

# The Annual Quality Assurance Report (AQAR) 2016-17



## 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**

2016- 2017

### **I. Details of the Institution**

1.1 Name of the Institution

Govt. Degree College Sarkaghat

1.2 Address Line 1

Village Barchhawar Post Office  
Surajpur Bari

Address Line 2

Tehsil Sarkaghat

City/Town

Mandi

State

Himachal Pradesh

Pin Code

175024

Institution e-mail address

[gsarkaghat-hp@nic.in](mailto:gsarkaghat-hp@nic.in)

Contact Nos.

01905-230004

Name of the Head of the Institution:

S.S. Thakur

Tel. No. with STD Code:

01905-230004

Mobile:

+918894500999

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*)

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**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*

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

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of your institution's Accreditation Certificate)

1.5 Website address:

www.rntgcs.com

Web-link of the AQAR:

iqac.rntgcs.com/aqar2016-17.pdf

### 1.6 Accreditation Details

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

- i. AQAR 2013-14 submitted to NAAC on 18-10-2018
- ii. AQAR 2014-15 submitted to NAAC on 29-10-2018
- iii. AQAR 2015-16 submitted to NAAC on 30-10-2018
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

☒ University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☒ No ☐

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

Type of Institution    Co-education   ☒    Men   ☐    Women   ☐  
    Urban   ☐    Rural   ☒    Tribal   ☐  
 Financial Status            Grant-in-aid   ☐    UGC 2(f)   ☒    UGC 12B   ☒  
    Grant-in-aid + Self Financing   ☐    Totally Self-financing   ☐

1.10 Type of Faculty/Programme

Arts   ☒    Science   ☒    Commerce   ☒    Law   ☐    PEI (Phys Edu)   ☐  
 TEI (Edu)   ☐    Engineering   ☐    Health Science   ☐    Management   ☐  
 Others (Specify)   

BBA, BCA & PGDCA under Self Financing Scheme

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   

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University with Potential for Excellence   

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UGC-CPE   

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DST Star Scheme   

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UGC-CE   

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UGC-Special Assistance Programme   

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DST-FIST   

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UGC-Innovative PG programmes   

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Any other (*Specify*)   

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UGC-COP Programmes   

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## 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" value=""/>
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="02"/>

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="1"/>	Faculty	<input type="text" value="07"/>
	Non-Teaching Staff	<input type="text" value="03"/>	Alumni	<input type="text" value="01"/>
	Students		Others	<input type="text" value="02"/>

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

- In 2016, UGC RUSA Scheme was implemented by the affiliating university, replacing existing CBCS RUSA Scheme. To ensure smooth implementation, a seminar was organized for college staff.
- IQAC ensured that PTA meet be held on regular basis to get timely feedback.
- All Departments and societies submitted their annual action plan to IQAC which were then discussed thoroughly with concerned committees and accordingly improvements were suggested. This ensures that expected quality standards are maintained.
- While appointing temporary teaching staff on college level, IQAC ensured that the process was fair and transparent.
- College got the opportunity to host Inter College Women Basketball Championship.
- Incinerators were installed.
- College SCA was constituted on merit basis.
- Remedial classes were held for academically weaker students.

## 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
➤ Celebration of days of national and international importance.	<ul style="list-style-type: none"> <li>➤ The Hindi Diwas was celebrated on 14<sup>th</sup> Sept., 2016. Debate, poetry competition and a play performance was held</li> <li>➤ NSS Day was organised on 24<sup>th</sup> September</li> <li>➤ Swachhta campaign was held to celebrate birth anniversary of Mahatma Gandhi</li> <li>➤ Rally was organised on AIDS Day</li> <li>➤ Quiz competition, presentation and declamation contest was held on National Science Day on 28<sup>th</sup> February</li> </ul>
➤ To cover more number of students under various scholarship schemes.	➤ Total of 376 students availed scholarship in comparison to 207 students in the previous session
➤ To increase teachers participation in research related activities.	<ul style="list-style-type: none"> <li>➤ Twelve research papers were published by teachers of different faculties</li> <li>➤ Two teachers attended orientation programs</li> <li>➤ One teacher published a book</li> <li>Three teachers attended national level conferences and workshops</li> </ul>
➤ To bid for inter-college event	The college hosted Inter-college (Women) Basketball Championship and won third position

\* 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)	
AdvancedDiploma				
Diploma				
Certificate				
Others				
<b>Total</b>				
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)

Alumni ☒ Parents ☒ Employers ☐ Students ☒

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

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

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

Old CBCS scheme was replaced by UGC RUSA scheme for the session 2016-17. The syllabi were revised by BoS (Board of Studies) a statutory body of H.P. University as per the requirements of UGC RUSA.

##### 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
32	28	04		

2.2 No. of permanent faculty with Ph.D.

10

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
								02	18

2.4 No. of Guest and Visiting faculty and Temporary faculty

09

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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)

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

01

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2.10 Average percentage of attendance of students

80%



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 <sup>rd</sup> Year	352					100
B.A. 3 <sup>rd</sup> Year	197					100
B.Com. 3 <sup>rd</sup> Year	88					100
M.A. Economics	40					100
M.A. Pol.Sci.	13					93
PGDCA	20					100
BCA	16					93
BBA	12					75

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	02
Faculty exchange programme	-----
Staff training conducted by the university	-----
Staff training conducted by other institutions	-----
Summer / Winter schools, Workshops, etc.	01
Others	

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	12	04	-----	-----
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 and interdisciplinary subject in order to develop research attitude amongst them. 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

-----

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

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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

50

National level

07

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

05

National level

01

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 ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	3919175	2302757		6221932
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	15135	---	-----	-----	15135	---
Reference Books	1682	----	-----	-----	1682	----
e-Books	Accessed through INFLIBNET					
Journals	06				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

14.57

iii) Equipments

-----

iv) Others

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**Total:**

14.57

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information about all such services was published in college prospectus
- One day introductory session was held to aware students about all scholarship schemes, grievance redressal cell and other support services

#### 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
2209	77	----	----

#### (b) No. of students outside the state

NIL

#### (c) No. of international students

NIL

No	%
1409	61.6

Men

Women

No	%
877	38.4

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1509	582	25	241	-	2357	1579	617	38	286	-	2286

Demand ratio -3%

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, poster making competition and an interactive talk was held on Women's Day

### 5.9 Students Activities

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

State/ University level

64

National level

International level

No. of students participated in cultural events

State/ University level

12

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

	Name of Scholarship Scheme	Number of students	Amount (in Rs)
Financial support from institution			
Financial support from government	KalpanaChawala Scholarship	42	4,05,000
	Dr.Ambedkar Post Matric Scheme for Economically Back ward Classes Students	83	1,94,716
	Post Matric Scheme for SC Students	78	3,37,963
	Post Matric Scheme for OBC Students	39	1,14,084
	Scholarship for IRDP students	115	1,42,800
	Swami Vivekananda Uttakrishtachattravitiyojana	06	60,000
	DST- SHE INSPIRE Scholarship	1	60,000
Financial support from other sources	Dile Ram Memorial Scholarship	02	2,000
	Mahindra Finance Scholarship(UG)	10	1,00,000
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 is bound to follow curriculum designed by affiliating university. One member of teaching staff was part of Board of Studies for curriculum designing. Nevertheless, the faculty enriches the curriculum by incorporating latest developments in their respective fields.

##### 6.3.2 Teaching and Learning

Every department plans curriculum delivery at the beginning of semester, according to the university academic calendar. This ensures that the syllabus is completed on time. Teachers also try to make content interesting by discussing related latest developments in the class.

##### 6.3.3 Examination and Evaluation

The institution strictly follows university guidelines for conduct of examination and CCA evaluation. To ensure fair examination, invigilation is done very strictly.

##### 6.3.4 Research and Development

The institution provides full support to teaching staff for participation in conferences, seminars and workshops in their respective fields, in order to develop research aptitude amongst them. The government has also allowed teachers 14 days' special leave to the teachers in a year for the participation and paper presentation in conferences. The institution also allows purchase of scientific instruments out of RUSA grant.

##### 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.

### 6.3.6 Human Resource Management

The institution has recruited staff through local PTA fund to meet teaching and non-teaching staff shortage. The college has also recruited the staff under self financing scheme. The teachers of the institution attend orientation programmes, refresher courses, induction programmes , workshops and various national /international conferences which play a vital role in enhancing their knowledge base

### 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. Students of BCA 6<sup>th</sup> Semester visited Click Lab Technology Pvt. Ltd. Chandigarh

### 6.3.9 Admission of Students

Admission is done on merit basis under UGC RUSA scheme as per the university guidelines

### 6.4 Welfare schemes for

Teaching	NIL		
Non teaching	NIL		
Students	Scholarship Schemes	376 students	Rs. 14,16,563

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?

In the beginning of academic session itself, university mentions schedule for conduct of examination, evaluation of answer sheets and declaration of result. The Continuous Comprehensive Assessment constitutes 30 percent of total marks and university has decided a fix pattern for the same so that student is evaluated on various aspects and there is uniformity in evaluation throughout the colleges under affiliating university. It has been made necessary to score minimum 35% in both theory and CCA separately and 45% collectively to pass the course.

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

The institution organises annual Alumni meet to stay in touch with old students. They provide valuable feedback for development of institution.

6.12 Activities and support from the Parent – Teacher Association

The institution has recruited teaching, non-teaching and laboratory support staff through PTA fund. The PTA members also participate actively in college development planning process.

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. Whole college participated with enthusiasm.
- ❖ Cleanliness and campus beautification drive was held in first week of October

## 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.

- Use of mobile phone was banned in academic block.
- Opened Facilitation Resource Center in college campus to facilitate students for filling online University examination forms.

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

1. All Departments and societies submitted their annual plan of action to IQAC
2. Departments and various societies were asked to celebrate important days and submit report to IQAC
3. Participation of students was made mandatory in extra-curricular activities
4. Use of mobile phones was restricted in teaching block and specific areas were decided for the same

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

1. **Engaging students in community services:** To make students responsible and sensitive towards society, various events highlighting societal evils & problems were organised. It included awareness rallies on drug de-addiction, AIDS Day etc., blood donation camp, celebration of women's day, swachhta campaign in surrounding locality.
2. **Emphasis on Extra-curricular activity participation:** Realising that the participation in non-academic activities is very important for all round personality development of students, the institution has made the presence in such events mandatory for all the students and students also receive full support and appreciation for their participation.

7.4 Contribution to environmental awareness / protection

Organization of Tree Plantation Drive.

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:**

- Institute is located on highway and is thus easily accessible
- High ratio of full-time teachers
- Commitment for quality education

**Weaknesses:**

- No freedom in curriculum designing
- No permanent teacher in few departments
- High student- to- teacher ratio

**Opportunities:**

- Campus placement
- Motivating students for internships and industrial trainings

**Threats:**

- Growing competition from nearby colleges

## 8. Plans of institution for next year

- ❖ To install projectors in science laboratories and establish more smart classrooms.
- ❖ Installation of cameras in college campus and girls hostel
- ❖ Make campus wifi-enabled.
- ❖ Construction of new canteen
- ❖ Construction of the second storey of college administrative building block.
- ❖ Levelling of the college ground and make provisions for construction of stadium
- ❖ To encourage more number of 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.
- ❖ Construction of student parking.

*Name Sh. Rattan Chand Thakur*



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*Signature of the Coordinator, IQAC*

*Name Sh. S.S. Thakur*



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*Signature of the Chairperson, IQAC*

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**Academic Calendar for 2017-18**

Prospectus Available	5 <sup>th</sup> June			
Last Date of Submission of Application Forms	18 <sup>th</sup> June	18 <sup>th</sup> June	18 <sup>th</sup> June	8 <sup>th</sup> July
Date of Counseling	20 <sup>th</sup> June	20 <sup>th</sup> June	20 <sup>th</sup> June	10 <sup>th</sup> &11 <sup>th</sup> July
Venue of Counseling	Room No.1-4	Physics & Chemistry Labs	Staff Room	Staff Room
Display of Merit List	20 <sup>th</sup> June	20 <sup>th</sup> June	20 <sup>th</sup> June	15 <sup>th</sup> July
Last Date for Depositing Dues	21 <sup>st</sup> June	21 <sup>st</sup> June	21 <sup>st</sup> June	17 <sup>th</sup> July
Regular Classes w.e.f.	22 <sup>nd</sup> June	22 <sup>nd</sup> June	22 <sup>nd</sup> June	20 <sup>th</sup> July
Admission with Late Fee @Rs. 10 per day	Up to 30 <sup>th</sup> June	Up to 30 <sup>th</sup> June	Up to 30 <sup>th</sup> June	
Change of Subject	Within 10 days from the commencement of teaching work			
Enrolment in NCC/NSS/Sports/Rangers & Rovers/ Red Ribbon Club	Within two weeks from the commencement of the teaching work			
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 <sup>th</sup> August 2016			
Applications for SC/ST/OBC/IRDP	1 <sup>st</sup> September, 2016 to 30 <sup>th</sup> September 2016			
Dates of HP University Youth Festival and Sports Events to be Hosted by the College	Would be notified as and when decided by the H.P. University Sports Council			
College Annual Athletic Meet	3 <sup>rd</sup> Week of November			
Cultural Activities	1 <sup>st</sup> Week of November			
House Examination(s)	September and March			
Annual Prize Distribution Function	April			
End Semester Examinations	October-November & April-May			
<b>Vacation Schedule</b>				
Summer Break				
Autumn Break	9 <sup>th</sup> November 2016 to 13 <sup>th</sup> November 2016			
Winter Break	1 <sup>st</sup> January 2017 to 31 <sup>st</sup> January 2017			
PTA General House Meeting	1 <sup>st</sup> Week of August			
Prospectus Available	5 <sup>th</sup> June			