts and extra assignments to strengthen their learning. All the faculty members are engaged in the tutorials. Remedial classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peer,

 Bilingual (English and Hindi) explanation and discussions are imparted to the slow learners after the class hours for better understanding. Assignment and Student Seminars on some important topics of subject are conducted on regular basis. Students representing the college in various inter-collegiate meets are provided with the benefit of retest. Participation by the students in the in-house competitions such as Debate, Group Discussion, Problem Solving – Decision Making Exercises and Quiz Programmes are also encouraged. Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions in the H P University inter college competitions.

2.2.2 Student - Full time teacher ratio

Response: 76.65

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

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

Response:

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. Faculty members of SCVB Govt. College believe in the adoption of student centric methods such as role plays, discussions, debates, laboratory experimental learning, mini projects and case studies,exhibitions,Field trips,Visits to enhance student involvement as a part of participative learning and problem solving methodology. Role play helps our students to learn and try out the experience in a play style. Discussions in many of the subjects makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge. Debates are followed in many of the subjects where students are required to come with different opinions. Theoretical concepts are always explained with the help of practical knowledge. Students are exposed to all the laboratories facilities in the subjects like Physics, Chemistry, Botany, Zoology, Geography and Computer Applications. Students of English department are given access to the Language lab where they can improve their phonetic skills.

Internship Exposure/Excelsior Visits:

An internship is the best way to translate the class room knowledge into practice. Besides this exposure/ excelsior visits provide opportunity to gain experience, learn new skills and earn real experience.

It helps a student to:

- Expand the knowledge and understanding of fields.
- To contact people/ administrators working in various fields.
- Gain firsthand experience.

Guest Lectures, Seminar & Workshops:

Time to time Guest Lectures, Seminar and Workshops are organized by the institution, which helps the

students to polish their skills in managing organizing events.

Exhibitions:

The participative learning can be adopted at institution-based practice through conducting student exhibitions refers to projects, presentations or products through which students Ëxhibit" what they have learned. An exhibition is typically both a learning experience in itself and a means of evaluating academic progress and achievement.

Competitions:

Competitions play a role in motivating students to perform and excel and offer a lot more reward than just the winning prize. Students get a chance to gain substantial experience, show case their skills, analyze and evaluate the outcomes and uncover personal aptitude.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 0

2.3.2.1 Number of teachers using ICT

File Description	Document
List of teachers (using ICT for teaching)	[View Document](#)

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 197.68

2.3.3.1 Number of mentors

Response: 19

2.3.4 Innovation and creativity in teaching-learning

Response:

 College has taken many steps to improvise the Teaching – Learning environment into student friendly learning. IT lab is providing students an access to Internet and all e – resources. College library has an access to many international journals & publications through Inflibnet. Many faculty members use Power point presentations to deliver lectures on important topics, some use models such as ball and stick model in chemistry,working models in Physics,various competions in language subjects are organised are used to improve teaching-learning process. Students scoring less than 60% are regularly monitored by class tests conducted after the end of every section. Marks obtained in Seminars, assignments and Mid Term examinations form the basis of internal assessment. IQAC takes the Feedback from the students at the end of the course and IQAC then analyse the feedback forms and take the necessary decisions to improve the

outcome. Feedback of outgoing students is also taken when they are leaving the institution. Students are continuously evaluated both in theory and practicals. Seminars and Guest Lectures are conducted to improve the learning of the students. All these activities are monitored by IQAC of the college with the help of Principal.Creative Skills are not just about good idea, they are about having the skills to make good ideas happen. These should include following major areas essentially.

- Imagination
- Being Disciplined Or Self Motivated
- Resiliency
- Collaboration
- Giving responsibility to the students

Keeping in view the objectives mentioned above our college made all efforts to include the element of Innovation & creativity in teaching – learning.Students are given opportunity to ask questions during counselling sessions, tutorial groups and in class rooms related to their emotional, social and academic growth.Learning by doing and experiencing is the prime motto, the institue provide ample opportunities to the students like making models,creative writing, organizing events ,so that learning gets infused in mind and soul easily.Assignment in all the subjects is compulsory component for comprehensive & continuous evaluation and gives ample chance to every student to use their innovative and creative skills freely.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 72.08

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 26.74

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	7	12	11	23

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	[View Document](#)

2.4.3 Teaching experience per full time teacher in number of years

Response: 10.92

2.4.3.1 Total experience of full-time teachers

Response: 535

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 4.12

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	01	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters (scanned or soft copy)	[View Document](#)

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 1.81

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	02	02	01	01

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Reforms in Continuous Internal Evaluation (CIE) system at the institutional level College follow the assessment procedure as per the norms of the H P university, Shimla and conduct mid term examinations of each course in each subject as per the question paper style provided by the Board of studies of that subject. Marks of Mid term examination, marks for class Attendance and marks of assignment /seminar together constitute the marks for internal assessment which are 30. marks for end term examination or annual examinations are 50 for practical subjects and 70 for non-practical subjects. End semester examination or annual examinations is conducted by the H P University. In addition to the mid examinations we do conduct assignments & class tests as a part of continuous internal evaluation. The assignments and class tests differ for both the quick learners and slow learners. 20 marks are kept for practicals in practical subjects. E- resources and other lectures techniques are used to support the class room teaching. Comprehensive individual assignments are practiced and students need to present the assignment before submission. Students are encouraged to give Seminars. Debates, declamations, quiz contests are organized regularly on different occasions to spot out the hidden talent of the students. All these activities improved the understanding of students in these domains and help in over all development of students, improved results and pass percentage, improved placements and opting for higher studies.

Reforms in continuous in internal evaluation form an integral part of teaching and learning process. As a part of sound educational strategy, the following reforms are in force in the institution.

1.   The Orientation programmers are organized at the beginning of the semester through public address system of the college.

2.   Performance of students in monitored and report cards are sent to parents.

3.   Remedial classes are conducted for the slow learners, absentees and students who participate in NCC, Sports, NSS and other activities.

4.   Students are made aware of the evaluation process through the following initiatives:

(i) Teaching plan containing evaluation procedure.

(ii) Tutorial meetings.

5.   Internal examinations are conducted at regular intervals.

6.   Comprehensive continuous evaluation system also helps to enable teacher to know whether the learner is progressing or not.

7.   Separate section is created for students who fail in universally examination so-that-they complete their syllabus owing to late declaration of results.

8.   Interactive boards have been installed in some of the class rooms for teaching students through multimedia.

9.	The process for keeping centralized record of internal assessment is in progress so that in case of transfer of teacher to other institution the problems of students, if any, may be redressed.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Mechanism of internal assessment is transparent and robust in terms of frequency and variety Internal assessment in college is so transparent that every student has an idea about the standard internal evaluation process of the theory & practical subjects. College being affiliated to H P university follow the pattern of evaluation (RUSA/CBCS) as per the norms of H P university. Practical Awards and Marks for Internal assessment are displayed in the departmental notice boards. Re – Tests are conducted for weak students improvise their marks if they have scored low. Heads of the departments are fully empowered to suggest the re-assessment of the total marks by the approval of department committee. All such modifications will be displayed in the department notice boards for student reference. The college prepares an Academic Calendar in line with university calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. Then the College organizes orientation programs to the students to make them acquainted with the rules and regulations of the affiliating university, examinations, evaluation process, extra-curricular activities etc..Mechanism to deal with examination related grievances and internal assessment is transparent, time bound and efficient. Each teacher of the institution has own ID and Password for posting marks for internal assessment. The record is kept by the concerned teacher and displayed on the notice for the information of students. The teachers discuss questions while teaching in the class and prepare questions on the prescribed topic. The set possible questions in the internal assessment examination as per the university examination seminars pattern to prepare them for final university examination assignment are given to students and smart class rooms are used for teaching by various departments. Seminars presentations are done by students in smart class rooms. Record of attendance is maintained by teachers and the marks for attendance are given to the students as per Himachal Pradesh University norms. The process adopted by the teacher is very transparent, comprehensive and open to the students. The process is on for keeping centralizedlized record of internal assessment with college Examination Committee because in case of transfer of teacher inconvenient if occurred to student may be redressed.

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

Response:

Mechanism to deal with examination related grievances is transparent, time-bound and efficient Examination related grievances are handled by the student mentor to make it time bound & transparent. Mid exam answer scripts are distributed to the students as regard to total checking and for clarifications if any. The marks awarded for the mid exams which constitute the internal assessment component are displayed on the departmental notice boards. College examinations committee maintains and verify the record by cross checking the statement of marks as submitted by the respective faculty member of the

department. Any discrepancy in marking , in evaluation or any other doubt of student is removed by first his subject teacher. if student is not satisfied he can approach controller of examinations or principal for the clarifications related to internal marks, midterm's marks & other if any. If they come across any doubts, clarification is given which enables them to improve themselves. By adopting the criteria as per the direction of affiliating Himachal Pradesh University, Shimla, complete transparency is maintained in internal assessment test. After preparing the assessment report it is shown to the students, if any grievances is there it can be resolved immediately on notice boards and each teacher has his own ID with Himachal Pradesh University and teacher from their own Id uploaded the internal assessment online and the record is maintained by teacher themselves.

All such issues are sorted out in time bound manner.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Examination is the way to express real knowledge and ability in the written form. We at Shaheed Captain Vikram Batra Government College strictly adhere to the academic calendar of Himachal Pradesh University. Institution has its own calendar for class tests, unit tests and midterm examination besides seminars, assignments of quiz or concerned subjects as above mentioned each component has its score as per university.The institution adheres to the academic calendar for the conduct of CIE The committee consisting of Principal and Controller of Examinations prepare the academic calendar well in advance before the commencement of the semester/session. The calendar outlines the semester class work schedule, internal examination schedule and external examination schedule. The faculty members of the concerned department gather the lists of courses for the coming semester. The head of the department finalizes the course allocation for the faculty members based on their choice and area of interest or expertise. The faculty members are prepares the lesson plan before the commencement of semester, indicating the topics to be covered lecture wise including the evaluation process for each subject and it is duly reviewed by the one of the senior faculty in the department and approved by the head of the department. It is then, made available to the students. Timetable committee of the college prepares the timetable of each faculty(Science , commerce and Arts and BBA, BCA and MA) for the number of credit hours for each subject prior to the commencement of the semester. Time-table is then displayed in the respective departmental notice boards by their Head of the Departments after distributing it among the faculty members in the department. The performance of the students is assessed on a continuous basis by conducting mid term exams as per the H P University norms per semester/session. In addition to the tests, assignments, seminars and assignments are also the part of Continuous Internal Evaluation. The evaluated answer books are returned to the students and an opportunity is given to the students to discuss the evaluation with the teacher. The teacher rectifies any error on the spot, if any. Finally the Internal Assessment is carried out for 30 marks.To ensure proper conduct of house test two invigilators are assigned to each room depends upon strength if the students. One internal assessment test is given during each semester seating plan is followed even for internal assessment test and it is displayed on the notice board. After examination of internal assessment answer scripts, the scripts are given to the students to have an idea of their performance in the test.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The assessment tools and processes used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are as mentioned below: Method of assessment of POs / PSOs

The program outcomes and Program Specific outcomes are assessed with the help of course outcomes of the relevant courses through direct method. Direct method is provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped to specific problems on University Examination, internal exams and home assignment. Throughout the semester the faculty records the performance of each student on each course outcome. Average attainment in direct method = University Examination (70%) +Internal assessment (30%) .

 The tools used for the assessment of POs/PSOs and their frequency are:

1. End Semester University Examination - At the end of each semester/year university conducts examinations based on the result published by university the course outcomes are measured based on the course attainment level fixed by the program Direct End of each semester

 2. Assignment Assignments are given at the end of each module. The assignments are provided to students, such that students will refer the text books and good reference books to find out the answers and understand the expected objective of the given problem. According to the performance of the student in answering each question, mapping is carried out with the respective COs for assessing the attainment level of the specific CO of the subject.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The method of measuring attainment of POs, PSOs and COs and the level of attainment of POs, PSOs and COs for a course from the Sixth semester common subject is taken as an example. BA/ B.SC/ B.ComPROGRAMME

OBJECTIVE

1. To equip the students with requisite knowledge, skills & right attitude necessary to provide effective leadership in a global environment.

2. To develop competent in all professionals attitude with strong ethical values, capable of assuming a pivotal role in various sectors of the Indian Economy & Society, aligned with the national priorities.

3. To develop proactive thinking so as to perform effectively in the dynamic socio-economic and Humanist ecosystem.

BA/BSC/BCOM PROGRAMME OUTCOMES (POs)

Graduates of the BA/BSC/BCOM will be able to:

1. Demonstrate knowledge to common people and Civil Societies including its multiple functional disciplines

2. Apply theoretical concepts in identifying and solving critical social and human problems

3. Perform effectively, efficiently and ethically in diverse sectors of society

4. Exhibit entrepreneurial skills for developing business, economy and society and piece in society.

COURSE OUTCOME ASSESSMENT METHODOLOGY

The institute is affiliated to Himachal Pradesh University Shimla which has provided the syllabus for the BA/BSC/BCOM programme and the objectives of each course is given by the university.

To attain the course outcomes for the course/subject, the faculty Members use various Direct or Indirect tools.

Faculty has to assess the CO and PO attainment using some direct and indirect methods, where a lot of clerical actions get involved. The process of attainment of COs, POs and PSOs starts from writing appropriate COs for each course in the Three-year under graduate degree program

The course outcomes are written by the respective faculty member using action verbs of learning levels. Then, a correlation is established between COs and POs and COs and PSOs.

A COs-POs is prepared in this regard for all courses Managing for Sustainability Course Objectives:-

1. Apply general ethical principles to particular cases or practices in social values.

2. Think independently and rationally about contemporary moral problems.

3. Recognize the complexity of problems in practical ethics.

4. Demonstrate how general concepts of governance apply in a given situation or given circumstances.

Course Outcomes:-

Students would be able to:-

1. Understand the value of Humanity towards the sustainable development.

2. Know the importance of sustainable development with respect to various stakeholders.

3. Apply the concept of sustainable development and various models in various Social Problems.

4. Relate the theories to the current situation and carry out the best practice towards Development.

2.6.3 Average pass percentage of Students

Response: 27.05

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 300

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1109

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.32

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 1

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	1	0	0	0

File Description	Document
List of project and grant details	[View Document](View%20Document)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 01

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 240

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Creation and transfer of the knowledge is the prime aim of the educational institutions. We have tried our best to make our institution an ecosystem of innovation, learning and exchange of knowledge.

Our institution is privileged to have a diligent and qualified staff that is always ready to contribute their

services to create an environment of learning and innovation.

In our college we have a library, well maintained by our efficient librarian. This library is centralized and offer access to 55100 e-Books and 2100 e-journals. Library has a good seating capacity and is well equipped with 7483 books, 205 Reference- Books, 11 journals and 18 magazines. Process of issuing and returning of books is easy and convenient.

Various faculties of our college organize workshops on varied themes where students take part in active discussion and learn by practically doing the things. Here teachers and students learn and share their knowledge and experience. Different departments of our college organize exhibitions also. These exhibitions provide scope for innovations on part of students and teachers.

There are many functional and active committees in our college which From time to time organize seminars and lectures. Some eminent personalities having plethora of knowledge in their respective fields are invited to share their knowledge with our students and staff.

According to Edgar Dales Cone of Experience maximum learning is obtained through Direct Purposeful Experience. To fulfil this aspect of learning our college organizes regular field visits and visits to various institutions. Taking one step ahead our institution has signed MOU's with surrounding reputed institutions like Council of Scientific &Industrial Research (CSIR), Institute of Himalayan Bioresource Technology (IHBT), Choudhary Sarwan Kumar Himachal Pradesh Krishi Vishvavidyalya (CSKHPKV), Sri Sai University and Viivekananda Medical College.

Our college is surrounded by beautiful chir pine forest which is adding in its beautiful landscaping along with mighty Dhouladhar range. Our college has a campus beautification committee which regularly organize cleanliness and plantation drives which motivate students to keep their surrounding clean and make them aware of hazards of pollution. Our college is glorified with the presence of a beautiful botanical garden maintained by department of Botany. Such kind of activities develops a sense of responsibility and cooperation among the students. Our students play a role of our ambassadors who spread their learned knowledge in the community

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-

Academia Innovative practices year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	[View Document]

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document]

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.03

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	03	0	0	04

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document]

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.06

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	03	0

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Our college is actively including its social surrounding in its various activities. College has many social service schemes like National Service Scheme, Rovers and Rangers, Red Ribbon Club .These bodies are efficiently working within the college and taking up many activities which include community sensitization. Under supervision of in -charges these bodies undertake cleanliness campaigns which include cleaning of the college campus, streets, water bodies and village.

Drug menace is a big Problem among youth. Our College is well aware of this problem and keeping this in view we have constituted an anti Drug Committee. Members of this committee regularly inspect areas surrounding the college and hostel. This committee from time to time organize lectures from various eminent personalities to educate students about the ill effects of drugs. Under supervision of in- charges regular rally's by NSS, Red Ribbon Club and ROVERS and Rangers team along with students from various faculties spread awareness in the community about drug abuse and menace. Students aware and sensitize general public by slogans and posters about many sensitive issues like Human Rights, Women Empowerment, Human Trafficking, Evil of Dowry etc.

Self employment, ways and means of skill development through invited lectures and interactive sessions with experts of domains for holistic development activities spanning into days and weeks are organized to make students health conscious physically strong capable of self-defense mentally alert and optimally elevated with emphasis on all round development of personality, students are provided multiple platforms.

These bodies also organize various camps which can be of varied durations like 3 days, one week or a fortnight. During this time students of National Service scheme , Rovers and Rangers stays in the college and takes up various community services on daily basis like cleanliness and plantation drive in the community as well as in the college campus.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 2

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)

3.4.3 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 last five years

Response: 22

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
12	04	02	02	02

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 4.94

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-

Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
176	297	153	113	128

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document]

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 2

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	02	00	00	00

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document]

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 3

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2018-19	2017-18	2016-17	2015-16	2014-15
03	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Yes, the institution has adequate fucilities for teaching & learning process as discussed below:-

1) Lecture Halls:- The college has 6 lecture halls with almost seating capacity of 120 students. Alongwith this insitiute is having 17 class rooms in which 6 class rooms are smart class rooms.

2) Laborataries:- The college has , Physics, Chemistry , Zoology, Bootany lab with molecular biology facilities. Geography, Maths, BCA & IT Lab. All are well equipped and some of them are also used as Smart-class room in Teaching- Learning process. The institution believes in learing gy doing methods Hence speaial emphasis is given on hands on session.

3) Computer Lab:- The Institute has three computer lab viz . BCA IT & Maths & computational Physics Lab having 40, 50 & 20 Computer respectvely. All labs are well connected with interned facility & are in networking with the desired softwares.

4) Institute has following computing epuipment;-

a) Office- Advanta s/w

b) IT Lab-Tally, MS Office, Libra Office& Pythan Software

c) BCA lab- C++, MS Office, Page Maker, Photo Shop ,Visual Basic& HTML

d) Maths & Computationan Physics Labs -C++, FORTRAN, MS Office, GNU Plot, Latex ect

e) Library :- The Colege Library is RFID enable having following software:-

1.SOUL

2. n-List etc.

3. A language lab has been established with the purpose to facilitate enthusiastic students who want to Excel in communication skills. The software comprises of LSRW i.e. Listening, Speaking, Reading,and writing.

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

Response:

Yes the institute has almost adequate facilitie for sports, games (indoor& outdoor) etc. discused below:-

1)**. Sports**:- As the college playground is under construction,the institute uses the HPKVV university ground for trial & practice purposes.We also did some practice sessions in our own ground . The college organized its annual athletic meet in the same playground. Our sports persons constantly bring glory and fame to the institute as well as to the state by constant practices and trials made on this ground.

Games (Outdoor):- The institue has Basketball & Badmintan Court etc. for outdoor games.

Games(Indoor):- The college has Tai-kwan-do, Judo, & wrestling Court, Table tannis and a Chess area. Maximum sports related facilities are also available in the college. Practice sessions are organized from time-to -time here.

Yoga Centre:- Today yoga is the need of time ,therefore, the institute also has its Yoga committee which organizes workshops and traning sessions for the students & faculty under the able guidance of our worthy Principal. The meditation is also under the priority list of the college to enhance the mental and spiritual growth of students and the staff.

Cultural activities:- The institute has ample space for cultural activities as it has big court with stage and a multipurpose hall where various cultural activites are being organized from time to time.

Gymnasium:- The institute has well established gymanisium with all necessary excercising machines and equipments.

Dispensary:- The institute is also running a health Centre to meet day to day health issues.

Child care Centre:- The institue is also starting a child care centre.

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

Response: 64

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 16

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation

during the last five years.

Response: 16.34

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
25	50	105	27.17	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The instiue is using Integrated Library Managment System in the library.

Library is the richest and the most important source of knowlege and learning in an educational insitution. The college has a well furnished library.. The library is centralized and offer access to 7483 Books 205 Reference books, and 11 journals, 18 magazines, and 11newspaper(Hindi and English). . Installation of SOUL 2.0, a library software for library automation, is in process. E-System, with the help of NME project, has been working sucessfully which helps to explore the world with kunowledge resources in form of e- books, e-journals and open education resources.

The Library management Software is Soul 2.0 (Software of College Libraries) of INFLIBNET. The various house keeping activities of the Library such as data entry issue and return and renewal of books, members login etc. are done through the Software. We use Soul Software version 2.0 integrated Library Management Software developed by the information and Library network for computerization and in-house operations of the Library. For quality services various library services such as Online Public Access Catalogue (OPAC) circulation etc are computerized. Searching and retrieving of books made easier and speedier through online Public access catelogue. The library has been upgraded to include bar-code technology for a speedy circulation of the books. All the books as well as library membership is bar-coded and every member is provided with a membership bar-code by the soul Software. The library management system is equipped with five computers which are being used for server, OPAC terminal, circulation Desk, Login System and for Allied works. The college library provides access to electronic resources through N-List. This service is available to the members of the library. Members can obtain the user ID and password to access the same. The internet facility can be used in the college library to download the information documents for this purpose. e-Books available to the members and can be accessed in the college library. The library staff also renders assistance to search and retrieve information from e-resources. Library holds

career and employment information which is displayed on the notice board. Another service like reprographic service is also provided in the library.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Books are important objects of study as they offer a way to experience the past .The rare Book collection ia diverse collection of collections . Old manuscripts are very important as valuable documents which reveals picture'of a society ,social structure ,habits,culture ,tradition and socioeconomic fabric.

Our college library has procured some copies of manuscripts and rare books for students and scholars across disciplines.

Recently the RFID System is also installed and working successfully with enhanced user services and surveillance. Books have been classified according to Deway Decimal Classification. Computers have been installed to access online reading material.

Library is well equipped with more than 7000 books, which includes curriculum based Text Books and reference books.

College is in the process of procuring more books and manuscripts. Besides this proposal have been submitted to INFLIBNET for e-journals and e-books as any other knowledge resource for library enrichment.

Further more

- Main emphasis is on procuring reference books.
- Book bank is the need of the hour, which may cater to the economically backward students.
- As a future plan more rare books & manuscripts can be accessed through free online resources.
- College is intending to provide single link on its own website using which various e-learning resources can be accessed within country & outside to enrich library of the college.

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<u>View Document</u>

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.76

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.20	1.65	3.24	2.40	1.32

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<u>View Document</u>

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 0.36

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 14

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The IT facilities are being updated regularly in college from time to time since last one and half decade. The IT Lab was setup with 35 computers with Internet facility for college students and staff in the year 2009. The Internet facility in the later stage is also provided in college office under HIMSWAN scheme. In the year 2013 college computer application department developed and implemented college official website for college using .NET technologies. The website is dynamic in nature and it is working fine till now for the last six years. The college became the first college in 2014 in Himachal Pradesh to have a Wi-Fi campus with Wi-Fi facility provided both to college staff and students. The college also implemented "Advanta Rapid Solutions' 'software for managing student's data and admission process. The digital notice board also installed in the college campus for students. The college under NME scheme also implemented twenty VPN Internet connections in various departments with bandwidth of 2 Mbps each connection. Between year 2013 and 2018 more IT infrastructure is developed in the college. The college Library setup computer consoles for students to access library online resources. The Library also has implemented RFID facility almost 4 years ago. Three new Computer Labs namely BCA Lab, Math Lab and Language Lab are also setup in the college with internet connections. More computers are also added to the existing IT Lab. Smart class rooms are established in the college. Two Power Podium and four laptops were purchased to improve work efficiency. In 2019 college improved the internet speed to almost 300 Mbps using Fiber based new internet connections and also has a permanent IP address. College is very keen to improve its IT infrastructure in keeping in mind the future growth and needs. The college has planned to improve the internet connectivity in both wired and wireless modes. The college has planned to improve in campus Wi-Fi access points and extend Wi-Fi facility to Student Hostel, Staff Quarters and new BBA BCA building. The college has also proposal to make college wired LAN available in each nook and corner of the college including each class room. The college in future will also close down all the existing Internet connections and will have a single fiber based connection with at least one Gbps speed. This connection then will be distributed using existing wired LAN and Wi-Fi. The college has also a plan to make the admission process online in near future.

4.3.2 Student - Computer ratio

Response: 24.87

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: <5 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 8.92

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
25.89	0	53.93	27.17	0

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

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.

Response:

Our college has committees which look after the maintenance of college buildings, Hostel, Canteen, laboratories, library, sports complex,college campus, computers and class rooms.

These committees are published in the college prospectus at the beginning of the session for the convenience of everyone. Committees function time to time as per the requirement of the job to be accomplished under the guidance of senior most faculty member who acts as convener of the committee. Members of the committee are accountable to the convener who is the link between Principal and members of committees. Convener keeps periodic checks to ensure the efficiency / working conditions of the infrastructure.

Adequate in – house staff is employed to maintain meticulously hygiene, cleanliness and infrastructure on the campus so as to provide the congenial learning environment. Class rooms, Staff rooms, Conference Hall, Examination Hall, Laboratories and Library etc are cleaned and maintained regularly by Non-teaching staff assigned for each floor. Wash rooms are maintained by out sourcing under supervision of

teaching and non-teaching members of committee. Dustbins are placed at suitable places and waste material so collected is disposed off at suitable place. Full time gardener is employed to maintain the Green cover and Botanical Garden of the campus who is guided by the campus beautification committee.

Apart from annual maintenance contracts, services of electricians and plumbers are sought from out sourcing agencies. Parking facility is well organized,maintained and reviewed time to time. The campus facilities are monitored through surveillance cameras.

Every department maintains a stock register for the equipments available. Proper annual verification of the stock is done regularly.

The non-teaching staff is also trained in maintenance of science and computer equipment.

Approach roads to the campus are maintained with the help of Public Works Department.

Table 4.4.2 Campus Maintenance committees

Sr. No.	Name of staff	Designation	Responsibility	
1	Dr. Sujit Surroch	Principal	Over All	
2	Dr.Neena Sharma	AP(Zoology)	Campus Development/Environm	
3	Sh.Bal Karishan Kapoor	Supdt.	In-charge College Property	
4	Dr.Gagan Jaggi	AP(Commerce)	Repair & Renovation	
5	Sh. Arun Dixit	AP(Physics)	Electricity	
6	Dr.Gagan Jaggi	AP(Commerce)	Canteen	
7	Dr. Raka Sharma	AP(English)	Library	
8	Dr.Anupam Dogra	AP(Maths)	Convener Hostel Committee	

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 11.2

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
61	181	521	650	366

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 11.2

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
61	181	521	650	366

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**
3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	[View Document]

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	[View Document]

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.18

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	7	0	0

File Description	Document
Details of student placement during the last five years	[View Document]

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 39.48

5.2.2.1 Number of outgoing students progressing to higher education

Response: 276

File Description	Document
Details of student progression to higher education	[View Document]

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
300	150	150	110	105

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 3

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	1	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](View%20Document)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

College Students Central Association and CSCA Executive Council are main representative bodies of students in the college who play pivotal role in smooth running of the affairs of the college and also in improving institutional efficiency contributing in different ways. Members of these bodies by handing over memoranda expressing their grievances and seeking fulfillment of their demands. However they act as safety valve and ventilator and don't allow to pile up repressed feelings among students. Some of the domains through which students' bodies overtly and covertly contribute are as given below;

1. **Academics:**

1. By persuading students to go to the library
2. Seeking procurement of latest books, magazines and journals
3. Persuading students to attend classes and not to bunk on the pretext of raising demands

1. **Infrastructure Development:** Members of these bodies being representatives of students as well important stakeholders of college keep liaison between students and administration bring into light different shortcomings.
2. **Meetings:** College administration conduct meetings with members of these bodies solicit their advice and endeavor to implement.
3. **Site Visits:** It is endeavored to take members of the students' bodies to various locations of the college campus and seek on the spot inputs for the betterment of constructions, cleanliness, and various activities underway.
4. **Face of Youth:** The members are encouraged to conduct their affairs in such a say so that they are role models not only for the college students but also for the youth of the region.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	2	2	1

File Description	Document
Number of sports and cultural activities / competitions organised per year	<u>View Document</u>

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Shaheed Captain Vikram Batra Government College Alumni Association (SCVBGCAA has been catalyst in pooling intangible resourcing and contribute in institutional functioning through the following areas:

1. **Legal Advice:** Some of the Alumni being advocates practicing law locally and are available whenever need be, provide legal and other technical advice to the college authorities without charging even a single penny.
2. **Intellectual Inputs:** Being repository of knowledge and wisdom, Alumni voluntarily come forward and share their experiences about the college affairs which are often of great value for the institution.
3. **Guidance to Students:** College students require proper guidance and direction not only from the teachers but also from those who studied from the college. The Alumni act as mentor for the students and keep guiding them about the best way to optimally utilize time in the college so that when they leave the institution are well equipped with knowledge and could be able to face the challenges coming forth from society and economy and are in a position to make the best possible use of available resources including technology.
4. **Challenges and Opportunities:** The Alumni keep coming to the college and share their experiences and real time challenges and available opportunities. They even help college authorities and students through their inputs about the available opportunities in the market and in various fields.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution.

Vision: To be a premier institution in the field of Higher education and research for the betterment of society and to serve the country.

Mission: To provide, nurture and maintain conducive environment for academic excellence, research and entrepreneurship to prepare competent, ethical and socially responsible for self-growth of students.

Quality Policy: To provide value based quality education maintaining pace with changing technology to produce competent and skilled professionals ready to accept global challenges.

Quality Objectives:

1. To inculcate the Motto "Excel and Prevail."

2. To imbibe quality consciousness at all levels of the staff.

3. Strict NO to compromise with quality.

4. Strive to do still better.

5. Discourage Short Cuts.

The mission of the college statement defines the Institute's distinctive characteristics in terms of addressing the needs of the society, students, institute's value orientation, and vision for the future. The Vision and Mission of the institute are in tune with the objectives of higher education. The formal and informal arrangements in the institute to co-ordinate the academic and administrative planning and implementation reflects the institutions efforts in achieving its vision.

Reflection of Mission and Vision in the leadership of institute in ensuring:

1. The policy statements and action plans: The Department of Higher Education and Principal actively participate in the betterment of college for ensuring that the policy statements and action plans are aligned for attaining the mission of higher education, disseminates the vision and mission to all stake holders and involve them in forming the policy statements. The Principal makes action plans in consultation with faculty members to review of outcomes from the implementation of action plans through meetings with functional committees and makes necessary changes in action plans if required. The IQAC of college takes review of quality policies and makes amendments in quality policies if required.

2. Formulation of action plans: The action plans are formulated in line with quality policy under the leadership of the Principal and the same are incorporated into strategic plans for effective implementation.

3. Interaction with Faculty: The Principal ensure that all Teaching, Non-teaching and Students are involved in different activities.

4. Reinforcing the culture of excellence: For the reinforcement of cultural excellence the vision, mission, short term and long term goals, quality policies are kept wide open to all stakeholders for their suggestions, necessary training is provided to its faculty and supporting staff for their development and motivates the team building and team work to create healthy work culture.

Perspective Plan:

The perspective plan for next five years of includes accreditation, research centre, centre of excellence and collaborations for higher studies and student placement.

Participation of the teachers: Through participative management, the faculties are involved in various decision making bodies of the college.

6.1.2 The institution practices decentralization and participative management

Response:

Running an organization is not a one-man task. Single leadership may work fine but essential aid of co-operation and democratic structure is required.

Decentralization is backbone of any institution. It is the most vital part of any organization as single person cannot take all decisions, make planning and execute functioning of the institution on his own. Decentralization is the process of redistributing functions, powers and responsibilities to the member persons of institution answerable to head authority. Decentralization takes the burden off of the single person and make every person of institute accountable and responsible for the organizational tasks. This way they work as team instead of individuals'and consequent team work helps institute run with remarkably efficient way. This raise a spirit of "WE"instead of "I". This helps any organization grow and meets its purpose.Our institute knows the importance of co-operative management that's why in spite of principal being head of institute had disbursed powers and responsibilities among various accountable but efficient members of our college. Hon'ble Principal has formed several accountable committees responsible for the various tasks and answerable for any fault and flaws. In this manner we give responsibilities to every member of our institution that beside enjoying job profile creates a sense of concern for the wellbeing of college. We have several committees like Advisory Committee, Internal Quality Assurance cell (IQAC) Disciplinary Committee, Anti-Drug Committee, Anti-Plastic committee, Women Grievances Redressal Cell, Campus Development Committee, carrier Guidance Cell etc. Each committee is composed of responsible member persons from our college and is headed by senior most person. Formation of committees lessens the burden on individual and opens doors for a variety of opinions.

Participative management is essential part in our college. All the planning, decisions, actions are

executed toward their final practice after discussing the pros and cons of implementation with the fellow members as well as students in periodic meetings. The structure of every planning is prepared carefully after discussing with every person with in purview of its effect. Experienced staff members and knowledgeable fellows from concerned fields are recruited into the committees for the act of making plans. Then after thorough discussion among fellow staff and persons concerned planning is finally executed in our campus.This way in most functioning of our institution, every person concerned is involved in the management.

Our college works as a unit and explore the capacities of each and every member to the best. Productivity of our institution is sum total of productivity of our whole staff.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Perspective/ Strategic Plan

Every institution has a perspective for the upgradation/upliftment of the institution in different spheres. Keeping in view the increasing strength of the institution, after the visit of NACC peer team to the college from 15-09-2015 – 17- 09-2015, the college prepared the perspective/ strategic plan by taking into account the following aspects:

1. NAAC peer team's observations and recommendations for quality enhancement of the college during the previous accreditation
2. Vision and Mission of the Institution
3. The feedback obtained from various stakeholders of the college
4. Recommendations of IQAC

Strategic Plans

By considering the above aspects, college planned to take the following initiatives for the betterment of the institution:

1. Introduction of new courses
2. The college plans to strengthen the feedback system, curricular, co-curricular and extracurricular activities
3. Promote research culture and innovation
4. To collaborate with nearby by Institutions like CSK HPKV, CSIR- IHBT, VMRT and Sai University
5. To strengthen the infrastructure

The college plans to strengthen all laboratories, botanical garden, separate parking for Staff and students, ICT enabled class rooms and seminar room, water coolers for drinking water, fire extinguishers, Furniture for staff and students, renovation of Girl's common room, sports material inverter etc.

1. To increase the number of computers in IT lab, BCA lab and other computer labs in the college and other ICT enabled equipments(CCTV, LCD TV< Printers, Scanner, Projection Screen, Photocopier etc. to strengthen the ICT enabled Teaching by using e- resources
2. To strengthen the skill development activities and personal counseling
3. To increase the participation of students in Cultural and sports activities and develop sports culture by organizing various sports activities
4. To increase Library learning resources for students and faculty

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The backbone of any institution is its organizational structure. This institution also has a well planned organizational structure. The main governing body works under the name of College Advisory Committee/Council which along with Principal and IQAC take decisions in various issues related to the college. These decisions made by college advisory council and internal quality assurance cell are circulated by Principal to all the teaching and non-teaching staff members. Principal works with the four main sections i.e. office administration, academics, training and placement, Extra-curricular activities and the auxiliary bodies. The auxiliary bodies work for alumni, anti-ragging, library, purchase and grievance. The Extra- curricular activities, sports, magazines, NCC, NSS, Red Ribbon club, Rovers and Rangers are looked after by convener through student representatives and class representatives. College career guidance and placement cell look after the placement activities. The office is administered through office superintendent for accounts and establishment sections.

Similarly there are many other committees like sports committee, discipline committee, anti ragging committee, anti drug committee etc. All the decisions related to the service of the employees are taken as per the service rules framed by the Central and the State govt. The recruitment and the promotions are also made as per the recruitment and promotion rules. In order to redress the grievance of the women, a special Women Grievances Cell is constituted in the institution.

Main Functions of College Advisory Council are to frame, Amend and approve principles and policy from time to time, to carry out review of academic performance of the institution and suggest remedial measures, if required. Advisory council also decide about Introduction of new program/courses and creation and enhancement of infrastructure and amenities etc for the college. It monitors faculty deployment and development, placement and industry-institute interaction activities in the institute/college and suggest remedial measures wherever necessary.

6.2.3 Implementation of e-governance in areas of operation

    1.Planning and Development
    2.Administration
    3.Finance and Accounts
    4.Student Admission and Support
    5.Examination

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The institution has various committees in order to do the developmental work in different fields for the betterment of the institution, to suggest new proposals and also to deal with the different problems related to different proposals. In order to begin with something new, meeting of the relevant committee is held, in which the new proposals are suggested and discussed and the plan is also made for its execution. The minutes of the meeting are recorded in the register of the respective committee. The proposal is then send to the Head of the institution and after his approval, it is then discussed with the college Bursar to look into the financial aspect and possibility whether the said project can be accomplished or not. If yes, then it is send to the Head of the institution for the final approval.

6.3 Faculty Empowerment Strategies

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

Response:

The teaching and non-teaching staff is the backbone of the institution. Both teaching and non-teaching staff have different platform to discuss their problems and demands. College Administration always take welfare measures for both teaching and nonteaching staff in all aspects. College encourages participation

of faculty members in National/International conferences for paper presentations and workshops, provide subsidized canteen rates and provide opportunities to show case the inner talents of the staff members. In addition, the teaching staff can discuss their problems, demands and some new proposals in the staff meeting which is convened by the staff secretary in consultation with the Head of the Institution. The things are discussed in the meeting, which are recorded as the minutes of the meeting, and are then put forward for its execution. The non-teaching staff also discusses their problems, demands and suggestions among all the employees falling under this category and then forwards it to the Head of the institution. The Head of the institution go through the entire matter and has various ways and means to take effective measures for its implementation. The Head of the institution then discusses it with the Advisory Committee and after their recommendation the matter is finally approved.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.64

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	0	1	0	1

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.6

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
03	00	00	00	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 8.64

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	6	4	4	3

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Institution has Performance Appraisal System for teaching and non-teaching staff. A description of the functioning status of the Performance Appraisal System for teaching and non-teaching staff is constantly uploaded. The Performance Appraisal Reports (PBAs) provide good feedback to faculty and help them in understanding the changing needs of students. All faculty members fill prescribed Performa for self-appraisal. PAS system encourages the faculty members to make excellent performance in teaching –learning and research.

The institution has performance based appraisal system for the Assessment of teaching and non-teaching staff. The Appraisal report is based on the Annual performance of the employ on the basis of their academic, research and other extra-curricular activities. It is also based upon his/her relation with the students, colleagues and administration.

 The above set performance appraisal report is to be filled by employee in a given prescribed Performa provided by directorate of higher education, which includes various points and sub points.The views of the employee filled in the prescribed Performa is reviewed by IQAC and principal. The overall report is further reviewed by the Director, Department of Higher Education and final performance functioning status

is setup and confidentially recorded in the office.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

In this regard it is submitted that all type of the College Funds have been managed properly and the Audit of Local Funds managed by this college have been made by the AG office, Shimla by deputing the Senior Auditors till 31.03.2018.

All the fee/funds received from students is submitted online through duly installed Software named "ADVANTA INNOVATION Pvt. Ltd ITC-7, Level-4, IT Park Sector 67 Mohali (Punjab) India and maintained properly under the guidance of the internal committees of senior Professors and College Bursar and approved by Accountant General of Himachal Pradesh, Shimla

The funds generated by Self Financing courses (BBA &BCA) has also been managed by appointing 02 Senior Professors as Co- ordinators and local social Audit till March, 2019 has been made through the Charter Accountant.

The other accounts has also been maintained properly as per guidance of the Accountant General of Himachal Pradesh, Shimla and the Accountant General of Himachal Pradesh has also done Audit time to time by appointing Senior Auditors.

The RUSA Funds has also been managed by this college properly by appointing a senior Associate Professor as RUSA Coordinator and properly been used for the urgent needs of the students under the Heads suggested by the Director RUSA. The grants recieved under Rusa funds under differents heads llike Infrastructure, Renovation, Equipments, New Construction etc. in a specific propotion as per norms set by MHRD, New Delhi.The funds receieved under Equity(RUSA) scheme has been used for the welfare of the students as mentioned by the MHRD in their booklets. These funds under RUSA (both: RUSA & Equity) have been audited by the local Charter Accountant at approved by the RUSA Coordinatior Directorate of Higher Education, Shimla (H.P).

The Funds received under National Service Scheme is utilized as per directions of Directorate of Sports ,Himachal Pradesh University Shimla. The Grants for NSS received in two heads i.e. Regular Activity/ Seven Days Special Camp. At the end of the Financial year. The audit of these grants have been done by the Local Auditor and the report is submitted to concern department.

The funds PTA is collected from the students every year is utilized for the welfare of the students as per PTA Constitution and audited by the Local Auditor at the end of the financial year.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the

last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0.11

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
.11	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

College mobilizes funds from different agencies viz: - UGC, AICTE, ICSSR and Government of Himachal Pradesh. On the recommendation of College Advisory Committee, Internal Quality Assurance Cell and committees through which activities are to be implemented, increasing expenses are sought from the Principal who after detailed discussions arrive at concrete decisions/suggestionsand optimally initialize the funds. The Committee prepares detailed reports of action taken which are further verified by other committees. As a measure of internal check, most of the funds are initialized in consultation with College Bursar. Subsequently, Internal Audit by Department of Finance and Audit by Accountant General Office is also done. We take into account sustainability as a major concern at every level in each department.

College also ensures that every plan suits the vision and objectives of the Higher Education and make a judicious use of consultants, consultancy and experts in the planning i.e. Economics and Commerce Department which provide a periodic strategic planning for mobilization, allocation and utilization of resources, Develop infrastructure through fund raising (foundations, individuals, UGC, RUSA). College manages maintenance and operational costs through Students fees and different finance heads. CDC develops an 'investment plan' with detailed projections keeping in mind the growth trajectory as well as risk assessment and also provide an 'alternative model' that relies on infrastructure development through donors and social organisation. The Old Students Association of college is active in the college and membership fees and donation taken from members of association is used for the development of college. College Bursar monitors and regulates college funds. Accountant of college handles accounts and documentation.Statutory Audit firm of Governments handles all accounts and projects.

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

Response:

Internal Quality Assurance cell has contributed significantly in institutionalizing the quality assurance strategies and processes. The IQAC has embarked on taking measures that are necessary to increase the quality of education being imparted in the institution and by providing congenial atmosphere to the students.IQAC works on the basic needs and requirements of the students and institution.

i. The College being located in one of the highest rainfall regions of the country. So by the recommendations of IQAC college has constructed a courtyard and laid granite on various sitting points making it maintenance free, clean and comfortable for students to sit outside during their free time.

ii. Canopies have been constructed outside canteen to allow more students and staff to sit near canteen.

iii. Teachers regularly organize academic activities like workshops & seminars for the students and faculty members.

iv. ACR of teachers is also got checked and verified by IQAC.

v. IQAC ensures maximum utilization of infrastructural facilities and the available ICT resources.

vi. IQAC takes necessary steps to have MOU's with surrounding institutions for the benefit of students and staff.

vii. IQAC keeps all the records regarding research work, publications and individual achievements of the staff members.

viii. Along with the examination committee, IQAC keeps all the records of the students related to the house examination, internal assessment and assignments.

ix. IQAC collects the student survey reports and acts on their feed backs to write-off their problems and meets the demands.

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

Response:

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms. The seminars and workshops conducted for the faculty regularly.

Giving seminars is compulsory for all students

Students are examined by conducting internal tests/ assignments.

Extra classes are taken for course completion on time, if needed.

Remedial classes are arranged for doubt clearing of slow learners.

Research cell is establishment in order to encourage research activities

College appoints part – time faculty against teaching posts lying vacant in the department

.Automation and digitalization of library.

Provision of Wi-Fi facility and smart classes

Increased usage of ICT tools in teaching learning process.

Preparation of course plan and methodologies of operations at the beginning of every session

IQAC collects feedback from students in a specially designed format questionnaires annually. Feedback is collected on curricular aspects, teaching learning methods, faculty programs and institutional programs.

Steps are taken to improve overall performance of the college by analysing the feedback from the students. The Academic Council consisting of the principal, the vice principal and a senior faculty that plans, monitors and reviews teaching learning and other activities of the institution.

The suggestion/complaint box are placed in college. Suggestions of students and stakeholders are considered while framing policies related to the institution. The staff meeting is held in the beginning of the session to discuss the plan for the session.

The clarity and relatedness of the learning resources was rated good by 80% of the students.

Efforts made as per the need of students in the class were found to be satisfactory

Availability of resources for study was found to be satisfactory.

Maximum of the students are found to be satisfied with the preparation of teachers for class.

Maximum of the students marked that teachers are effective in clearing the concepts.

Maximum students feels that teachers motivate them to attend classes regularly

Behaviour of the Teachers was found to be cordial by all of the students but some students feel that teachers get angry some times.

Internal assessment was considered fair by maximum students, but some of the students marked internal assessment is unfair sometime.

SUGGESTIONS

Transparency to be maintained in internal assessment.

Participation of students in classroom discussion is to be enhanced.

ACTION TAKEN

Transparency in marking of internal assessment is ensured.

Library needs to be enriched with resources related to curriculum.

Emphasis should be given on course completion.

Application part to be added in curriculum.

Quality enhancement in the content of syllabus.

Adoption of student centric methods for clearing the concepts.

ACTION TAKEN

Teachers were asked to ensure participation of students in classroom teaching.

TEACHING LEARNING PROCESS

Maximum students are satisfied with the preparedness of teacher for class. Maximum students are satisfied with the way teacher cleared their concepts.

Maximum students are satisfied with the way teachers motivate the students.

Some feel Availability of resources related to Curriculum is not sufficient in the library.

SUGGESTIONS

Books should be issued for at least 3 days.

Five books should be issued.

Number of books to be enhanced in central and departmental libraries.

The clarity of the content is considered satisfactory by maximum students. Effort done as per the need of student is considered satisfactory. Maximum students think that teachers are motivating students to attend the class. Teachers carry out their lesson by frequently working questions. The behaviour of teacher is found to be cordial with the students.

Application contents should be more.

SUGGESTIONS-

Teachers should put in more efforts on the quality contents they teach, empirical evidences should be provided. Innovative techniques of internal evaluation should be adopted. Action taken for Library Enrichment and Internal test.

100% Students are satisfied with Tests, Quiz and Project etc. taken after the completion of course.

Students are satisfied with the overall evaluation and use satisfied with the evaluation duration.

Learning resources are provided to students,

ACTION TAKEN

Meritorious students are felicitated during annual function, categories of awards has been enhanced.

Regular monitoring by hear of the department on course completion.

Teachers are motivated for orientation, refreshed and short term courses. Extra classes taken by some of the department. Towards for computer literacy in few departments.

SUGGESTION

Library resources and Availability of e-learning software in some departments. Individualized kind of instruction ensured by same departments.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	1	1

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

   1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual

> **Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
> 2. **Academic Administrative Audit (AAA) and initiation of follow up action**
> 3. **Participation in NIRF**
> 4. **ISO Certification**
> 5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

 Incremental improvements made during the preceding five years, **post accreditation quality initiatives are as under.**

A new building is under construction adjoining our old building. This building will be having three storeys. There will be classrooms for various faculties and individual office for each department. Beside this here will be an examination hall for smooth functioning of house as well as university examinations. On top storey, there will be a multipurpose hall. This building will help in far better administration.

We have a big playground under construction. Even it is under construction we are utilizing it fully. We have organized our annual athletic meet in the same playground; previously we had to use the playground of Himachal Pradesh Agriculture University for such kind of events.

The institute has well established gymnasium with all necessary exercising machines and equipments.

The institute is also running a health Centre to meet day to day health issues.

The institute is also starting a child care centre for the welfare of women employees.

Foundation stone of Auditorium has been laid recently in the vicinity of girl's hostel.. It will be a three storey building. On the ground floor there will be provision for parking. On the first floor there will be a multipurpose hall and on the top floor an Auditorium will be located.

The college has a well furnished library.. The library is centralized and offer access to 7483 Books 205 Reference books, and 11 journals, 18 magazines, and 11newspaper(Hindi and English). The Library management Software is Soul 2.0 (Software of College Libraries) of INFLIBNET. For quality services various library services such as Online Public Access Catalogue (OPAC) circulation etc are computerized. Searching and retrieving of books made easier and speedier through online Public access catalogue. The library has been upgraded to include bar-code technology for a speedy circulation of the books. All the books and library membership is bar-coded and every member is provided with a membership bar-code by the soul Software.

The college became the first college in 2014 in Himachal Pradesh to have a Wi-Fi campus with Wi-Fi facility provided both to college staff and students. The college also implemented "Advanta" Rapid Solutions' 'software for managing student's data and admission process. The digital notice board also installed in the college campus for students. The Library also has implemented RFID facility almost 4 years ago. Three new Computer Labs namely BCA Lab, Math Lab and Language Lab are also setup in the college with internet connections. More computers are also added to the existing IT Lab. Smart class rooms are established in the college. Two Power Podium and four laptops were purchased to improve work efficiency. In 2019 college improved the internet speed to almost 300 Mbps using Fiber based new internet connections and also has a permanent IP address. All departments have internet connectivity.

Laboratories are well equipped with new equipments. New green boards are installed in many classrooms.

There is a provision of remedial teaching for slow learners. There are 19 mentors in the college. These mentors take full responsibility of academic work of the department.

In our college we have a Carrier Guidance Cell which guides the students through various activities and lectures from eminent personalities.

Self employment is being generated through courses like BBA and BCA.

Taking one step ahead our institution has signed MOU's with surrounding reputed institutions like Council of Scientific &Industrial Research (CSIR), Institute of Himalayan Bioresource Technology (IHBT), Choudhary Sarwan Kumar Himachal Pradesh Krishi Vishvavidyalya (CSKHPKV), Sri Sai University and Viivekananda Medical College.

Our college is running a Post Graduation course in Economics. New post graduation courses in Chemistry, Hindi have been approved by Himachal Pradesh University. We have sent our proposal regarding Masters in social work (MSW) to the Himachal Pradesh University for the approval. College is also running Add-On courses in IGNOU and JMC. Following courses are being offered to the students.

Certificate course in Television and Video Production.

Diploma in early childhood care and education (DECE)

Diploma in nutrition and Health education (DNHE)

Bachelor of Arts (IGNOU)

Bachelor of Commerce (IGNOU)

Bachelor of preparatory Programme

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Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 5

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	4

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

    1.**Institution shows gender sensitivity in providing facilities such as:**
        1.**Safety and Security**
        2.**Counselling**
        3.**Common Room**

Response:

Education is the greatest tool for empowering women strata of our society and our college is pursuing this task with utmost sincerity. Females are crucial section of our society and our college is proud of having female students out numbering male students hence our consequent role is in empowering this section of society. Our institution is taking care of every aspect of our female student's day to day life and our college has taken up sincere duty of taking future of this sensitive gender to the brighter heights.

Our institution has a Women's Grievances Redressal Cell to safe guard and promote well-being of all female students as well as women employees of this institution. The committee of this cell comprises exclusively of female members from various faculties of this institution. Committee members meet time to time and interact with the students to address their problems. Any female student can file their grievance with the committee following very convenient and confidential approach. Contact numbers of all the committee members has been made available on the boards in and around campus for easy as well as selective approach. In case of any inhibitions with teaching staff, student representatives from the Student Central Association has also been made part of this Cell so as to have effective and penetrating role within

this sensitive and vulnerable section of students.Complaint boxes are placed in the girls common room and in the girls hostel for the complainants who intend to keep their identity anonymous.These boxes are periodically checked and needful action is taken by the committee members.

Euphemism an evil used throughout our country as Eve teasing is seldom absorbed as a casual routine in our college. Our college is very well aware of the common but most ridiculous practices of sexual assault and sexual abuse that females face in our society. So to avoid any such inhumane incidence our institutions have Security guards employed for the safety and security of the students.Our Campus has CCTV cameras installed at various places inside and outside campus recording all the activities around the campus as well as in the hostel. Any violation of girl's rights or any act outraging modesty of female students as well as female staff is taken very seriously and we have every mean to deal with the situation within the ambit of law.

Girls hostel has a female warden staying inside the hostel premises in her own residence to look after needs and safety of our female pupils. Our institution has constituted a committee looking up the welfare of the students residing in the hostel. Regular functions are organized in the institute guiding the female students about their rights safety and security.

Self-defense can save us when no one is there to help us. Therefore classes of *Judo* and *Tae Kwon Do* are also given to our female students to teach them self-defense techniques.

Girls common room has been earmarked at campus near staff room to provide reserved, safe and secure stay to female students during their free hours. Girls common room also has sanitary napkins vending machine installed under the concerned scheme of Government of India for women staff and adolescent girls. This helps females to have sanitary napkins at cheaper and affordable rates. Incinerators are installed in the toilets for the safe disposal of the used sanitary napkins.

7.1.3 Alternate Energy initiatives such as:

   1.Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 20.63

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 165

7.1.3.2 Total annual power requirement (in KWH)

Response: 800

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)
Any additional information	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 1

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: .12

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 12

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Educational institutions are the most pious temples of learning and likewise need to be clean and free of any waste. But waste management is one of the challenges in education institutions for accomplishing a sustainable progress in our society. Our institution has made strategies for the sustainable and eco-friendly waste management practices.

Our institution have biodegradable, non-degradable, Lab waste and e-waste. Our institute is well equipped to deal with the waste coming out of this institution. Biodegradable waste comprises of Wood, human waste, discarded food, paper, cardboards etc. Whereas, non-degradable waste comprises of glass, rubber waste, plastic, poly-bags from packings, metals etc. e-waste in our institution form comparatively small proportion and comprises of old batteries, computer and its accessories, lab equipment etc.Laboratory chemicals also add into waste products of our institution.

All the above mentioned waste items are dealt properly. For biodegradable waste institution has pits for their disposal and degradation at campus, hostel and staff quarters. The biodegraded waste is used in formation of manure and same is used for the plants in our campus. Recyclable waste like paper cardboard material metal pieces rubber and glass are monthly sold to the scrap dealer. Though plastic waste is used to minimal extent but whatever waste plastic comes out of institution is also sold to the scrap dealer. Further,anti plastic committee is functional in our college to check the usage of plastic and associated menace.Chemical wastes coming out of chemistry laboratories are disposed off by draining them into purposefully made soak pits. e-waste is managed by auctioning the unserviceable electronic items accordingly. Old batteries are replaced at discounted rates. Any waste that cannot be disposed off by any other mean is got rid-off through Incinerator installed in our campus. Our college have well equipped

clean toilets with sound supply of water. We have separate toilets for male and females.All the human waste like human excreta, sewage coming out of toilets is disposed off properly by draining it into the sewage tanks.

Numerous dustbins and dumpsters has been installed at our college to dispose off the litter. These dumpsters are cleaned on daily basis by our cleaning staff. Every class room is provided with dustbin.Our state is proud of being the first state in country to ban Polythene bags and our college being inspired from the government action is strictly following the lead. Polybag usage is strictly prohibited around campus and any such usage invite relevant fine or punishment and same go for littering in the campus. All students and Staff members use jute or cotton bags and understand the hazards of polybags. However to oversee any usage of plastic or polythene anti-plastic committee is functional in the campus.

Our college go for cleanliness drive every now and then. Red Ribbon club, Anti-plastic committee, Rovers & Rangers and National Service Scheme members take these drives actively. These groups often take cleaning drive inside as well as outside campus not just to clean the places but to raise the spirit of clean India in our students as well as society. Rallies and Cleanliness campaigns are often organized by these bodies from time to time to aware Students as well as general public. Our college has been a regular participatory in of the Government of India scheme of Swacch Bharat Abhiyan. Since its launch on 2nd October 2014, every year on 2nd of October all the students, staff and head of this institution engage in cleanliness of the campus and city. Through these means we are trying our best to make the slogan of this program i.e. *One Step Towards Cleanliness*" relevant on our part.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting is a sustainable process that helps in preserving rain water for different purposes and for the future needs as well.

The water table in the foot hills has also lowered drastically in recent times. North India including Himachal Pradesh have recorded a sharp fall in the ground water levels, ranging from 70 to 80 percent.

Our institution has constructed rain water harvesting tanks of the dimension 18 L 6B 10H feet depth. During rains water from the roof is collected into the catchers and with downpipes goes into the rain harvesting tanks through underground channels.

Both the pits are covered so that to prevent contamination by animal droppings, fallen leaves, dust and other waste matter and also to ensure safety.

The left over water from the rains is channelled into the bigger channels and finally into the irrigation channels.

Thus our district has good supply of water for drinking, washing, bathing and irrigation.

Still with a little more investment on the pipelines and trenches, the remaining potential from the

hostel and staff quarters buildings can be utilised. The water thus harvested may be used for both reuse and recharge purposes.

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Going green is to pursue practices that are environmental friendly while opting ecologically responsible life style to protect our environment so that we can hand over this earth to our coming generation in safe and sustained manner.

Some of the students in our campus use bicycles while most of our students use Government transport such as public buses to commute between home and Institution. We have a motor as well as a pedestrian Pucca roads which are pleasant to walk and is with almost negligible motor traffic thus is very pedestrian friendly.

We have done everything possible to make our campus plastic free. We have established an anti-plastic committee in the campus to look out for plastic usage and its waste management. This committee periodically keep check on the usage of plastic in and around campus and aware students about the plastic menace.

Our college is doing maximum efforts to keep its working paperless while following trails of our State Legislative assembly who has honor of being the nation's first paperless assembly. Wherever possible our college try to remain paperless in its official working. ICT (Information Communication Technology) is being used as an important mean to achieve this. Most of the intra-institutional meetings, planning, duty orders and other business are conveyed through Watsapp and other social media Platforms. We have arranged Watsapp groups of College staff to convene the administrative business of our college through this quick and most efficient mean of this era.We have digital notice board for conveying important messages to the sudents. Admission forms and examination forms are also filled online making maximum of our work paperless.

Our college is with striking green landscaping and we are already privileged to have dense *Chir* pine trees surrounding us.However, inside the campus our college is pursuing sincere attempts of planting trees herbs and shrubs of ornamental as well as ecological importance. Our college campus is decorated with several ornamental plants and flowers. Many seasonal flowers have been planted at our campus along with decorative hedges. We have Silver Fir trees, Thuja and Chir Pine trees in the campus. Besides these scattered plants, in our campus we also have a botanical garden here that adorn our college. Further inside we have placed earthen pots harboring green plants that add charm to inside of our college. College has generated an alternate source of water by getting the boring done (fitted with a submersible pump) carrying

water to the storage tanks of the college, canteen and the girls hostel . This stored water is used for drinking, sanitation and for watering the plants.

To keep our campus clean and green we have four people who work hard to keep this campus and its surrounding clean and eco-friendly. We have clean drinking water facility in the campus for our staff as well as students. Drinking water is aided with Aqua Guards and water coolers for clean and healthy drinking.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.36

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
8	1	.4	.7	.3

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	[View Document](#)

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	[View Document](#)

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 5

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	2	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	[View Document](#)

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

7.1.13 Display of core values in the institution and on its website

Response: Yes

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 35

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4	7	10	5	9

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

India is a nation with perhaps greatest diversity and our state is no exception to that.Festivals and fairs had been serving as the symbol of liveliness and joy in civilization since antiquity. While enjoying this cultural diversity our college is always grateful to the great leaders and luminaries of India who had contributed bricks and stones in the making of this nation we call India.Our college on the occasions of national importance celebrate our national heroes as our humble gratitude.This is to inspire and encourage our students as well as our fellow staff to cherish,value, follow and practice the same path our national heroes once walked.

Republic Day 26th January

This mark the day when Constitution of India came into effect replacing erstwhile Government of India act 1935.This was the proud moment for every free Indian now having de novo liberty, fraternity and equality. Flag hoisting is done on this day and thereafter pupils are addressed by head of the institution and any eminent personality if present.

Independence Day 15th August

Our college celebrate this historic day with national and integral spirit commemorating the day when our nation was freed from the clutches of foreign rule. We rejoice the day while introducing our students about the era of tyranny and suppression so that they can realize the meaning of freedom we as "*The people of India*" are enjoying today. And how this freedom is not free and someone did pay for this with their lives, in giving us today the haven known as *The India.*While doing this we try to make them responsible and accountable citizens of India. On this day flag hoisting is done and worth of freedom and human rights are depicted in the address.

Teacher day 5th Septmber

This day is celebrated to honor the birth anniversary of First Vice president and second President of India Dr. Sarvepalli Radhakrishnan who believed that, "Teachers Should be the best Minds in Country". College students celebrate this day through various cultural activities as their gratitude to teachers.

Gandhi Jayanti 2 October

This day is valued by our college to mark the Birth anniversary of Mohandas Karam Chand Gandhi. As a recent move of Government of India this day is earmarked to promote Cleanliness and hygiene titled as "*Swacchata Abhiyaan*". Manual Cleaning is performed in and around campus by our students and fellow staff along with head of this institution.

Children's Day 14 November

This day is celebrated through various cultural activities and competitions.

Death and Birth anniversary Captain Vikram Batra

Birth anniversary of Palampur born martyr Captain Vikram Batra is celebrated on 9 September as Annual Function of this college where Painting competition, Poetic recitation, Rangoli and cultural activities are performed. This celebration ends with the annual prize distribution on academic and cultural activities.

Captain is commemorated on his death anniversary on 7th July as our homage to great son of nation along with other Kargil heroes through floral tribute.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Transparency plays a key role in running any institution effectively and most efficiently. Our institution understands the chief role of fare and transparent working in financial, administrative and academic arena of our college hence we are following a very fare mean to conduct our duties.

Financial purchasing for the smooth functioning of academic and non-academic processes in college is done through a proper channel. We have a purchase committee in college where HODs of every department put forth their demands. Thereafter, purchase committee looks for the relevance of the demanded purchase and discuss the demand with Principal. If demand is approved by the Purchase committee and finally by the Principal then sanctions to the demands are approved. We have a senior member of the college as bursar who oversee the permissibility of the demand and invite quotations from various suppliers if amount exceeds Rs 5000.After evaluating the quotations and opting out the best and cheapest rates, demand is duly agreed by bursar and the Principal. Then payments through DBT (Direct Benefit Transfer) are made. Further Scholarships assigned to students, payment and wages of daily paid, salaries of Staff and various emoluments are paid through DBT. Also college keep proper record of all the payments made in its concerned registers and muster rolls.

College also have a great roll in maintaining the academic process fare and transparent free from any favoritism. Internal assessment process plays a crucial role in the pupil's career hence proper midterm examinations are conducted for their assessment and marks are given according to their performances. Their marks from midterm, assignment and attendance are displayed on the departmental notice boards.Regular tests and seminars are conducted along with the general classes and all these are taken into consideration while awarding internal assessment. Records depicting internal assessments are kept by concerned teachers and copies of same are duly submitted with the office of the Principal. Total academic records of the student is also kept by the college. Prizes for various college competitions are given impartially without any favoritism.

Principal is the head of the institution and is vested with power to decide and convene the academic functioning of the college. Various committees have been constituted attached with various tasks each having a senior faculty member as convener. Various duties like examination duties, evaluation duties,

extra classes,extra campus duties are assigned to faculty members without any partiality and nepotism. Ground for assigning duties comes from seniority, related fields, qualifications and capacities.Further, to protect the soul of democracy, various decisions and planning are taken into practice after approval from the concerned committees or general faculty. Most of the functions are executed in a decentralized manner and are given practical form after being discussed with various committees and approval from the staff.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

College undertakes different types of best practices as per its institutional environment and try to bring about innovations and new ideas.

Two best practices adopted by our college in this regard are:

1.   ***Psychomotor aspects of the learner regarding practices including Awareness and learning through workshops, Seminars, exhibitions and lectures by eminent personalities.***

Objectives of the Practice

Regular workshops/seminars and lectures are conducted in the institution for the students and staff throughout the year. Objectives of these practices are that they-

- Keep the students and staff updated with the latest learning.
- Keep students and staff updated with the global trends in education.
- Provide opportunity to learn new skills.
- Make students great human beings by going beyond the text books or ongoing educational courses to truly master a thing.
- Help students improve communication skills.
- Gaining expert knowledge and networking with others.
- Renew the motivation and confidence.
- Gain wide range of knowledge in various fields.
- Give students renewed motivation to pursue their goal.
- Exhibitions provide students a large platform to showcase their talent and present it in public.
- Exhibitions give exposure to the students and also teach them to work in a group.
- Mind of the students develops the technical approach towards a given problem.
- This drives creativity from deep inside the students.
- Lectures by eminent speakers give students information and understanding of the subjects other than their class room topics.
- Visits to the fields and research labs gives students insight of the practical aspect of the subject.

Execution and implementation by the institution

Workshops were regularly organized in the institution in the subject of computer, yoga and

meditation, vote awareness, digital literacy, social sciences and Bio-Sciences.Seminars were structured on Anti Drug Menace, Journalism, yoga and fitness. Saral, an Exhibition on physical sciences, showed 60 working modals to promote learning by doing methods in teaching learning process. Lecture series were organized by Bio-Sciences in collaboration with HIMCOSTE. Awareness Camp on digital literacy and on Environmental hazards of electronic waste gave students valuable information about the topic. Field trips were arranged for the students as teacher student interaction. Students visited the laboratories of the nearby institutions for advanced biotechnological studies. Students also learned about wetland ecology, poultry Farming, Artificial Insemination, Aquaculture, Apiculture and Sericulture.

Our students learned communication skills, gained knowledge of different subjects developed networking with experts of different fields. This renewed motivation and confidence in the students.

Students were also benefitted by research and experimental learning and teaching practices. They appreciated trying something new outside the classroom study. Constant exercise, yoga and meditation practice workshops helped students to improve concentration, and their minds learned to focus and retain better.

2. *Gender Sensitivity and gender sensitization*

Gender is not a" Women's Issue" it's a people issue: Discrimination is an immoral unethical and unfairly behavioral practice of an individual and groups of individual to consider differently from one to other individual or group of individuals. All the challenges faced by women and related gender disparities and inequality are the results of degradation of values and ethics amongst the individuals of the society.

The modification behaviour by raising awareness of gender equality concerns is an important aspect of gender empowerment.

Objectives of the practice:-

- Modification of behavior raising awareness of gender equality.
- Students and teachers with stereotyped and traditional way of thinking are taught to assure equal participation of women and men in decision making.
- To facilitate equality.
- To equally access and control on the resources.
- To acquire alike benefits of development.
- To get equal opportunity in employment.
- To get equivalent regard in all aspects of their livelihood, so that both genders can enjoy their human right without any constraint.
- Addressing a range of problem such as countering sexual harassment and issues of equality and freedom.

Execution and implementation by the institution

Awareness of gender equality concerns is achieved in the institution by conducting seminars, lectures, rallies, posture making in context to gender sensitivity. Gender sanitization drive in the institution gives every student equal opportunities to participate in all the competitions without any gender discrimination. Our institution is an examplary in girls showing and excelling in all the academic, cultural and sports activities. They are doing much better than boys in most of the fields. We have very active

Women Grievances Redressed Cell which very efficiently handles the issues related to gender sensitivity.

Complaint/ grievance box is placed in the girls common room and girls hostel, where students can drop their grievances, if any. The box is opened once every fifteen days and checked. Any grievance found in it is scrutinized and necessary actions are immediately taken by the cell. Activities like Rallies and poster making are organized to sensitize the girl students about their rights, safety and their Empowerment.

.

Result:

As a result of this practice our institution faces very less complaints regarding gender sensitivity. Girls ar very confident and are excelling in all the fields in competition with the boys. We are building a gender equal society.It helps to build changed attitudes, behaviours and beliefs of inequalities between girls and boys. This also helps to foster improved mutual understanding and learning between the two genders

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Priority of the institution is the overall development of mind, personality, emotional development, social development, moral development and aesthetic development through co-curricular activities.

Co-curricular activities are the components of non-academic curriculum which help to develop various facets of personality development of students. For all round development of the students, there is a need of emotional, physical, spiritual and moral development, which is supplemented by co-curricular activities of the college. Various cultural activities and community service activities are done under our various bodies like NCC, NSS, Rovers and Rangers etc. Except these department of sports in our college organizes various sports activities. We also have special classes of martial arts for the students. These activities help students in the following way:

- Students learn discipline, survival techniques, camping, self and public hygiene, giving first aid, crowd management through NCC.
- Personality development of students is achieved by participating in projects that benefit the community through NSS.
- Overall enhancement of knowledge is seen through general knowledge and quiz contest.
- Debating and declamation helps students to increase their conversation skills, while overcoming shyness and stage fear.
- Sports activity ensures the physical fitness of students also this helps in all- round development of students.
- Development of psychomotor aspects, development of social values, ethical values, cultural values are achieved through cultural activities like Music, Drama, Poetic recitation, Rangoli competition

,mehandi and painting competitions.

The vision and the thrust of college is to ensure the holistic development of the students through co-curricular activities. Our students discover their interest, talents and skills while developing important values and competencies. All these things will prepare them for a rapidly changing world. Our institution has excellently implemented such co-curricular activities, therefore ensuring that students will be fully benefitted from it.

An Atmosphere that facilitates personal commitment to the educational success of students in an environment that values multiplicity and society. College is very keen at facilitating personal commitment to the educational success of students and thus the Academic committee consisting of Principal, senior faculty members and Examination Coordinator prepares the academic calendar well in advance before the commencement of the session/semester. The faculty members before the commencement of semester prepares the lesson plan and make it available to the students. So many efforts are being made for the past few years to change the Teaching – Learning environment into activity based learning.

Several methods are adopted to transform the academic environment such Power point presentations

Students are encouraged to participate both in curricular and extra- curricular activities. Emphasis is paid to obtain feedback from parents, students, faculty members and alumni through informal contact to obtain information about qualitative changes which are required. Students give feedback about the faculty at the end of each session or semester. The students play major role in the events like Annual athletic meet, Sports day, other cultural functions etc., which are being organized by the college and inculcate the qualities of co-operation, co-ordination and team work. Social Responsibility Activities like Go Green Activity through plantation,· Blood Donation, plantation etc. are helping them according to their requirements.

5. CONCLUSION

Additional Information :

Generation of additional infrastructure in the form academic building, underground parking, auditorium-cum-multipurpose hall and playgrounds are in the offing. Mobilization of other institutional resources for mutual benefit through having Memoranda of Understanding and arranging invited lectures from the domain experts are being given impetus. In order to meet growing demand of students seeking job career counseling sessions are being organized. The college has been taking necessary measures to keep faculty members and office staff constructively engaged for longer periods of time in the college so that faculty development, institutional building and passing on the treasure knowledge could be passed on to the students.

Concluding Remarks :

The college is pre-dominantly a college in rural area providing quality education to the local population. The college showcased its prowess in educational and co-curricular activities. The campus has excellent and impressive array of facilities, classrooms, laboratories, computer lab, administrative areas, staff residence, hostel, recreational & sports facilities, conference hall and library. The institution has endeavored to enhance the quality of the students not only through academics but also by facilitating their participation in different sports, cultural and community extension activities at the state and national levels. In order to ensure quality in academics and related activities, the performance of the student is regularly monitored through class tests, assignments, in-house exams and specially designed activities like discussions and quizzes. As a matter of policy the students are encouraged to vibrantly participate in various multiple activities. The students are also offered remedial advice and support on the basis of their performance in various tests. The students from socially and economically backward sections of the society and differently able students are provided fee-concessions and scholarships to accord them better college education. They are also provided texts-books on priority from the college library under the Book-Bank scheme. The teaching-learning method is a composite of lectures, discussions, workshops/practical demonstration and seminars to make teaching more effective, lively and productive for both the teacher and the taught. The faculty members attend refresher courses, orientation courses and short term training programmes at regular intervals. Some teachers are actively engaged in research activities which include research guidance, pursuance of research, paper publications and presentation of papers in national and international workshops/seminars/conferences. The students are exposed to the new technology-aided resources of learning. Our college is focused on research work undertaken by faculty in science and humanities. Our college aims to improve the competitiveness of research. This involves strengthening and intensifying development of the research system along with strengthening networking within the research system. We have also deepened cooperation with nearby research institutes as well as academia to motivate the young minds for research, support higher quality, efficiency and performance.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.2	Number of certificate/diploma program introduced during the last five years 1.1.2.1. **Number of certificate/diploma programs introduced year-wise during the last five years** Answer before DVV Verification: _table below_ Answer After DVV Verification : _table below_ Remark : Certificate/diploma programs for 2015-16 not provided by HEI.
1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years 1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years Answer before DVV Verification: _table below_ Answer After DVV Verification : _table below_ Remark : Nomination Letter of Dr. Sujit Surroch from the University/Autonomous College indicating membership on BoS, Faculty and Academic Council / PG Council valid for the year 2017-18 not provide by HEI.
1.2.1	Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years 1.2.1.1. How many new courses are introduced within the last five years Answer before DVV Verification : 3 Answer after DVV Verification: 6

1.1.2 Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	05	01	0

1.1.2 Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	03	0	0

1.1.3 Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	01	0	0	01

1.1.3 Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	01	0	0

| 1.2.2 | Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented.
Answer before DVV Verification : 23
Answer after DVV Verification: 7 |
|---|---|
| 1.2.3 | Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
102	213	134	02	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	6	0	0	0

Remark : DVV made the changes as per certificate of the students enrolled in CERTIFICATE COURSE IN TELEVISION & VIDEO PRODUCTION for 2017-18 by HEI. Provided some certificates not reflect any year. Certificate of the students enrolled in Certificate/ Diploma programs/Add-on programs for 2014-15, 2015-16, 2016-17 and 2018-19 not provide by HEI. |
| 1.3.2 | Number of value added courses imparting transferable and life skills offered during the last five years

1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years
Answer before DVV Verification : 01
Answer after DVV Verification: 0 |
| 1.3.3 | Percentage of students undertaking field projects / internships

1.3.3.1. Number of students undertaking field projects or internships
Answer before DVV Verification : 300
Answer after DVV Verification: 100

Remark : DVV has made the changes as per pro-rata basis of provided internship certificate of students by HEI. |
| 1.4.1 | Structured feedback received from

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise |

	Answer before DVV Verification : B.Any 3 of the above Answer After DVV Verification: E.None of the above Remark : Provided feedback not related to design and review of syllabus.
2.1.1	Average percentage of students from other States and Countries during the last five years 2.1.1.1. Number of students from other states and countries year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	01	0	01	02

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	01	0	01	01

Remark : Domicile certificate of TEJSHRI D/O SH. BABA SAHIB for 2014-15 not provide by HEI.

2.1.2	Average Enrollment percentage (Average of last five years) 2.1.2.1. Number of students admitted year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1382	1517	1699	1253	1038

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3096	3239	2980	2658	2162

2.1.2.2. Number of sanctioned seats year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2680	2520	2520	1740	1740

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
2680	2520	2520	1740	1740

Remark : DVV has made the changes as per provided report of admitted reserved students in 2.1.3

	also we add the count of student of general category in the value of reserved categories students in all years.
2.1.3	Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years 2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years Answer before DVV Verification:

	2018-19	2017-18	2016-17	2015-16	2014-15
	1552	1678	1478	1158	1089

Answer After DVV Verification :

	2018-19	2017-18	2016-17	2015-16	2014-15
	1846	1699	1511	1184	1193

2.2.3	Percentage of differently abled students (Divyangjan) on rolls 2.2.3.1. Number of differently abled students on rolls Answer before DVV Verification : 02 Answer after DVV Verification: 0
2.3.2	Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. 2.3.2.1. Number of teachers using ICT Answer before DVV Verification : 25 Answer after DVV Verification: 0 Remark : Provided photos has not reflect the teachers using ICT .
2.4.2	Average percentage of full time teachers with Ph.D. during the last five years 2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years Answer before DVV Verification:

	2018-19	2017-18	2016-17	2015-16	2014-15
	24	22	23	22	23

Answer After DVV Verification :

	2018-19	2017-18	2016-17	2015-16	2014-15
	12	7	12	11	23

Remark : DVV has made the changes as per pro-rata basis of provided Ph.D of certificate by HEI.

2.4.3	Teaching experience per full time teacher in number of years

2.4.3.1. Total experience of full-time teachers
Answer before DVV Verification : 870 years
Answer after DVV Verification: 535 years

2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	0	02	02

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	01	1

Remark : DVV has not considered certificate of pre-commission for 2015-16 provided by HEI.

2.4.5	Average percentage of full time teachers from other States against sanctioned posts during the last five years

2.4.5.1. Number of full time teachers from other states year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
02	02	02	01	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	02	02	01	01

Remark : Domicile certificate or previous degree/Matriculation/HSC certificate for 2018-19 not provide by HEI.

2.6.3	Average pass percentage of Students

2.6.3.1. Total number of final year students who passed the examination conducted by Institution.
Answer before DVV Verification : 699
Answer after DVV Verification: 300
2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution

	Answer before DVV Verification : 699 Answer after DVV Verification: 1109 Remark : DVV made the changes as per report of total number of pass students and total number of appeared students for 2018-19 provided by HEI.
3.1.1	Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs) 3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs) Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>1</td><td>0</td><td>1</td><td>0</td><td>1</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>1</td><td>0</td><td>0</td><td>0</td></tr></table>
3.1.2	Number of research projects per teacher funded, by government and non-government agencies, during the last five year 3.1.2.1. Number of research projects funded by government and non-government agencies during the last five years Answer before DVV Verification : 00 Answer after DVV Verification: 01 3.1.2.2. Number of full time teachers worked in the institution during the last 5 years Answer before DVV Verification : 240 Answer after DVV Verification: 240 Remark : DVV made the changes as per report of research projects funded by government and non-government agencies provided by HEI.
3.2.2	Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years 3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>7</td><td>0</td><td>0</td><td>0</td><td>0</td></tr></table>

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Relevant document not provide by HEI.

3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	06	05	01	04

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	03	0	0	04

Remark : DVV has made the changes as per pro-rata basis of web links provided by HEI. Web links of research papers for the year 2015-16, 2016-17 and 2018-19 not provide by HEI.

3.3.4	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years 3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	05	04	04	04

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	03	0

Remark : DVV has made the changes as per pro-rata basis of provided outer cover pages of books by HEI for the year 2015-16. E-copies of Books and chapters for 2014-15, 2016-17, 2017-18 and 2018-19 not provide by HEI. Provided outer cover page of book of 2013 not considered.

3.4.2	Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
03	0	03	02	01

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	0	0	0

3.4.3	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 last five years

3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
18	07	03	04	02

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
12	04	02	02	02

3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
830	701	581	563	332

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
176	297	153	113	128

3.5.1	Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years
	3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
51	2	0	29	23

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	02	00	00	00

Remark : DVV has made the changes as per provided certificates by HEI. Report of linkages , RR Financial Consultants, Sangam auto sales and The Solitaire Infosys (Fianance) , HCL Learning ltd. Chandigarh,GB Training & Placement Centre, Mohali., Ashok leyland pvt ltd and Philips india ltd ,Club Mahindra, Mashobra and The Mangla Sons, Mohaliand ICAII, Computer & IT Skill enhancement Institute, Mohali, Eureka forbes Company, Mohali, KCC Bank, Palampur, and Olympus Personnel Allied services ,Chandigarh provided by HEI.

3.5.2	Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)
	3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
04	0	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	0	0	0	0

Remark : E- copies of MOUs of CSK HPKV Palampur for 2018-19 not provide by HEI.

4.2.4	Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)
	4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19908	165000	324000	240000	131848

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.20	1.65	3.24	2.40	1.32

Remark : DVV made the changes as per expenditure for purchase of books and journals duly signed by CA.

4.2.6	Percentage per day usage of library by teachers and students 4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 300 Answer after DVV Verification: 14 Remark : DVV has made the changes as per average of students using library per day on 12/12/2018 , 13/12/2018 and 14/12/2018.
4.3.3	Available bandwidth of internet connection in the Institution (Lease line) Answer before DVV Verification : >=50 MBPS Answer After DVV Verification: <5 MBPS Remark : DVV has not considered provided bill of internet connection for the year 2019-20.
5.1.4	Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years 5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
225	0	100	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Provided report has not reflect the count of students benefited by Scheme.

5.1.5	Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	0	2	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.2.1	Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7	14	21	10	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	7	0	0

Remark : DVV has made the changes as per pro-rata basis of provided document for 2016-17 by HEI. DVV has not considered list of placement of outgoing students.

5.2.3	Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ 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: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
14	5	3	4	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

| 300 | 150 | 150 | 110 | 105 |

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
300	150	150	110	105

Remark : DVV has not considered Excel sheet.

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	4	2	2	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	1	0

Remark : DVV has not consider award receive from universities provided by HEI.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
28	26	16	178	12

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	2	2	2	1

Remark : DVV has considered only sports and cultural activities like essay writing competition, Poster Making Competition, Mehendi Competition and Inter Sports Competition. DVV has not considered those activities which we considered in 3.4.3 and 7.1.10.

5.4.3	Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
02	0	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

6.3.3	Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

6.3.3.1. Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
05	01	00	00	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
03	00	00	00	00

Remark : DVV made the changes as per report of Computer Training Programme for 2018-19.

6.3.4	Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	7	5	6	5

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

| 4 | 6 | 4 | 4 | 3 |

| 6.4.2 | Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs) |

6.4.2.1. Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
.1	.1	1.1	0.1	.1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
.11	0	0	0	0

| 6.5.3 | Average number of quality initiatives by IQAC for promoting quality culture per year |

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	2	1	1

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	2	1	1

| 7.1.1 | Number of gender equity promotion programs organized by the institution during the last five years |

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	4	4	4	4

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	4

	Remark : Provided report and photos has not reflect year by HEI.
7.1.9	Differently abled (Divyangjan) Friendliness Resources available in the institution: 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: D. At least 2 of the above Remark : DVV has not photo of scribes room and Photos of Rest Rooms not provide by HEI.
7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	3	3	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	2	2

Remark : DVV has not considered those initiatives which has conducted by NSS ans also in year 2019-20.

7.1.11	Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere) 7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	3	3	3

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

	Remark : DVV has not considered those activity organised by NSS for 2016-17. DVV has not considered list of activity.
7.1.17	Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years 7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
22	11	11	11	12 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
4	7	10	5	9	 Remark : DVV has made the changes as per pro-rata bases on provided report by HEI. Report of Teacher's Day Celebration , Celebration of Gandhi Jayanti , National Youth Day , Celebration of Statehood Day , Digital India Week Program not provided by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
23	23	23	23	23 | Answer After DVV Verification: | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
7	7	7	7	7	
2.1	Number of students year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
3756	3943	3580	3087	2582	

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3794	4014	3639	3115	2646

2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3775	3994	3622	3100	2632

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1878	1987	1802	1542	1309

2.3	Number of outgoing / final year students year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
699	499	722	738	481

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1109	952	782	736	604

3.1	Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
49	48	48	46	49

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
49	49	47	49	49

4.2	Number of computers Answer before DVV Verification : 151 Answer after DVV Verification : 2

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