



The Annual Quality Assurance Report (AQAR) of the IQAC
(Lal Bahadur Shastri Govt. Degree College Saraswati Nagar)
(For July 1, 2017 to June 30, 2018)

Part – A

Data of the Institution

(Data may be captured from IIQA)

- Name of the Head of the institution : Prof. Balwant Singh Chauhan
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 01781238149
- Mobile no.: 9418155493
- Registered e-mail: gcsnagar25@rediffmail.com
- Alternate e-mail : gcsarswatanagar-hp@nic.in
- Address: P.O. Hatkoti, Teh. Jubbal, Distt.
Shimla, H.P. 171206
- City/Town : Saraswati Nagar
- State/UT : Himachal Pradesh
- Pin Code : 171206

2. Institutional status:

- Affiliated / Constituent: Affiliated

- Type of Institution: Co-education/Men/Women : Co-educational
- Location : Rural/Semi-urban/Urban: Rural
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(Please specify): Government
- Name of the Affiliating University: Himachal Pradesh University, Shimla
- Name of the IQAC Co-ordinator : Prof. P.P. Chauhan
- Phone no. : 01781238149
- Alternate phone no. 01781238149
- Mobile: 9418470677
- IQAC e-mail address: gcsnagar25@rediffmail.com,
- Alternate Email address: ppchauhan321@gmail.com

3. Website address:

Web-link of the AQAR: (Previous Academic Year):

AQAR being submitted for first time.

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: YES

Weblink: <http://www.lbsgcsnagar.edu.in/calender.php>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B ⁺	2.56	2017	from:May,2017 to: May, 2022

6. Date of Establishment of IQAC: 24/04/2017:

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. RUSA workshop on Communication skills	7/3/2018 to 21/03/2018 12 days	24
2. RUSA workshop on Handicraft Handloom for Girls training	03/03/2018 to 10/03/2018 7days	30
3. RUSA workshop on Beautician for Girls training	03/03/2018 to 13/03/2018 10 days	20
4. RUSA workshop on Food Processing	9/03/2018 to 21/03/2018 12 days	35
5. . ICT enabled seminar	Throughout year	All

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/	Scheme	Funding	Year of award with	Amount
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Department/Faculty		agency	duration	
LBS GC Saraswati Nagar	Equity Initiatives	RUSA	2017, Six Months	Rs.2,90,992.00
LBS GC Saraswati Nagar	25KVS GenSet	State Govt.	Nov.2017	Rs.4,90,594.00
LBS GC Saraswati Nagar	Add-on Courses	UGC	2013-18	Rs.7,50,945.00

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

*upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: Two

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes/No : Yes http://www.lbsgcsnagar.edu.in/iqac_composition.php

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? : NO

If yes, mention the amount: Year:

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

- ❖ RUSA workshops on skill development: Public speaking , Adventure sports, Beautician course, Handicraft, Food Processing etc., to acquire employment skill.
- ❖ Student's random feedback.
- ❖ Feedback through class committee meetings, CSCA meetings, Parents meetings and through students.
- ❖ Installing alternate source of energy
- ❖ Motivating teachers to ICT for class room teaching

13. 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
➤ RUSA workshop	Students trained to acquire various employable skills .
➤ Use of ICT in Teaching	More Teachers are using ICT Teaching
➤ Feed Back	Feedback taken from various stake holders
➤ Power back up	Gen. set with 25Kva installed in the campus

14. Whether the AQAR was placed before statutory body? Yes /No: No

Name of the statutory body:

Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to Assess the functioning?

Yes/No: No

Date: Nil

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2017

Date of Submission: Dec., 2017

17. Does the Institution have Management Information System?

No: No specialised MIS system is available in the college .

However, Record of employee maintained through MIS portal of HP Govt.

The students data is maintained and stored in Excel sheet which can be retrieved at any time.

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Yes, the Institution has the mechanism for well planned curriculum delivery and documentation as per university guidelines. Institution assures an effective curriculum delivery through measures such as preparation of lesson Plan, Organization of seminars, PPT, conduct of tests and Quizzes and organization of field trips whenever possible. IQAC assures proper planning and implementation of curriculum by ensuring that besides classroom teaching of the syllabus, proper time slots are assigned for other academic activities.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
PhD	Nil	Nil	-	-
PG	Nil			
UG	Nil	Nil	Nil	Nil
PG Diploma	Nil	-	-	-
Advanced Diploma	Nil	Nil	--	Nil
Diploma	Nil	Nil	--	Nil
Certificate	Nil	Nil	-	Nil
Others	Nil	Nil	Nil	Nil
Total	Nil	Nil	Ni	Nil

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
BA/B Sc. /B. Com. /BCA	UG	Nil	July 2013	✓	
Already adopted (mention the year) : 2013					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students	51	19

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled		
Add-on Courses	2012	70		
Computer Applications	2012	51		
Marketing & Management	2012	19		
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title		No. of students enrolled for Field Projects / Internships		
Nil		0		
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution?				
<p><u>Feedback from Alumni:</u> – Feedback is obtained from the Alumni in OSA meetings which are conducted twice a year by the college administration. Old students are also linked with the college through WhatsApp Group.</p> <p><u>Feedback from Parents:</u> – Parent –Teacher meetings are conducted twice a year and their suggestions are sought to improve the attendance and results of their wards. Parents of week students or the students with less attendance are contacted personally (intimated telephonically) by teachers.</p> <p><u>Feedback from Students:</u> The feedback from students is collected on the feedback Performa designed by NAAC.</p>				

CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme		Number of seats available	Number of applications received		Students Enrolled
B.A.		120 per subject	442		442
B.Com.		120	99		99
B. Sc		120	65		65
B.C.A.		40	20		20
2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
	626(2017-18)	Nil	19	19	NA
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
19	15	06	06	05	Digital teaching devices, Electronic Lectern, K-Yan & information Kiosk.
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<p>The institution has facilities and innovative processes to adopt new models and methods of teaching and learning. Through the use of internet, teachers make current study material available to the students:</p> <p>I. Debate discussions, presentations and quizzes in the classes make learning more interactive. These methods are used for the continuous assessment of the students.</p> <p>II. Students are motivated to make maximum use of library. Student’s achievers are suitably rewarded and recognised to encourage them in their learning process.</p> <p>III. A contemporary learning approach is used for the needs of the concerned students.</p> <p>IV. Intra disciplinary seminars, use of interactive boards and power point presentations make the teaching and learning more effective and understandable to students.</p> <p>V. Fieldtrips and educational tours are organised from time to time to supplement class room learning.</p>					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
626		19		1:33	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of fa
23	18	05	05	07
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
Nil	Nil	Nil	Nil	
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA/ B.Sc. /B.Com./ BCA	-	2 nd , 4 th Sem 6 th Sem.	20 th May 2018	15 th July 2018
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
<ul style="list-style-type: none"> The emphases were laid on interactive classroom environment, presentations, interclass Quizzes in order to involve more students in teaching- learning process. Theme based projects were assigned to students in groups to acquaint them with research methodology 				
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)				
Yes, Annual academic calendar is prepared by the institution well in time. It is printed in the prospectus also for the information of the students. It clearly mentions the dates for various academic, co-curricular and sports activities planned to be undertaken during the forthcoming academic session. Best efforts are made by the institution to adhere to the dates mentioned in the calendar.				
2.6 Student Performance and Learning Outcomes				
2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)				
All program available and outcome is mentioned in the college Prospectus www.lbsgcsnagar.edu.prospectus.pdf				
2.6.2 Pass percentage of students				
Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year	Pass Percentag

			examination	e
	BA	120	79	66
	BSc	30	28	93
	B Com	17	16	94
	BCA	06	6	100

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)
http://lbsgcsnagar.edu.in/pdf/students_survey.pdf.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored Projects	Nil			
Projects sponsored by the University/ College	Nil			
Students Research Projects (other than compulsory by the College)	Nil			
International Projects	Nil			
Any other(Specify)	Nil			
Total	Nil			

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the	Name of the	Awarding	Date of Award	Category
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innovation	Awardee	Agency				
Nil	Nil	Nil				
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year						
Incubation Centre	Name		Sponsored by			
Nil	Nil		Nil			
Name of the Start-up	Nature of Start-up		Date of commencement			
Nil						
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State	National		International			
Nil	Nil		Nil			
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)						
Name of the Department		No. of Ph. Ds Awarded				
NA		Not Applicable				
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication	Average Impact Factor, if any			
National		Nil	Nil			
International	Botany	1	IF-4.394			
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department		No. of publication				
Philosophy		2				
Hindi		2				
English		2				
Sanskrit		2				
Botany		2				
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Studies on Ecto-mycorrhiza:	Jitender Kumar	Botanical Review	2017			

An Appraisal”							
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)							
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication	
Nil	Nil	Nil					
3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :							
No. of Faculty		International level		National level	State level		Local level
Attended Seminars/ Workshops		-		-	1		1
Presented papers		4		6	-		-
Resource Persons		-		1	-		-
3.4 Extension Activities							
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year							
Title of the Activities	Organising unit/ agency/ collaborating agency			Number of teachers co-ordinated such activities		Number of students participated in such activities	
Jan Jagrukta Abhiyan	NSS Local Panchyat			2		142	
World Aids Day :Awareness Campaign’.	Red Ribbon club/NSS & Health Deptt.			3		122	
Help of fire Victims	NSS			2		20	
Swachhta Abhiyan	Rovers & Rangers/ NSS along with Byopar Mandal Saraswati Nagar			4		226	
Tree Plantation	NCC/Rovers & Rangers/ NSS along with Forest Deptt.			16		342	
Traffic Control	NCC			1		34	
Shanti March	NCC/NSS			3		167	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year							
Name of the Activity		Award/recognition			Awarding bodies		No. of Students

			benefited	
Nil		nil	nil	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Jan Jagrukta Abhiyan	NSS Local Panchyat	Drive against use of Plastic	2	142
World Aids Day	Red Ribbon club/NSS & Health Deptt.	Awareness Campaign	3	122
Help of fire Victims	NSS	Community Service	2	20
Swachta Abhiyan	Rovers & Rangers/ NSS along with Byopar Mandal Saraswati Nagar	Cleanliness Drive	4	226
Tree Plantation	NCC/Rovers & Rangers/ NSS along with Forest Deptt.	Environment awareness	16	342
Traffic Control	NCC	Training of Cadet	1	34
Shanti March	NCC/NSS	Social Harmony	3	167
3.5 Collaborations				
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year				
Nature of Activity		Participant	Source of financial support	Duration
Nil				
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant

Nil				
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	
Nil				
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES				
4.1 Physical Facilities				
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year				
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development		
Rs.5,45,320/-		Rs.5,45,320/-		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities		Existing		Newly added
Campus area		6586 sqmt		0
Class rooms		16		0
Laboratories		06		0
Seminar Halls		01		0
Classrooms with LCD facilities		02		02
Classrooms with Wi-Fi/ LAN		04		
Seminar halls with ICT facilities		01		
Video Centre		Nil		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		Podium, Integrated Computer Projector for Smart Classroom,		01
Value of the equipment purchased during the year (Rs. in Lakhs)		Information Kiosk		01
Others		Sony LED TV		01
Rs. 7,50,945/-				
4.2 Library as a Learning Resource				
4.2.1 Library is automated {Integrated Library Management System -ILMS}				
Name of the ILMS software	Nature of automation (fully or partially)		Version	Year of automation
Nil				
4.2.1 Library Services:				
	Existing		Newly added	Total
	No.	Value	No.	Value
	No.	Value	No.	Value

Text Books	7885		367	Rs.1,32,494/-	8292	-
Reference Books	2860		0		2860	-
e-Books	N-List					-
Journals	Nil				Nil	-
e-Journals	N-List					
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	65	3	10	1	30	6	9	2mbps	0
Added	15	1	0	0	0	0	0	0	0
Total	80	4	10	1	30	6	9		0

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

...2 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	NA

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
NIL			

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Not Fixed	Rs.23,015/-	Not Fixed	Rs.66,226/-

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Post Matric Scholarship	82	Rs.7,20,400
Financial support from other sources			
a) National		Nil	
b) International		Nil	Nil

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Communicative skills	Throughout year	54	English Deptt
Yoga	Dec.2017	98	NSS
Personal Counselling and Mentoring	Throughout year	all	All departments
Remedial Coaching			

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Career counselling & placement	16	04	04	04

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
3	3	As & when received

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participate	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed

	d				
Nil			Nil		

5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	33	BA/BSC/BCom	All	HP University Shimla, Shooloni University, Punjab Uni. Chandigarh	MA MSc M.Com

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)		
Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	Nil	
SET	Nil	
SLET	Nil	
GATE	Nil	
GMAT	Nil	
CAT	Nil	
GRE	Nil	
TOFEL	Nil	
Civil Services	Nil	
State Government Services	Nil	
Any Other	Nil	

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
Sports	College	120
Cultural Activity	College	65

5.3 Student Participation and Activities						
5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)						
Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
	Nil					

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)	
The CSCA office bearers are members of IQAC, Building fund committee , Library committee and Women grievances redressal committee	

5.3 Alumni Engagement	
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):	
No	
5.3.2 No. of registered enrolled Alumni:	

67				
5.3.3 Alumni contribution during the year (in Rupees) :				
Nil				
5.3.4 Meetings/activities organized by Alumni Association :				
One				
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT				
6.1 Institutional Vision and Leadership				
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)				
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: Partial				
<ul style="list-style-type: none"> • Partial 				
6.2 Strategy Development and Deployment				
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):				
❖ Curriculum Development : Curriculum designed by HP University and implemented as such by the college				
❖ Teaching and Learning : Use of ICT , Lecture , Class test and Seminars are the main methods used for teaching learning process				
❖ Examination and Evaluation: Conducted by HP University and evaluation is a centralized process conducted by University in specialised centres and all teachers are deputed for evaluation process.				
❖ Research and Development: No special grant is available for research and development. However teachers can use college facilities for research purpose.				
❖ Library, ICT and Physical Infrastructure / Instrumentation: Maintained by internal funds and students are motivated to make maximum use of these facilities.				
❖ Human Resource Management: Services of Staff both Teaching and Non teaching is utilized optimally and involved in all decision making				
❖ Industry Interaction / Collaboration: Industry interaction is limited and students of commerce deptt.				
❖ Admission of Students : Offline mode and counselling of students is done at the beginning of session				
6.2.2 : Implementation of e-governance in areas of operations:				
❖ Planning and Development : Use of HP Govt. e-governance portal.				
❖ Administration: Transparency is adopted in all the decision making by involving all the stake holders.				
❖ Finance and Accounts : Most of payments are made through PFMS				
❖ Student Admission and Support : Data maintained on computers				
❖ Examination : Maintained by HP University through online mode where the students can retrieve their examination card as well as final result.				
6.3 Faculty Empowerment Strategies				
6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year				
Ye	Name of teacher	Name of conference/	Name of the professional body	Amount

ar		workshop attended for which financial support provided	for which membership fee is provided	of support	
Nil	Nil	Nil			
6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
Nil		Nil	Nil		
6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year					
Title of the professional development programme		Number of teachers who attended		Date and Duration (from – to)	
Refresher Course		01		8-03-2018 to 28-03-2018	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching		Non-teaching			
Permanent	Fulltime	Permanent	Fulltime/temporary		
17	19	12	02		
6.3.5 Welfare schemes for					
Teaching			Medical Reimbursement, Loan etc. Free residence to Hostel Warden		
Non teaching			Medical Reimbursement, Loan etc		
Students			Subsidized Bus Passes, Scholarships and TA/DA for sports & Culture events.		
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly Yes : Internal audit is through Bursar and external Audit is conducted by AG Deptt.H.P. External audit of UGC, NSS and BCA is carried from CA (with in 100 words each)					
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)					
Name of the non government funding agencies/ individuals		Funds/ Grants received in Rs.		Purpose	
Nil					
6.4.2 Total corpus fund generated Nil					
6.5 Internal Quality Assurance System					

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?				
Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	College Advisory
Administrative	No	Nil	No	
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
1. PTA provided financial assistance for the repair of common passage of college and construction of stairs leading to old block of the college. 2. PTA provided financial assistance to organise Annual function and NSS for organising special camp and minor repairs . 3. PTA members are actively involved in overall development of institution by conducting regular meetings and feedback thereof				
6.5.3 Development programmes for support staff (at least three)				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
6.5.5 a. Submission of Data for AISHE portal : (Yes /No) Yes b. Participation in NIRF : (Yes /No) No c. ISO Certification : (Yes /No) No d. NBA or any other quality audit : (Yes /No) No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
	Nil			

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
Workshop on self Defence	1-10-2018 to 8-10-2018	100	Nil

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

Nil

7.1.3 Differently abled (Divyangjan) friendliness						
Items Facilities			Yes/No		No. of Beneficiaries	
Physical facilities			No		Nil	
Provision for lift			No		Nil	
Ramp/ Rails			No		Nil	
Braille Software/facilities			No		Nil	
Rest Rooms			Yes		Nil	
Scribes for examination			Yes		Nil	
Special skill development for differently abled students			No		Nil	
Any other similar facility					Nil	
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
Nil						
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
Nil						
7.1.6 Activities conducted for promotion of universal Values and Ethics						
Activity		Duration (from-----to-----)			Number of participants	
Shanti March		Dec.2017			98	
Prospectus					Prospectus is published every year to acquaint the students with the code of conduct in the college. All the rules and regulations, information regarding courses, admission, anti ragging laws, discipline and academic criterion are laid out in the hand book	
7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)						
1. More than 50 % of college campus is green area presently.						
2. Staff and students advised to minimise the use of plastic.						
3. Use of Solar Gesar of water heating in Girls Hostel.						
4. Replacing the incandescent light with LED						

7.2 Best Practices
Describe at least two institutional best practices 1 Eco friendly Campus 2. Use of alternative sources of Energy
7.3 Institutional Distinctiveness
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words
College is located in Rural area and catering to need of economically weaker section students. It has potential for further development in the area of sports.

8. Future Plans of action for next academic year (500 words)

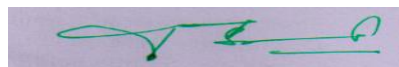
- Tie-ups with other academic institutions for student faculty exchange programme.
- Digitization of library.
- Modernization of labs and class rooms.
- Getting of RUSA grant for modernizing and strengthening of the infrastructure.
- Development of College ground and improvement of sports facilities.
- Proposal to initiate the construction process of the auditorium.
- Proposal to start the process of building a spacious canteen cum parking lot.

Name : Prof. P.P. Chauhan



Signature of the Coordinator, IQAC

Name Prof. Balwant Singh Chauhan



Signature of the Chairperson, IQAC
