

The Annual Quality Assurance Report (AQAR) 2015-16



Government Degree College Sarkaghat (H.P)

Submitted to



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

Part – A

AQAR for the year

2015- 2016

I. Details of the Institution

1.1 Name of the Institution

Govt. Degree College Sarkaghat

1.2 Address Line 1

Village Barchwar Post Office Sarkaghat

Address Line 2

Tehsil Sarkaghat

City/Town

Mandi

State

Himachal Pradesh

Pin Code

175024

Institution e-mail address

gsarkaghat-hp@nic.in

Contact Nos.

01905-230004

Name of the Head of the Institution:

Rattan Chand Kaushal

Tel. No. with STD Code:

01905-230004

Mobile:

+919418480075

Name of the IQAC Co-ordinator:

R.C. Thakur

Mobile:

+919418164967

IQAC e-mail address:

iqac.rntgcs@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

NAAC/DS/RK/64-EC/2013 dated 9 July,

1.5 Website address:

www.rntgcs.com

Web-link of the AQAR:

iqac.rntgcs.com/aqar2015-16.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	68.15	2005	from: 2005 to: 2010
2	2 nd Cycle	B	2.11	2013	from: 2013 to: 2018
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

12/06/2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- AQAR 2013-14 submitted to NAAC on 18-10-2018
- AQAR 2014-15 submitted to NAAC on 29-10-2018
- AQAR_____ (DD/MM/YYYY)
- AQAR_____ (DD/MM/YYYY)

1.9 Institutional Status

☒ University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Himachal Pradesh University Shimla

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

DST Star Scheme

UGC-Special Assistance Programme

UGC-Innovative PG programmes

UGC-COP Programmes

UGC-CPE

UGC-CE

DST-FIST

Any other (*Specify*)

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="-----"/>
2.4 No. of Management representatives	<input type="text" value="-----"/>
2.5 No. of Alumni	<input type="text" value="-----"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="04"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text" value="01"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="1"/>	Faculty	<input checked="" type="checkbox"/>
	Non-Teaching Staff	<input checked="" type="checkbox"/>	Students	<input checked="" type="checkbox"/>
	Alumni	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Seminar on CBCS
- The Hindi Diwas was celebrated on 14th Sept., 2015 on the theme 'Hindi Rashtra Bhasha Ke Roop Mein.' On this day the debate and Poetic competition was conducted.
- The safety Hand Books for Women was distributed.
- Free Medical Check Up Camp for girl students was organized.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To celebrate the of Important Days	1. The Hindi Diwas was celebrated on 14 th Sept., 2015 on the theme 'Hindi Rashtra Bhasha Ke Roop Mein.' On this day the debate and Poetic competition was conducted.
2. To equip Library with latest books and periodicals	2. During 2015-16, 3355 books purchased of worth Rs. 2,50,000 /- under RUSA and UGC funds and the library was also linked with INFLBIET for e-books and e-journals and e-magazines.
3. To provide financial assistance to the students belonging to the weaker sections of the society as an equity initiative under RUSA scheme.	3. A grant of Rs. 144451/- was received under Equity Initiative Scheme of RUSA. This amount was spent on , A safety Hand Book for Women Free Medical Check Up Camp for college girls and for the scholarship for SC,ST,IRDP and OBC students.
4. To encourage teachers for participation and presentation of papers in Seminars and Conferences of International and National repute and publication of papers in reputed journals.	The four research papers were published in international journals and one paper was published in national level journal.
5. To encourage students for active participation in sports and cultural activities.	<ul style="list-style-type: none"> • Three students participated in the inter-university basket ball championship. • Cadet Amit Kumar got silver medal in Ship Modelling and cadets Amit Kumar, Sahil Parwari and Jagwinder Singh participated in Republic Day Parade at Rajpath in New Delhi. • A 7 day NSS camp was organised from 24-01-16 to 30-01-16 in which a rally was held on theme "BETI HAI ANMOL". • Four Rovers participated in parade at Ridge Ground, Shimla.
6. Establishment of Higher Education Institute Society	Higher Education Institute Society was registered on 9 th March,2016 under Himachal Pradesh Societies Registration Act,2006.

* Academic Calendar has been attached as Annexure-I.

2.15 Whether the AQAR was placed in statutory body

Yes

☐

No

☒

Management

☐

Syndicate

☐

Any other body

☐

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2	NIL	NIL	
UG	3	NIL	2(BBA &BCA)	
PG Diploma			1(PGDCA)	
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8
Trimester	
Annual	

1.3 Feedback from stakeholders*

(On all aspects)

Mode of feedback :

Alumni ☒ Parents ☒ Employers ☐ Students ☒

Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The CBCS was implemented w.e.f. session 2013-14 and it was updated RUSA Part-II for the session 2015-16. The syllabi were revised by BoS (Board of Studies) a statutory body of H.P. University as per the requirements of CBCS.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
33	30	03		

2.2 No. of permanent faculty with Ph.D.

09

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
								04	17

2.4 No. of Guest and Visiting faculty and Temporary faculty

09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/			
Presented papers		08	
Resource Persons			

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

The Conventional teaching method is supplemented by new teaching aids by the use of ICT, classroom seminar and tutorials are used for the students for making learning process easy and interesting.

2.7 Total No. of actual teaching days

90 days per semester

during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

01

2.10 Average percentage of attendance of students

79%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. 3 rd Year	210					93
B.A. 3 rd Year	196					85
B.Com. 3 rd Year	142					98
M.A. Economics	25					100
M.A. Pol.Sci.	29					100
PGDCA	18					94
BCA	58					83
BBA	13					100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-----
UGC – Faculty Improvement Programme	-----
HRD programmes	-----
Orientation programmes	-----
Faculty exchange programme	-----
Staff training conducted by the university	-----
Staff training conducted by other institutions	-----
Summer / Winter schools, Workshops, etc.	03
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11	05	-----	-----
Technical Staff	03	02	-----	-----

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The teachers of the institution are encouraged and allowed to participate in national/international conferences in their respective subjects in order to develop research attitude amongst them. The government has also allowed 14 days' special leave to the teachers in a year for the participation and paper presentation in conferences. The institution is also planning to purchase scientific instruments out of the grant received under RUSA to enhance the research facilities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	----	----	-----	-----
Outlay in Rs. Lakhs	----	-----	----	-----

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-----	-----	-----	-----
Outlay in Rs. Lakhs	----	-----	-----	-----

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	01	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	----	----	----	----
Minor Projects	----	----	----	----
Interdisciplinary Projects	----	----	----	----
Industry sponsored	----	----	----	----
Projects sponsored by the University/ College	----	----	----	----
Students research projects	----	----	----	----
Any other(Specify)	----	----	----	----
Total	----	----	----	----

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences
organized by the Institution

Level	International	National	State	University	College
Number	---	---	---	---	
Sponsoring agencies	----	---	----	----	

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-----
	Granted	-----
International	Applied	-----
	Granted	-----
Commercialised	Applied	-----
	Granted	-----

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Distt.	College
-----	-----	-----	-----	-----	-----	-----

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level

International level

3.22 No. of students participated in NCC events:

University level

State level

National level

International level

3.23 No. of Awards won in NSS:

University level

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

National level

International level

3.25 No. of Extension activities organized

University forum

College forum ☒

NCC ☒

NSS ☒

Any other

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

- A free medical check up camp for girl students was organized in the college and free medicines were distributed to them.
- An awareness rally was organized on the theme “Beti Hai Anmol” from college campus to Nabahi Devi to make people aware about the issues of girl child.
- An awareness rally for youth was organized on drug abuse and its ill effects.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20 acres			
Class rooms	15			
Laboratories	08			
Seminar Halls	01			
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	3042560	876615		3919175
Others				

4.2 Computerization of administration and library

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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12148	---	3019	225000	15167	---
Reference Books	1350	-----	336	25000	1686	----
e-Books	Accessed through INFLIBNET					
Journals	06					
e-Journals	Accessed through INFLIBNET					
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	36	02	Available	02	02	01(No.of computers= 04)	07	-----
Added								
Total	36	02		02	02	04	07	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

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4.6 Amount spent on maintenance in lakhs :

i) ICT	
ii) Campus Infrastructure and facilities	19.22
iii) Equipments	8.76
iv) Others	
Total:	27.98

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- A number of seminars were organized in the institution to make the students aware about the newly introduced Choice Based Credit System and revised CBCS system under RUSA.
- The university also took important steps for the online submission of examination forms. The IQAC also took steps for making the students familiar with these initiatives.

5.2 Efforts made by the institution for tracking the progression

The achievements of the students are recognised and rewarded in the annual function of the institution. The students are always encouraged to do their best in curricular and extra-curricular activities whereas the progression is monitored by the subject teachers through internal exams, assignments, quizzes, declamation and essay writing. Special attention is paid to the students who are poor in their basic concepts.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2297	60	----	----

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

No	%
917	38.91

Men

Women

No	%
1440	61.09

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1655	430	44	220		2349	1509	582	25	241		2357

Demand ratio 0.0033% ↑

Dropout %

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Students were provided support in terms of timely information about competitive exams. A large number of books, newspapers, and magazines are made available in the library for this purpose, so that the students can excel in their career arena.

No. of students benefitted

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

A declamation contest was held on 17-10-2015 in PTA Hall on the topic "Gender Equalities."

5.9 Students Activities

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

State/ University level

03

National level

International level

No. of students participated in cultural events

State/ University level

National level

International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level

National level

International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

		Number of students	Amount
Financial support from institution			
Financial support from government	Post Matric Scheme for OBC Students (Fresh)	36	88572
	Post Matric Scheme for OBC Students (Renewal)	43	123988
	Dr. Ambedkar Post Matric Scheme for Economically Back ward Classes Students (Fresh)	46	105060
	Dr. Ambedkar Post Matric Scheme for Economically Back ward Classes Students (Renewal)	02	6332
	Post Matric Scheme for SC Students (Fresh)	26	98861
	Post Matric Scheme for SC Students (Renewal)	52	239232
Financial support from other sources	Dile Ram Memorial Scholarship	02	2000
Number of students who received International/ National recognitions			

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No such grievances.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Our vision is to become a preferred institute and a hub of academic and professional activities so that the students of rural background may have state of the art quality education at their door steps.

Mission: Our mission is to make students grow personally and professionally to their full potential. To inculcate in the students the right values, attitude, skills and knowledge needed for success in life.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

The institution does not have any role in the formation of curriculum as the curriculum is designed by BoS (Board of Studies) a statutory body and implemented by the university.

6.3.2 Teaching and Learning

One of the significant developments in the teaching-learning process in the session 2013-14 has been the implementation of Choice Based Credit System (CBCS) programme by the HP university under RUSA in which the students have a choice to choose courses with inter disciplinary from the prescribed courses which are referred as core, elective or minor or soft skill courses and they can learn at their own pace and the entire assessment is grade-based on a credit system. The basic idea is to pay attention to the needs of the students so as to keep up-to-date with development of higher education in India and abroad. CBCS aims to redefine the curriculum keeping pace with the liberalization and globalization in education. CBCS allows students an easy mode of mobility to various educational institutions spread across the world along with the facility of transfer of credits earned by students. The system also has a significant element of teacher evaluation by students to foster a responsibility of the teacher towards what is being taught, and provisions like spoken tutorials are also available for students under the system. For making teaching and learning more effective, the teachers are encouraged and advised to make use of innovative teaching learning practices like use of e-learning resources and power point presentation. For this internet facility is strengthened in various departments and college campus.

6.3.3 Examination and Evaluation

After the implementation of Choice Based Credit System (CBCS) following developments took place in examination and evaluation system:

Semesters: In the Choice Based Credit System (CBCS), the assessment is made semester- wise. Each semester does have 15–18 weeks of academic work which is equal to 90 teaching days. There is flexibility in creating the curriculum and assigning credits based on the course content and hours of teaching.

- **Credit system:** Each course is assigned a certain credit. When the student passes that course, he earns the credits which are based on that course. If a student passes a single course in a semester, he does not have to repeat that course later. The students can earn credits according to his pace.

- **Credit transfer:** If for some reasons, he cannot cope up with the study load or if he falls sick, he has the freedom to study fewer courses and earn fewer credits and he can compensate this in the next semester.

Examination Process: The examination process and internal assessment system is transparent and impartial in toto. The results of internal exams are displayed on the notice board for the students for a stipulated time to raise doubts if any.

- **Comprehensive continuous assessment:** There is a continuous evaluation of the student not only by the teachers but also by the student himself.

- **Grading:** UGC has introduced a 10-point grading system as follows:

CGPA	Letter Grade	Classification of Final Result
9.51 and above	S+	First Class Exemplary
9.01 to 9.50	S	
8.51 to 9.00	O++	First Class-Distinction
8.01 to 8.50	O+	
7.51 to 8.00	O	
7.01 to 7.50	A++	First Class
6.51 to 7.00	A+	
6.01 to 6.50	A	
5.51 to 6.00	B+	Second Class
5.01 to 5.50	B	
4.51 to 5.00	C	Third Class
4.50 and Below	F	Fail
No Grade	I	Incomplete
No Grade	P	Audit Pass

6.3.4 Research and Development

The teachers of the institution are allowed and encouraged to participate in national/international conferences in their respective subjects in order to develop research attitude amongst them. The government has also allowed 14 days' special leave to the teachers in a year for the participation and paper presentation in conferences. The institution is also planning to purchase scientific instruments out of the grant received under RUSA to enhance the research facilities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The library of the institution has been linked with INFLIBNET so that the teachers and students of the college can have an access to more online books and journals. There is one small separate library for the self financing courses.

During the session a computer lab with projector of worth Rs. Six lacs was established.

Steps have also been taken to enhance internet connectivity by providing Wi-Fi facility in the college campus.

Funds have been sanctioned to create more smart classrooms in order to provide ICT based teaching learning.

During session 2015-16 a grant of Rs. two crore has been received under RUSA for infrastructure development.

6.3.6 Human Resource Management

The institution has also strengthened its human resource by recruiting teachers in the subjects where required the number of posts is not available or not filled, from local PTA fund in order to provide quality education to the students. The college has also recruited lab staff from local funds. The college has also recruited the staff under self financing scheme in order to have better manpower in the institution. The teachers of the institution regularly participate in orientation programmes, refresher courses, induction programmes, workshops, symposia and various national /international conferences which play a vital role for human resource development.

6.3.7 Faculty and Staff recruitment

The recruitment of teaching staff is made through HPPSC by the State Govt. whereas the temporary teachers and Support staff are engaged out of PTA Funds in the interests of the students as and when required. Few teachers have been engaged under self financing scheme for the courses being run under this scheme.

6.3.8 Industry Interaction / Collaboration

- Educational tours and industrial visits are organized for students to increase industry interaction and collaboration. During this session the representatives from ICFAI Business School Shimla interacted and counselled the BBA students regarding future scopes and perspectives in their career arena.
- The students of BBA 6th semester got industrial training from Quadrant Televenture, Mohali.

6.3.9 Admission of Students

Admission is done purely on merit basis under CBCS System. A student has to fill admission form by the due date as prescribed by the university. A student has the choice to choose a major (main) course and two minor courses (allied courses). Major once opted cannot be changed during the course unless the student quits the program and joins a new program. The merit list is displayed after going through the percentage of the number of students opting for that particular course. The students are also be helped by (career and guidance cell) and admission committees to choose their major and minor courses.

6.4 Welfare schemes for

Teaching			
Non teaching			
Students	Scheme	No. Of Students	Amount (in Rs.)
	Post Matric Scheme for OBC Students (Fresh)	36	88572
	Post Matric Scheme for OBC Students (Renewal)	43	123988
	Dr. Ambedkar Post Matric Scheme for Economically Back ward Classes Students (Fresh)	46	105060
	Dr. Ambedkar Post Matric Scheme for Economically Back ward Classes Students (Renewal)	02	6332
	Post Matric Scheme for SC Students (Fresh)	26	98861
	Post Matric Scheme for SC Students (Renewal)	52	239232
	Dile Ram Memorial Scholarship	02	2000

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	----	-----	-----	-----
Administrative	-----	----	-----	-----

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

After the implementation of Choice Based Credit System (CBCS) following developments took place in examination and evaluation system: Semesters:

In the Choice Based Credit System (CBCS), the assessment is made semester wise. Each semester does have 15–18 weeks of academic work which is equal to 90 teaching days. There is flexibility in creating the curriculum and assigning credits based on the course content and hours of teaching.

- **Credit system:** Each course is assigned a certain credit. When the student passes that course, he earns the credits which are based on that course. If a student passes a single course in a semester, he does not have to repeat that course later. The students can earn credits according to his pace.

- **Credit transfer:** If for some reasons, he cannot cope with the study load or if he falls sick, he has the freedom to study fewer courses and earn fewer credits and he can compensate this in the next semester.

- **Comprehensive continuous assessment:** There is a continuous evaluation of the student not only by the teachers but also by the student himself.

- **Grading:** UGC has introduced a 10-point grading system.

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

-

6.11 Activities and support from the Alumni Association

-

6.12 Activities and support from the Parent – Teacher Association

The institution has also strengthened its human resource by recruiting teachers in the subjects where required the number of posts is not available or not filled, from local PTA fund in order to provide quality education to the students. The college has also recruited lab staff from local funds.

6.13 Development programmes for support staff

The training programmes for support staff are organized by govt. at Himachal Institute for Public Administration (HIPA) and Govt. College of Teacher's Education Dharamsala.

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

- ❖ Tree Plantation Drive by NCC Cadets, NSS Volunteers and Rovers & Rangers. Van Mahotsav was celebrated on 14, August, 2015. Plant saplings were planted at various locations in the college premises.
- ❖ Cleanliness Drive conducted by the College Administration with the help of students in the first week of October under "Swachh Bharat Mission".
- ❖ The LED lighting has been introduced to conserve energy in the campus.
- ❖ Solar water heaters have been installed in the girl hostel.
- ❖ CRT monitors being replaced with LCD/ LED monitors.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Permits efficient use of faculty, particularly in the areas of specializations.

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

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

- 1. Feedback appreciation:** A suggestion box has been installed in college campus to seek the general advice, suggestions/information from the students about how good and useful the institutional work is and what measures can be adopted to make its functioning more meaningful, purposeful and result-oriented.
- 2. Activity day:** On every Saturday, the teachers of the college pay special attention to the students by imparting necessary guidance, increasing general awareness and addressing their problems within the framework of respective time table.

7.4 Contribution to environmental awareness / protection

Van Mahotsav was celebrated on 14, August, 2015. Plant saplings were planted at various locations in the college premises.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strengths:

- Full-time faculty teach most classes, and there is a strong bond and a high level of interaction between faculty and students.
- Commitment to quality education
- A good library with INFLIBNET
- Community engagement
- Central Location of the College for students & commuters

Weaknesses:

- Highly centralised decision making system
- Understaffing at few levels

Opportunities:

- Career/technical education by making use of web technology
- New program /courses
- Marketing
- Grants or Funding

Threats:

- Outdated technology for students and others at colleges.
- Growing competition from nearby colleges.

8. Plans of institution for next year

- ❖ To celebrate and observe the important days.
- ❖ To establish the Smart class rooms.
- ❖ To construct of the second storey of college administrative building block.
- ❖ To level the college ground and make provisions for construction of stadium
- ❖ To encourage teachers for participation and presentation of papers in Seminars and Conferences of International and National repute and publication of papers in reputed journals with active participation in Orientation programmes and refresher courses as well as Induction Training Programmes.
- ❖ To encourage students for active participation in sports and cultural activities

Name Sh. Rattan Chand Thakur



Signature of the Coordinator, IQAC

Name Sh. Rattan Chand Kaushal



Signature of the Chairperson, IQAC

Academic Calendar for 2015-16

Particulars	Important Dates			
	B.A.	BSc.	B.Com	M.A.
Prospectus Available	5 th June	5 th June	5 th June	-----
Last Date of Submission of Application Forms	18 th June	18 th June	18 th June	8 th July
Date of Counselling	20 th June	20 th June	20 th June	10 th &11 th July
Venue of Counselling	Room No.1-4	Physics & Chemistry Labs	Staff Room	Staff Room
Display of Merit List	20 th June	20 th June	20 th June	15 th July
Last Date for Depositing Dues	21 st June	21 st June	21 st June	17 th July
Regular Classes w.e.f.	22 nd June	22 nd June	22 nd June	20 th July
Admission with Late Fee @Rs. 10 per day	Up to 30 th June	Up to 30 th June	Up to 30 th June	
Change of Subject	Within 10 days from the commencement of teaching work			
Enrolment in NCC/NSS/Sports/ Rangers &Rovers/ Red Ribbon Club	Before 15 th July 2015			
Schedule for the election to the Students Central Association	As per the dates to be notified by the H.P. University			
Applications for the aid out of Students Aid Fund / Book Bank	Up to 25 th August 2015			
Applications for SC/ST/OBC/IRDP	1 st September 2015 to 30 th September 2015			
College Annual Athletic Meet	3 rd Week of October 2015			
Sports/Cultural Activities	As per HPU Sports Calendar 2015-16			
House Examination(s)	August & October and March & May			
Annual Prize Distribution Function	In the month of February /March 2016			
End Semester Examinations	November-December & May-June			
Vacation Schedule				
Summer Break	20 th May 2015 to 9 th June 2015			
Autumn Break	9 th November 2015 to 21 st November 2015			
Winter Break	1 st January 2016 to 31 st January 2016			
PTA General House Meeting	1 st Week of August 2015			