YEARLY STATUS REPORT - 2021-2022

Part A
Data of the Institution

1.Name of the Institution	SCVB GOVERNMENT COLLEGE ,PALAMPUR
• Name of the Head of the institution	Dr. Pardeep Kumar
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01894235973
• Mobile No:	9418052580
• Registered e-mail	gcpalampur@gmail.com
• Alternate e-mail	gcpalampur-hp@nic.in
• Address	Government College , Palampur
• City/Town	Palampur
• State/UT	Himachal Pradesh
• Pin Code	176061
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**H.P.University**
• Name of the IQAC Coordinator	**Pankaj Sood**
• Phone No.	**9418473555**
• Alternate phone No.	**9418473555**
• Mobile	**9418473555**
• IQAC e-mail address	**gcpalampuriqac@gmail.com**
• Alternate e-mail address	**pankajsood1510@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://www.gcpalampur.ac.in/images/-2094722749AQAR_2020-21.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://www.gcpalampur.ac.in/images/109753090ACADEMIC%20CUM%20ACTIVITIES%20CALENDER%202021-22.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.50**	**2014**	**10/12/2014**	**09/12/2019**
Cycle 2	**B**	**2.19**	**2020**	**11/03/2020**	**10/03/2025**

6.Date of Establishment of IQAC	**10/10/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. College Palampur	Salary	Government of Himachal Pradesh	2021-22	70009131
Govt. College Palampur	Travel Expenses	Government of Himachal Pradesh	2021-22	6395
Govt. College Palampur	Office Expenses	Government of Himachal Pradesh	2021-22	299997
Govt. College Palampur	Medical Reimbursement	Government of Himachal Pradesh	2021-22	434995
Govt. College Palampur	Medical Reimbursement(Retired)	Government of Himachal Pradesh	2021-22	225698

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	6
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Website of the college was upgraded

Process of online admissions and fee payments was planned and implemented.

Process of taking feed back and its analysis from all the categories was streamlined

Process of submission of gender based/caste based grievances online was made functional .

Online teaching during lock downs was done through centrally managed software 'Great Learning Software' and 'Teachmint'.

All the labs /rooms/offices were connected through LAN cables with 10 MBPS high speed internet lease line.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Online Admissions	Completed
Upgradation of college website	Completed
Research facilities	Created
LAN cable Networking in the college	Created
online filing of grievances caste based /gender based	completed

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	17/01/2023

15.Multidisciplinary / interdisciplinary

The college follows the curriculum of the affiliating university i.e. H.P.U. Shimla.At present the college offers only some multidisciplinary courses like Environmental studies to all the stuydents of UG classes and Mathematics to Scince and Arts students.In addition to this basic training in ICT is being provided to all the students of the college in the first year for which slots in the time table are created so that every student of the college can get hands on training in the college IT Lab.

16.Academic bank of credits (ABC):

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

17.Skill development:

The collge is already running the courses related to the skill enhancement in the major subject of study of the students as per the guidelines of the UGC and the affiliating university.In addition to this

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

To promote /integrate the local language, art and culture, compulsory activities in the curriculum shall be added like literary activities/discussions/interactions/symposiums etc. in local language which will fetch extra credit to the student. Even at present, frequent field trips to local heritage sites and villages are organized to establish value of local culture and traditions. Cultural activities in local tradition has kept regional identity strong and intact, which otherwise is at risk in different parts of the country. Students are already being encouraged to take courses including Indian knowledge system based courses from platforms like SWAYAM

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

The students are provided with facilities to hone their skills in different fields

1. The declamations contests are organised regularly to improve their communicative skills.

2. College magazine 'PALAM BHAV DARPAN' which is printed every year provides a good platform to the budding writers of the college.

3.Skill based of the courses in Computational Physics give students an opotunity to get hands on training in programming languages and scintific wring softwares.

20.Distance education/online education:

The teachers use the online mode during vacations and to share online rersources with the students.Tests are also conducted online through various softwares like 'Quizzes','Kahoots' etc.Virtual labs like 'Amrita Lab,Java Labs ,Phet are regularly used in the college to clear the concepts by showing them various simulations.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**465**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**3735**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1546**

File Description	Documents
Data Template	[View File](#)

2.3	**1197**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**56**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**61**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**22**
Total number of Classrooms and Seminar halls	

4.2	**3748598**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**161**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

SCVB Government College, Palampur runs 24 UG courses in three

streams viz. Science , Commerce and Humanities in which students have freedom to choose elective courses of interdisciplinary courses, PG course in Economics and Self Finance Courses, BBA and BCA. College is affiliated to Himachal Pradesh University, Shimla and follows curriculum and academic schedule prescribed by the university. College plans its own academic calendar through IQAC available in college prospectus and website. Curriculum for these courses is designed by HP University, Shimla and some of the faculty aremembers of Board of studies of concerned subjects .Time table of the college is prepared by the time table committee every year which is displayed on notice board and college website for the students. Principal and Senior Faculty members of the Departments continuously monitor the entire process. Counseling of students is done with respect to syllabus, examination pattern, evaluation system every year and different activities carried out by different clubs and societies of the college such as celebrations of special days and students are also made aware of rules and regulations of college. The students are provided with the details about books in library, andequipments, apparatus and chemicals in Laboratories.Meritorious students of different fields are honoured every year in the Annual Prize Distribution Function.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

Thisinstitution strictly adheres to the academic calendar prepared by Himachal Pradesh University with respect to annualexamination and other activities such as sports and cultural activities.College has its own calendar for house examination ,class tests, unit tests, seminars, assignments etc. Most common method of teaching is chalk and talk besides audio visual aids such as LCD projectors etc.For admission, reservation roaster of State Government or HP University is followed by the institution. All latest schedules or information related to examination is uploaded on the college website and WhatsApp group of students and teachers. The faculty members prepare the lesson plans indicating thetopics to be covered lecture wise andthe evaluation process for each subject.This process isduly reviewed by the senior faculty in the department and approved by the head of the institution. It is then, made available to the students.

Time-Table committee of the college prepares the time table of each faculty "Science , commerce and Arts and BBA, BCA and MA (Economics)" for the number of credit hours for each subject prior to the commencement of the session.The performance of the students is assessed on a continuous basis by conducting mid term exams as per the H P University norms per session. In addition to the class tests, seminars and assignments are also the part of Continuous Internal Evaluation.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

24

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

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

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

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

324

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

324

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The aim of the college is not only effective curriculum delivery but holistic development of students throughdifferent curriculum. The

college tries to impartvalues and ethics among thestudents through different co-curricular and other activities conducted throughout the year. Differentactivities are organised throughout the year such assensitization programs, Women's day celebration , blood donation camps, awareness rallies and other programs the help students to know about the moral and social values. The institute alsosensitise the students towards gender equality andenvironmental consciousness. In addition, NCC, NSS, Red ribbon club, eco club and rovers and rangers promote human values and best qualities among students and among locality by organising different activities.

All important days are observed and celebrated every year and activities are organized to celebrateof these days.

Syllabus also have compulsory course Environmental Science in first year of each stream and few courses in of Botany and Zoology cover every aspect of Ecology, Environment and Sustainable Development . These courses lay emphasis on the importance and objectives of environment such as interrelationships, use of resource, economics, politics and their impact on the environment and environmental issues and their linkage to politics and development at the local, regional and global level; issues in environmental economics and natural resource economics.

The diferrent societies of the college also promotes cleanliness and hygiene among the students.

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

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

8

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

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

85

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.gcpalampur.ac.in/images/80311914 6Feedback_AQAR.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4530

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

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

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

1546

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

2.2 - Catering to Student Diversity

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

The prime objective of any educational institute striving to achieve excellence is to identify respective learning level of the students.

Students from different, social, cultural, Economical and educational background are admitted in our college. So, it is very much required to identify slow learners and advanced learners at the entry level. Then teacher assess the learning levels of students in the classes through oral and written tests. So in our institution such kind of student are dealt with very carefully. Teachers give them extra care. They provide them notes and books. Secondly most of the students of our institution comes from economically and social weaker sections. So every teacher tries to give them fees and free books. Remedial classes are arranged for slow learners. Similarly advanced learners are motivated to read more books, refer e-resources and listen to you tube lectures and also motivated for library sitting. Students are encouraged to participate and present paper in seminars organized by teachers in their classes. The college has introduced prizes for meritorious students which motivates and inspires them for their future endeavours in academic growth.

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

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

Number of Students	Number of Teachers
3735	61

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

1. Experimental Learning :-

1. youth parliament event was organised by department ofpolitical science. BA 2nd year students played the role of different ministers speaker and deputy speaker etc. in this youth parliament. and practically students learnt the functioning of the Indian parliament.

2. Research projects was given by the political science department to BA 2nd year students, topic was the impact of covid-19 on education, women, students, hotels, labour class, workers & shopkeepers etc. BA second year Political Science students went to different areas and took interview from various people and also collect information through questionnaires from these peoples.

1. Participative Learning :-

- In participative students get involved in various co-curricular activities
- Students involved in creative writing by composing poems, writing articles and stories for college magazine. In the way the shared their thoughts and gained participative learning .
- During Covid-19 NCC Cadets and NSS Volunteer played a very important role. He made people aware about this Pandemic and they distributed mask to the people. Even after Covid era NSS volunteers participated in so many activities like cleanliness, cultural.
- NCC volunteers celebrated their Diwali in orphanage Saliana village Near Rajpur.

During this year Seminar organized in college on NEP. Teachers and students all involved in it and learn so many things through sharing their experiences

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

In our institution, during Covid-19 every teacher has started use ICT. And classes conducted through Google meet and zoom app. WhatsApp groups were also created by teachers for teaching and shared YouTube lectures and PDFs related to their topics to students through these WhatsApp groups. If we talk about our college then our college is connected with high speed internet band width of 100 Mbps. Almost all departments of our college have at least one computer with internet facility. Teacher could take their classes in

smart rooms too.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.gcpalampur.ac.in/images/-1486729 798GeoTag%20Photos%20of%20IT%20labs%20and%20 ICT%20Facilities_compressed.pdf

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

2.3.3.1 - Number of mentors

56

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

2.4 - Teacher Profile and Quality

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

56

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

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

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

19

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

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

2.4.3.1 - Total experience of full-time teachers

728

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

2.5 - Evaluation Process and Reforms

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

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

File Description	Documents
Any additional information	View File
Link for additional information	https://exams.hpushimla.in/

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

Internal examination is an integral part of every educational institution. It plays a significant role to assess the capability of students. Our institution conducts mid-term exam during the month of December every year to ascertain the accomplishments and attainments in of the students in educative growth. In the year 2021 exams conducted successfully under proper date sheet in the month of December 2021. Fail students were again deal by their respective Class teachers. Extra classes were conducted and Papers were also again conducted for fail students in the class.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Outcomes courses and programs are the part and parcel and integral component of every educational institute at present time. Apart from regular degree courses, many other courses such as two Add on courses in JMC and some add on courses under government schemes and self financed courses such as BBA, BCA are being run in this institution successfully to facilitate students belongings to different parts of society. Its main objective is to enable them find employment and opportunities for themselves or to acquire skill in the desired professional field of their interest. This courses provide wider and wider choices for the students in choosing their future plans of vocation and entrepreneurship.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

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

649

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.gcpalampur.ac.in/IQAC_detail.aspx?catg=7

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

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

3.2 - Research Publications and Awards

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

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

12

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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

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

11

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

Extension Activities are all those activities which are carried out by NSS/NCC/Sports/Red Ribbon club, eco club, Rovers and Rangers and other extracurricular activities by clubs and societies of the college. National Cadet Corps develops the leadership qualities, build character and discipline and many more good qualities in the cadets, besides, training and motivating cadets to join armed forces in order to serve the country. NCC cadets participate in Republic and Independence days Parades, cleanliness drives, awareness programs and celebrate special days such as Kargil Vijay Diwas, days related to Captain Vikram Batra and appear in "B" and "C" certificates examinations. N S S : Education through community service is main objective of NSS. NSS helps in developing a sense of participation in nation building, helps students to understand social environment and develop their personality.as well as sense of responsibility, tolerance and cooperation. NSS Conducts the regular activities and the special 7 days camp. Celebration of important days, Cleanliness Drives and many more activities. Red Ribbon Club aims at creating awareness about AIDS and other health issues among the students and educate them about preventing measures through and Rallies lectures on burning health issues. Eco-Club and Campus Beautification Committee of the college carry out awareness programs about green and clean environment, organize tree plantation drive and their nurturing as well as Cleanliness drives

File Description	Documents
Paste link for additional information	https://www.gcpalampur.ac.in/photo_gallery.aspx
Upload any additional information	**No File Uploaded**

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

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

17

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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

4

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

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

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

276

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

3.4 - Collaboration

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

0

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

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Following its vision statement the institute always keeps up the environment that is suitable for students' holistic development. Our college is committed to provide the best of the infrastructure to our learners through the committed efforts of different committees and institutional bodies like IQAC along with the cooperation of faculty members and management. We have 22 clean and spacious classrooms out of which 6 are lecture theatres and 16 are classrooms cum seminar halls including 2 smart classrooms/ seminar halls equipped with audio-visual facilities. in addition to these we also have 6 well equipped science labs, 4 labs having ICT facilities, media lab and video recording room(114). College also have WiFi enabled campus, health club, girls common room, gymnasium equipped with latest equipments, play ground and courts, botanical garden and large cafeteria.

College has an automated library with RFID system and has8858 books. We have a subscription of 5 peer reviewed journals. Library is also equipped with facilities for searching book catalogues, viewing e-journals and online learning resources.

Specialized facilities:

- For physically challenged students we have a provision of wheel chair, ramp and stretcher.
- For visually impaired students we have Braille Books.
- Computers with latest version of GIS software and specialized instruments of geography.
- Girl's toilets are fitted with Sanitary Pads dispenser and incinerators.
- Beautiful Girls hostel.
- Staff Quarters for Principal and Staff.
- CCTV cameras in all prominent corners and electronic display board in the lobby are further facilities.
- Staffrooms are equipped with adequate number of computers and printers

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gcpalampur.ac.in/images/-457455686Geo%20Tag%20%20%20Photos%20Infrastructure_compressed.pdf

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

In addition to learning facilities college is well equipped with facilities for co-curricular and extra-curricular activities which are carried out throughout the year.

All our co-curricular and extra-curricular activities are carried out in the main Hall (315) or on dais in open stage inside the campus. Conference room is well equipped with latest audio-visual facilities and is used for conducting seminars/ lectures/ awareness programmes. Students can conduct their meetings/ activities with prior permission from Principal in earmarked classrooms.

In the sports domain we have common ground for Outdoor Sports like Football, Volley ball, Hockey, Cricket etc. and a dedicated Basket ball court and 2 badminton courts. we also have facilities for indoor games like table tennis tables , chess boards, carom boards etc and a Yoga cum Activity Room is also available in the campus. We have a well equipped gymnasium which is equipped with fully automatic treadmill and cycle, leg curl machine; cross-bar etc. special mats for Kabaddi and taekwondo are available in the college.

College has dedicated cells for NAAC and UGC Committee, Career Counseling and Placement Cell of the college, First Aid Committee, NSS, NCC, Rovers and Rangers, Red Ribbon Club, IGNOU centre of the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gcpalampur.ac.in/images/156452831 8Geo%20Tag%20Sports%20Facilities.pdf

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

17

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

3748598

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

4.2 - Library as a Learning Resource

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

One of the most important locations on any institution is the library that serves as a nerve centre of academics. Our college library has a huge collection of Text books, Reference books and others books with foreign, peer-reviewed e-journals. The reading room is well furnished to accommodate 50 students at a time and provides conductive environment for study. A visitor record is

maintained for students and faculty members, New Arrivals of books and journals are displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras. The library is a member of N-list consortia of information library network (INFLIBNET) under this consortia library provides more than 3135000+ e-books and 6000+ e-journals to students and faculty members. Library also subscribes to approximately all leading newspapers (Hindi+ English) and magazines. The library is automated with integrated library management software SOUL 2.0of INFLIBNET. . The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided where the users can search the collection of books by title, author, publisher etc. The books are being bar coded and the users are given unique barcode ID.

Initiatives taken by the College are the following:

1. Free WI-FI, internet access, download and printout facility have been provided.

2. Books are issued to needy and poor students for entire session on recommendation by their tutor.

3. Display of new books.

4. Proper system of feedback from users to improve library services.

5. System of recommendation for purchase of books through Departments.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

206231

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

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

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

118

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

College continuously strives to provide state-of-the-art technologies and update its ICT facilities to ensure efficient functioning. There are different digital technological facilities available in the college. There are 04- computer labs (IT Lab, BCA Lab, Maths Lab and Language Lab), 01-digitally equipped conference

hall and 17-digitally equipped class rooms either with digital podiums or LCD projectors with accessories or both in the college. The college campus is facilitated with the Wi-Fi connectivity. Two connections of 100 Mbps and an Additional 10 Mbps LAN Connectivity has been taken from BSNL. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. There are computer consoles for students in library to access online resources. College library also has RFID facility. College has also purchased fully functional online admission software. The maintenance of the labs is done by calling the technicians as and when required.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gcpalampur.ac.in/images/-1486729 798GeoTag%20Photos%20of%20IT%20labs%20and%20 ICT%20Facilities_compressed.pdf

4.3.2 - Number of Computers

161

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

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

3748598

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

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

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

- **Classroom management: Classroom are managed with proper systems and procedures as recommended by college advisory committee . It is followed keeping in mind the modern teaching learning environment.Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis,proper reporting system about repairs and replacements are done regularly.**
- **Laboratory: Labs are provided with 24/7water facility and equipped with fire extinguishersto assure protective measures to minimize the causalities. General Instructions to students regarding the safe and secure usage while in the laboratory are communicated daily.**
- **Library: College LIbrary has its own mechanisms and system in place to identify the purchases based on the courses offered, check on the facilities to be provided for the students and the staff.Yearly statistics for utilization of library resources helps in collection development policy of the library.**
- **Sports: Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and intercollegiate level.**
- **Computers: Maintenance of computers (Hardware and Software), updating software related to administrative and overall**

maintenance of campus infrastructure are done in consultation with techynical committe of the college.

- **The well-defined purchase policy developed by the CollegePurchase Committee looks after all the purchases in the college.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

90

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

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

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

0

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

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

B. 3 of the above

File Description	Documents
Link to institutional website	https://www.gcpalampur.ac.in/images/-1486729 798GeoTag%20Ph
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

186

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

186

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

58

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

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

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

1

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

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

9

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

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

CSCA works in tandem with the college authorities.College has a nominated College Students Central Association/(CSCA). It is constituted by the college on the basis of their performance in the University Examination as per the instructions given by the Himachal Pradesh University Shimla. The executive members of the CSCA include students from Rovers and Rangers, Eco Club, Red Ribbon Club, N.S.S. Unit, Sports and Culture and outstanding students of clubs/ cells/ societies. CSCA Executive Council plays a pivotal role in smooth running of the affairs of the college and also in improving institutional efficiency. Members of these bodies hand over their genuine demands/grievances to Principal.NSS organised 7 days camp,Swachh Bharat abhiyan and Seva saptah along withparticipationin Himachal Pradesh state hood dayetc. NCC cadetsof the college also participated in CORONA VIRUS AWARENESS Programme, AAZADI KA AMRIT MAHOTASAV, Road safety Programme etc . .Rovers and Rangers participate actively in Annual State Level Moot,March Past . Eco-Club organise various activities such as cleanliness and plantation drives etc. Red Ribbon Club organisedAIDS day,blood donation camps, vaccination drive etc.The College Magazinen"Palam" provides a platform for young budding poets and writers to expresstheir views in different sections of the magazine.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

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

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

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

5.4 - Alumni Engagement

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

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

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The policies on different aspects of higher education provided by multiple institutions (GOI, Govt Hp, UGC, NAAC, HPU) along with inputs from stakeholders and the staff at local level forms the overall vision and mission of the College.Our constant effort is to provide a safe and conducive learning environment for under privileged rural and semi- urban students, especially girls who aspire forhigher education. The institute envisions delivering holistic education that brings transformation of body mind and soul. We aspire to enhance the skills of our students in achieving excellence in life and aim to orient the students to become a responsible citizen s of the nation.

The main focus is on the quality of higher education that not only adds knowledge, capabilities and creativity but also takes care of ethics, inclusivity and excellence to transform the society. The policies of the college on different criteria of quality of education are formed in number of staff meetings under the chairmanship of the principal. The decisions arrived with consensus are implemented through committees with clear cut distribution of duties and accountability.

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

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

IQAC of the college coordinates with all the committees and maintains all the data/ record of every activity. Suggestions or recommendations of the IQAC are implemented after approval by College advisory Council. .

The decision to start add-on courses was taken to provide job-oriented skills to students and today we find that two add on

courses is adding to academic flexibility in the college.

Proposals for all round development of the college and for the betterment of the students are prepared by IQAC, College Advisory Council and various cells. College Advisory Council ensures smooth administration/functioning of college. There are more than 50 administrative committees which look after the job assigned to them. Details of administrative committees are available in prospectus of the college on website of the college. This clearly reflects the practice of decentralization and participative Management.

Sports Advisory Committee prepares the sports calendar and in charges of different games. Self Finance society monitors and manages the self financed BBA and BCA courses.

One of the important mechanisms of fulfilling our vision enumerated above is through teaching

learning. Therefore, the decision to develop ICT infrastructure in classrooms was taken and today we have …………smart classrooms.

File Description	Documents
Paste link for additional information	https://www.gcpalampur.ac.in/Administrative_committee.aspx
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is focused to create and enhance the infrastructural facilities which are necessary to maketeaching and learning process effective. Therefore, attention is paid to design and implement concreteplans in order to develop cost effective and sustainable infrastructure service available to all kinds of users. During pandemic college has upgraded its e-learning resources and used Great learning platform (Olympus) for online teaching. This Platform records the lectures given by teachers, attendance ofstudents with duration as well as send notification to students about online class through email.

The college formulates its plans as per the directions issued and letters received from Himachal Pradesh government, H.P. University and the Department of Higher Education, H.P. besides UGC, RUSA, MHRD

etc. Therefore all the activities, i.e., academic, sports, cultural, co curricular, and extra-curricular arecarried out according to the notification and guidelines issued.

College advisory council and IQAC in consultation with Principal and staff formulate and implement the plan during the session. IQAC prepares annual calendar and maintains records of all the activities of thecollege. The library also upgraded itself to e- learning tools and e-resources.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.gcpalampur.ac.in/images/10975309 0ACADEMIC%20CUM%20ACTIVITIES%20CALENDER%202020 21-22.pdf
Upload any additional information	No File Uploaded

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

The Principal is the administrative and academic head of the institution. The Principal ensures theeffective transaction of institutional processes and runs the college as per rules and policies of theDepartment of Higher Education, Govt. of Himachal Pradesh and as per ordinances of H P University,Shimla.

The Principal, Advisory Council, IQAC and Conveners of administrative committees monitor the entire work process of the college. The Cultural and Co curricular Committee along with Faculty members are responsible for all the intra and inter college cultural events. NSS, NCC , Rovers and Red ribbon club aim to deliver to the society in numerous ways. The Career Guidance and Placement cell looks after the career prospects and placement of the students. The Examination Committee helps in smooth conduct of the examinations.

Recruitment of teaching faculty is done by Government of Himachal Pradesh through the Public Service Commission (HPPSC) Shimla and non-teaching staff through Subordinate Selection Board and other State Procedures. Promotion of staff is done as per the rules laid down by Govt. of Himachal Pradesh.

File Description	Documents
Paste link for additional information	https://hpuniv.ac.in/upload/uploadfiles/files/2%20Vol_I_18_12_2015(1).pdf
Link to Organogram of the Institution webpage	https://www.gcpalampur.ac.in/images/13192035546.2.2%20organogram.pdf
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

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

1. Medical reimbursement of medical bills as per state rules.

2. Medical Leave 10 days medical leave with full pay.

3. Twelve days of Casual leave for all the employees per year.

4. 20 days of Earned leave to teaching staff and 30 days to non[1]teaching staff.

5. All the Employees are covered under group insurance scheme by

paying a premium of Rs. 120/month.

6. Retirement / death gratuity, leave encashment and pension is provided to employees after retirement.

7. LTC as per state Govt. rules. 8. Withdrawal of G P F –up to 75 % twice a year for miscellaneous purposes like education fee, daughter's marriage etc. One time 90 advance can also be availed for building of house or repair of ancestral house.

8. Study Leave to teachers as per the rules of Directorate of Higher Education of Govt. of Himachal Pradesh.

9. Maternity /Paternity Leave as per norms of CCS leave rules. Page 46/63 01-09-2022 12:39:39 Annual Quality Assurance Report of SHAHEED CAPTAIN VIKRAM BATRA GOVERNMENT COLLEGE

10. Academic/Duty Leave to Teachers for H P university examination, evaluation duties

11. Special duty leave for attending refresher / orientation Courses/ faculty development / induction programs etc.

12. TA/DA asper the rules of H P Govt.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

5

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

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

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

33

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

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

Performance appraisal of teaching and non teaching staff by Institute is a systematic and periodic process in which job performance and productivity of employee is assessed. Being a government college of H P, all guidelines and regulations of Department of Higher Education of H P with respect to performance appraisal are strictly followed. All employees fill up the ACR annually every year and submit it to the Principal. There are four prescribed stages for promotion from Assistant Professor to Associate Professor. Stage 1 (AGP Rs 6000) to Stage 2 (AGP Rs 7000)- Four years of service with Ph.D./ Five years of service with M. Phil./ Master Degree with 6 years of service.. Stage 2 to Stage 3 (AGP Rs 8000) - =- Completion of five years of service in Stage 2 Stage 3 to Stage 4(AGP Rs 9000) Completion of three years of service in Stage 3. All these promotions are carried out by Departmental Promotion Committee (DPC) constituted by the Department of Higher Education subject to fulfillment of conditions laid down by the university and UGC such as Orientation and Refresher courses and teacher training courses in a time-bound manner. Associate Professor is promoted to Principal according to seniority subject to qualification of Departmental examination.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

All records related to finances and other matters are maintained properly in a systematic and transparent manner. Internal and External financial audits are conducted regularly. Team from the office of Accountant General conducts the audit of all the funds received from the Government from time to time. Audit of RUSA fund, fund of self finance courses and of NSS (fund received for regular activities and seven days special camp) is done by at the end of the financial year by the local auditor as per the financial rules and regulations. Fundgenerated from Self Financing courses aremanaged by its Coordinators and is subject to audit by internal committee or CA. The RUSA Fund is used under three Heads (like Infrastructure, Renovation, Equipments, New Construction etc.) as suggested by the Director, RUSA as per norms set by MHRD, New Delhi. The funds received under Equity (RUSA) scheme has been used for the welfare of the students. The PTA fund is audited by the Local Auditor at the end of the financial year. Last audit of PTA fund was done on 31st March 2020 and self financing fund on on 31st March 2021 by CA Manu Sharma(UDIN No21509034AAAADE7993 and PROP- 509034).. Last Audit of Government fund was done by Team from AG office on 29/9/2021 vide letter no EDN-KGA GCP/2020-21/661-664. Stock verification of every department or cell is carried out every year before 31st March by stock verification committees constituted by the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

93.66

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

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

The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure. The main sources of funds are fees collected from students, grants from the State Government and the UGC, interest on fixed deposits, fines and other miscellaneous income. Funds received under different heads are maintained in separate registers. Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards, website and through text messages. . The Principal in consultation with the Purchase Committee, RUSA Committee follows the formalities for utilization of funds. All purchases are made after inviting requisite number of quotations and their proper scrutiny by purchase committee, bursar and approved by Principal. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including appointment of part time workers, infrastructural up gradation and maintenance, enhancement of teaching learning environment, faculty development etc. The salary bills of the teaching and non-teaching employees are met by the Govt. of Himachal Pradesh and processed by treasury. The upkeep and maintenance of the college are done through the Amalgamated fund (A.F) and P.T.A Fund.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the

quality assurance strategies and processes

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

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

IQAC is a significant administrative body of any educational institution which is responsible for all quality matters. Soleresponsibility of IQAC to initiate, plan and supervise various activities that are necessary to increase the quality of the education imparted incollege. IQAC plays an important role in maintaining quality standards in teaching, learning and evaluation.IQAC conducts regular meetings to review the overall progress of the college. Teachers in the beginning of the session go through the syylabus of coursesand do the necessary preparation for teaching. Meetings of faculty membersresult innew and best methods of teaching.Teachers also pay the role of mentor in solving the problems of students.The students are encouraged to visit the library on regular basis toimprove their knowledge andmental abilities. Communiation skills and and personality development

sessions are aaranged in Language lab. Different magazines and newpapers in the library helps in increasing thier general knowledge which is very importantwith respect to their career aspects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

SCVB Govt college promotes fairness in education irrespective of gender. Main objective of gender equality is to provide fear free atmosphere so that everyone can pursue their education without discrimination or harassment and potential of student can be tapped. College has constituted a number of committees (anti ragging committee, committee for prevention of sexual harassment at work place, Women Grievance and Redressal cell etc) which work for

providing equal opportunities to everyone in every field so that their leadership capabilities are enhanced and can play an important role in administration(admission, sports or cultural activities).These committees work as per the UGC guidelines and ensure gender equality, elimination of ragging, anti-discriminatory behaviour and any kind of harassment. These committees are empowered to safeguard the interest and rights of women and address the complaints filed in this context in time bound manner. Awareness programs make the girls, women and everyone aware of different health and social issues, Methods for fostering gender equity are as follows

- Provide all necessary facilities / opportunities for studies and personal growth to girl students and equal opportunities in learning and career advancement
- Organize Awareness programs
- Ensure safe and secure environment
- Separate Common rooms, wash rooms for girls and female staff members.
- Complaint box outside the Principal's office.
- CCTV cameras to check Eve-teasing, students rage, violence in any form, outsiders' entry etc.
- Sanitary pad Vending Machines and incinerators in wash rooms of female staff members and girls
- Indoor games and magazines in girls common room.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

College has different methods of disposal of solid waste, liquid waste, e –waste and chemical waste in order to reduce the adverse effects of waste on health and environment.

Solid Waste Management involves regular cleaning by sweepers and monitoring of cleanliness by committees of teachers floor wise. Garbage is collected class room wise and floor wise and garbage from Small dustbins is then put in to bigger dustbins. Then, biodegradable and non-biodegradable wastes are segregated. Biodegradable waste is put into pit of Vermicompost unit along with leaves and waste of plants and trees. Manure so obtained is used in flowering pots and fields. Students are encouraged to throw waste in dustbins kept in every classrooms or corridors.

College has declared the campus a plastic-free zone. Green and blue coloured dustbins are installed in campus for wet waste dry waste. A solid waste incinerator is also installed to destroy solid waste without evolution of harmful gases and smoke. In addition, girl's and female staff washrooms have sanitary pads incinerator to destroy used sanitary pads.

Liquid waste generated by Canteen is put into pit behind Canteen and liquid waste from science labs is put into the pit outside the chemistry labs through separate pipes. Sewerage disposal is done in the septic tanks.

E-waste management: All E-Waste related to Computers and its accessories is either returned to supplier or it is handed over to Garbage collecting vehicle of MC. All E-waste is managed as per Govt. Rules.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

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

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

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit | **E. None of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**A. Any 4 or all of the above**

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

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

With an aim of improving society and making a better tomorrow, students are encouraged to join the different social outreach units

of the college which work actively with people from diverse socio-cultural backgrounds. Students are sensitized to tolerance and pluralism through lectures. College starts various programs to promote responsibilities, leadership qualities, communication skills etc. Practices adopted by college:

- Special privileges to students of ST/SC/OBC category
- Relaxation in Age and percentage at the time of admission
- Scholarships by State and central Governments
- Promotion of social responsibilities and leadership roles among its students and staff through Awareness programs, co-curricular and cultural activities of clubs and cells, gender sensitization programs such as competitions, rallies & lectures on AIDS Awareness day (December 1), Intl. women day(March 8) and many more.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

The College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. At the beginning of session, Principal and Teachers conduct counselling session for 1st year students to make them aware of the core values and ethos of the Institution, duties and responsibilities of citizens and various events are organized throughout the year in this regard. These events are conducted by NSS, NCC, Red Ribbon Club, Rovers and rangers, ECO-Club and some departments .

Department of Political Science celebrates Constitution Day or Samvidhan Diwas (November 26) every year and organizes various activities such as Quiz/Essay Writing/slogan writing/Painting Competition etc. to aware the students about constitutional obligations, rights, duties and responsibilities of a citizen.

The World AIDS Day(December 1)

Red Ribbon club organizes AIDS Awareness rally, blood donation camp and take part in events organized by the Dept. of Health and Family

Welfare Dist., Kanga. Volunteers of NSS, Cadets of NCC and Rovers and Rangers carry out Cleanliness drives, Tree Plantation drives, Swachh Bharat Abhiyan, and celebrate world Yoga Day, Teacher's day, Children Day and Independence day every year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	[View File](#)

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

Main purpose of celebrating national or international commemorating days, events and festivals is to make students aware of history, traditions, great practices of India and importance of the events. Thus, celebrating momentous contributions of historical figures to freedom and justice inspires the youth. However, due to COVID-19 Pandemic, some of the events were organized through online mode such as International Women day on March 8 to honour the historical and

contemporary struggles of women for empowerment, International Yoga Day on June 21, Independence day on August 15, Hindi Divas on September 14 to mark the adoption of Hindi as the Official Language of India, World AIDS Day on December 1 to educate students about HIV/AIDS, National Mathematics Day on December 22 to commemorate the birth anniversary of great Indian mathematician S. I Ramanujan, Swachh Bharat Abhiyan on October 2 to fulfil the one of the cherished dream of Mahatma Gandhi besides celebrating some festivals of India with great fervour and enthusiasm.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice-I

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

Best Practice-II

Many children and adults suffering from disability are generally excluded from main stream social activities . So our College has inculcated a best practice in our students to celebrate the Indian festivals such as Diwali, Dushera, Holi etc. with these peoples at a village [Saliana] where orphanage is housed and it is managed by RED CROSS SOCIETY. The celebrations include many activities like games, dancing, singing etc.The prime objective of activity is to include these people in the main stream and give them boost in their

confidence so that they are no way inferior to others.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

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

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

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. Upgradation of college software to make the office work

paperless.

2. Organisation of conferences/workshops for the benefit of students and faculty.

3. To speed up the work of new academic block and to make the college ground fully functional.

3. To request the government to provide funds for construction of auditorium

4. To start PG courses in more subjects and one professional course PGDCA in Computers.

5. Annual Maintenance Contract forComputers/Electric Complaints/drinking water and sewrage facitlities

6.Upgradation of Gymnasium and sport facilioties

7. Introduction of Institutional level scholarships in the college.

8. Increase in height of Railings on sides of corridor in order to prevent any untoward incident

9. To conduct more programs or events in order to spread awareness about environment, cleanliness, health, AIDS, gender sensitization, etc

10.Strengthening of Alumni Association.

11. Renovation of Vermicompost Unit,Solid Waste incinerators and other incinerators

12. Installation of more CCTV cameras for better surveillance .

13. To organise awareness programmes for the teaching and non teaching staff of the college for quality enhancement.