



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		NETAJI SUBHASH CHANDER BOSE MEMORIAL GOVT. COLLEGE, HAMIRPUR (H. P.)
Name of the head of the Institution		Dr. Hardev Singh Jamwal
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01972222227
Mobile no.		9418451749
Registered Email		gchamirpur-hp@nic.in
Alternate Email		gdc_hamirpur@rediffmail.com
Address		NSCBM GOVT. COLLEGE HAMIRPUR(HP)177005
City/Town		Hamirpur
State/UT		Himachal pradesh
Pincode		177005

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Reeta Sharma
Phone no/Alternate Phone no.	01972222227
Mobile no.	9418530308
Registered Email	naachamirpur@gmail.com
Alternate Email	gchamirpur-hp@nic.in

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.gchamirpur.org/images/AQAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.gchamirpur.org/doc/2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	80.60	2004	03-May-2004	02-May-2009
2	B	2.80	2015	01-May-2015	30-Apr-2020

6. Date of Establishment of IQAC	19-Jul-2004
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7. Internal Quality Assurance System

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

Admission Guidance committees were formed to guide the students for different choice of subjects offered by the college	18-Jun-2018 10	1400
General orientation programme for the first year students was conducted in the first week of July	01-Jul-2018 6	1200
National Conference on Quality of Higher Education	27-Mar-2019 1	550
Upgradation of M.Sc. Botany/Zoology labs and purchase of new equipments	12-Oct-2018 1	40
Reference, Text and General Books purchased as per new syllabus	12-Oct-2018 1	1000

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 0	0

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of

No

the funding agency to support its activities during the year?

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

The functioning of various cells and committees in the college are continuously monitored by IQAC.

Admission Guidance committees were formed to guide the students for different choice of subjects offered by the college.

General orientation programme for the first year students was conducted in the first week of July.

To measure the teaching-learning environment in the college, IQAC collected and analysed feedback taken from students and parents.

The predominant focus for the IQAC is to organize A National conference On Quality Of Higher Education by IQAC and Seminar/Conferences by various departments to update the faculty and impart quality education to the students.

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

Plan of Action	Achivements/Outcomes
Upgradation of library facilities for students	• Latest books on various subjects, journals and newspapers will be purchased in the library. Books for M Sc. Botany and Zoology be purchased as per syllabus of HPU Shimla.
Equity	IT foundation, SelfDefence, Stress Management and Competition examination courses be conducted by the Equity Cell. Scholarships will be given to girls/SC/ST students of the college as per State/Centre Govt. schemes and other private agencies. International women day, sensitization program on nutrition and women empowerment declamation contentst will be organised.
Creation of awareness/sensitization about Environment issues	• Swachhta awareness campaign through Skit, Folk Songs, Wall Painting, Poster making and by cleanliness drives.
Organisation of Seminar/Conferences and Publication of Research Papers	To create research environment in the college, the Department of Higher Education of HP has made a provision of duty leaves up to 14 days to teachers in the academic session for attending seminars/conferences/workshops etc. The

	<p>study leave up to 2 years is also permissible to the teachers by H.P. Govt. for higher studies. A state level seminar be organised on National Mathematics Day on 22 Dec,2018,A national Seminar on Administration and Politics for Society be organised in Feb,2019 by Department of Political Science and Public Administration and A national conference on Quality of Higher Education was organised by IQAC of the college in March,2019</p>
Starting of New UG/PG Courses	Process to start M. Sc. Botany and Zoology will be speeded up so that the classes for these PG courses can be started from next academic year
Adoption of modern technology for effective teaching	<ul style="list-style-type: none"> The college makes full use of modern teaching aids at its disposal for the benefit of the students. In order to keep the faculty members updated about the use of technology, they are provided requisite training through workshop and seminars.
Enhancing Quality of Teaching Learning	<p>The institution adheres to the academic calendar as notified by the Department of Higher Education, Govt. of HP for each academic session. The calendar consists of the academic schedule, vacations and holiday, house examinations and its evaluation, University examinations and its evaluation, internal assessment and practical, extra cocurricular activities.</p> <ul style="list-style-type: none"> Besides this, institution also prepares its own annual calendar of activities.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Jan-2020

17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has a management information system for decision making, coordination, control, analysis and visualization of information. It is used for storing the data for the academic progress of the students for keeping a record of the finance. MIS is also used in the college for allocation of educational resources. Software ADVANTA is used for keeping the personal data of students. It includes detail record of their date of birth, religion, nationality, fee, category, major and minor subjects opted by the students etc. MIS keeps the record of the house examination, Internal Assessment. The record of the Internal Assessment/CCA is also linked with the MIS of HP University, Shimla. Further the MIS is used for analysing resource distribution and expenditure. All the students relating information regarding planning, career guidance, skill development programs, infrastructural upgradation, proposal for organizing conferences/seminars/workshops/research projects etc.</p>

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

The designing and development of the curriculum is primarily a university job. However, college makes significant contribution in this field because our Principal and senior faculty members communicate their views through various forums (Board of Studies, Academic Councils) of the university formed for this purpose for periodical reviews of the curriculum. The faculty attends the workshops and conferences on the revision and up-gradation of the curriculum. The institution ensures effective curriculum delivery through a well-planned and documented process: The curriculum is thoroughly implemented through various audio visual aids and advanced technological teaching gadgets. Every department of the college ensures that students must perceive the most that is being taught to them, for which every department plans their whole of curriculum in advance. The college publishes its updated handbook of information/prospectus, annually, which contains details of all relevant information such as the courses offered, infrastructural facilities, mission, vision, advisory committee, academic calendar, NSS, Rovers & Rangers and other activities. It also contains admission procedure and rules, code of conduct, library rules, various committees of the college and all its departments. Besides college website also contains information about all above

cited subjects. In the beginning of every academic session a meeting of College Advisory and Heads of Departments is convened by the Principal in which detailed plan is chalked out to ensure hundred percent utilization of teaching hours, syllabi coverage and to conduct the house tests/class tests and further monitor the outcome of the syllabus. It helps us to achieve organization all goals with optimum efficiency and better coordination. For the proper implementation of curriculum, a time-table is framed by the concerned committee after thorough discussions in the staff council. For providing quality education to the students, the Internal Quality Assurance Cell (IQAC) organizes various academic activities viz. Seminars, Conferences, Workshops etc. in the college throughout the session. Anti-Ragging squads are formed for the smooth running of classes. A mod-term test (MTT) is conducted to assess the students. The Internal Assessment is given on the basis of this test and assignment & attendance record of the students. Finally, the End Semester Exams (ESE) is conducted by H. P. University, Shimla. The institution makes sure that the programs offered in the curriculum include contribution to the national development, inculcate a value system among students and promote the use of technology for excellence. The institution provides more and more opportunities by promoting social welfare activities through various agencies within and outside the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	NIL	31/12/2019	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	01/07/2018
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	21/06/2018
BSc	UG	21/06/2018
BCom	UG	21/06/2018
BBA	UG	21/06/2018
BCA	UG	21/06/2018
BVoc	UG	21/06/2018

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

	Certificate	Diploma Course
Number of Students	0	0

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
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Nil	31/12/2019	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	Hospitality and Tourism, Retail management	187
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>students, teachers, alumni and parents. The college takes feedback from the students on a well designed performa. The institution has also suggestion boxes installed in Library, Science , Commerce, PTA and Administrative blocks regarding academic improvements, infrastructure needs etc. The teachers also gave feedback and suggestions in the meetings of various committees and staff council from time to time. The institution has a registered Old Students Association (OSA) and its meetings are convened regularly. The feedback and valuable suggestions on the basis of experience of the old students come in the meetings for the all round growth of the students. CSCA also give feedback regarding implementation of curriculum from time to time. Parents are one of the best sources of feedback. Regular meetings are convened and on their feedback, various decisions are taken for improving academic environment and infrastructure development in the college. The feedback from all stock holders is analyzed by the Internal Quality Assurance Cell (IQAC) of the college and the decisions are referred to the concerned committees for proper improvement and implementation. The college adopts very transparent way to monitor and evaluate the quality of various enrichment programs initiated by it</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	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BBA	UG	180	151	151
BCA	UG	120	111	106
BCom	UG	420	564	404
BSc	UG	2340	2765	1349
BA	UG	3360	2030	1796

PGDCA	Computer Application	30	65	28
MA	English, Economics, Hindi	180	240	149
MSc	Mathematics	80	155	76
MCom	Commerce	60	165	58
BVoc	H&T, R&M	160	185	131
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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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	4003	288	38	0	20

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
67	67	159	6	2	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Student mentoring system is an integral part of any academic institution. Our institution has adopted many systems for mentoring students. This mentoring system includes effective participation of students in group discussions, debates and power point presentations on the current topics organized by our institution as well as various departments at their own level. At the beginning of the academic session the mentors are appointed for mantees, whereby they are acquainted with institution, its goals mission, the facilities available and other regulations of the affiliated university and curricula. Tutorial groups are also formed for whole academic session which addresses various academic, social and personal problems of the students. CSCA, PTA and Alumini also contribute towards such activities which enhance the overall development of the students along with their regular course of study. The learners are encouraged to utilise various e – resources like e-books, e-journals, e-pathshala, ARPIT MOOC courses in Swayam. The students are made aware about various competitive examinations and job perspectives after completion of various courses run by our institution through our Career Counselling and guidance cell. Students and experts interactions are also being organised to acquaint the students about various competitive examinations. Resource persons of various fields like civil services, banking sectors and skill courses are invited to deliver expert talks. Our college has units of NCC, NSS Rovers Rangers. These units organise various activities on various social issues and current topics in which experts related fields motivate the students to abide by the motto of units. Various camps are also organised by these units which inculcate the habit of group living, adjustment in harsh conditions and social harmony among themselves. These camps also help in developing moral and ethical values. Our college has very healthy environment for sports activities. Students are motivated towards sports to maintain good state of mind physical health. The institute has an excellent facility of synthetic track and indoor Stadium. These facilitates the students towards athletics and other indoor games. Education regarding preserverence of our culture is provided through various activities like youth festivals, CSCA function, etc. Such programmes aware and provide knowledge of our local dance,

literature, folk songs, social harmony, etc. through performance. The institute focuses on personality development and communication skill via workshops, seminar, conferences, etc. Life Science faculty motivate the students to opt skill courses like Apiculture, sericulture, mushroom cultivation, nursery and gardening, floriculture, etc for self employment. In such motivation faculty members of sciences. The faculty of physical sciences motivate the students to use eco-friendly techniques like safe use of pesticides, fertilizers, pharmaceutical drugs in the field of agriculture, horticulture, forestry, floriculture and health. To motivate students about administrative and judicial services expert talks are often organised. Learners are also made aware about rights duties and law order through expert talks by personalities like judicial officers, police officers and advocates. Students of various streams are mentored about various sectors in which they get best job opportunities after completion of their courses.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4291	60	1 : 72

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 faculty with Ph.D
60	60	0	2	26

2.4.2 – Honours and recognition 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
2019	NIL	Assistant Professor	NIL
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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
BVoc	UG	I/II/III	21/05/2019	30/06/2019
PGDCA	PG	I	21/05/2019	31/08/2019
BBA	UG	I/II/III	21/05/2019	30/06/2019
BCA	UG	I/II/III	21/05/2019	30/06/2019
MCom	PG	I/II	21/05/2019	31/08/2019
MSc	PG	I/II	21/05/2019	31/08/2019
MA	PG	I/II	21/05/2019	31/08/2019
BCom	UG	I/II/III	21/05/2019	30/06/2019
BA	UG	I/II/III	21/05/2019	30/06/2019
BSc	UG	I/II/III	21/05/2019	30/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college is affiliated to Himachal Pradesh University, Shimla and is bound by the university norms. University has introduced many reforms like online system of examination forms, awards and internal assessment entry, digital payment for examination, online applications for various purposes. Students can now obtain Xerox copy of the answer scripts and apply for revaluation .

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

It is the prerogative of the university to decide the calendar of events. As per university norms we are bound to conduct internal assessment tests. First internal assessment test is conducted after 8 weeks of the commencement of the semester/session and carry 5 marks at teacher level. After completion of 15 weeks the 2nd test of 15 marks would be conducted at college level. Improvement or third test is also conducted to those who could not attend the previous tests for valid reasons. It is also an opportunity to students to improve their marks. Students are assigned project work as an assignment related to the curriculum and carry 10 marks while 5 marks weightage is given to the attendance of the learner. Internal assessment is prepared at college level concerned subject teacher and uploaded on the website of university. For maintaining the transparency in the internal evaluation marks of internal assessment are displayed on the notice board of the concerned departments. Objection, if any brought to notice that is addressed appropriately at teacher level. The final evaluation of the students is done according to the university schedule. At the end of each semester /session examination are conducted evaluation is carried out by the university through table marking system at various centres as specified by university. The exam results are declared and grade cards are issued by the affiliated university.

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)

http://www.gchamirpur.org/doc/Program_Outcomes.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	Nill	403	289	71.71
UG	BSc	Nill	526	288	54.75
UG	BCom	Nill	131	125	95.42
UG	BVoc	Nill	60	37	61.67
PG	MA	HINDI	58	58	100
PG	MA	ECONOMICS	58	57	98.28
PG	MA	ENGLISH	51	46	90.2
PG	MSc	MATHEMATICS	38	30	78.95
PG	MCom	COMMERCE	60	60	100
PG	PGDCA	Nill	30	17	56.67

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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://www.gchamirpur.org/images/sss2018-19.xlsx>

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 year
Minor Projects	0	NIL	0	0
Major Projects	0	NIL	0	0

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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
Enhancing communication skill in English	ENGLISH	25/02/2019
Contributions of Dr. B.R. Ambedkar in drafting og indian constitution	Zoology	26/11/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	31/12/2019	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	31/12/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if
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			any)
National	Commerce	3	0.5
National	Chemistry	3	0.4
National	Zoology	2	0.6
National	English	1	0.3
International	Physics	2	0.4
International	Mathematics	7	0.6
International	Botany	4	0.4
International	Zoology	2	0.5
International	English	4	0.5
International	TTM	2	0.4

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	3
Commerce	5
Mathematics	9
Education	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	Nil	0

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	NIL

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	23	91	32	3
Presented papers	23	84	31	3

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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 participated in such activities	Number of students participated in such activities
Swatch Bharat Summer internship Programme 2018	NCC/Community	5	40
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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	Number of students Benefited
NIL	NIL	NIL	0
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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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	Nil	0	0
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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	0	NIL	0
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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	Duration To	Participant
NIL	NIL	NIL	31/12/2019	31/12/2019	0
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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/Activities	Number of students/teachers participated under MoUs
NIL	31/12/2019	NIL	0
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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
5000000	3028283

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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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
SOUL	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15581	2034595	333	96793	15914	2131388
Reference Books	1048	521640	5	7961	1053	529601
Journals	27	27880	7	8350	34	36230

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4.2.3 – 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	NIL	NIL	31/12/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	143	116	80	0	0	12	15	2	0
Added	1	0	0	0	0	0	1	0	0
Total	144	116	80	0	0	12	16	2	0

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

2 MBPS/ GBPS

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	http://www.gchamirpur.org/

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
0	0	193503	193503

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)

The institution has formulated robust policies of requisition, maintenance, utilization and writes off of various physical, academic facilities provided to the students. All these aspects are taken care of various committees that have been constituted in consultation with advisory committee of the institution.

The maintenance and utilization of facilities is also taken care of by respective departments as in case of Science Department, Sports Department and Computer Science Department. The institution has a policy to provide best infrastructure and facilities in accordance with courses and programs introduced from time to time for effective teaching and learning. To create new infrastructure, college utilizes the funds provided by the State Government and different other funding agencies such as UGC, RUSA. The funds are expended to renovate the college buildings, class rooms, laboratories, library, time to time, wherever required. Every department is provided with internet connection for teachers and students. The institution's administration has always been in favour of offering need based new courses and programs out of the courses introduced from time to time by affiliating University. Accordingly, it makes provisions for increase in infrastructural facilities. It is elaborated as follows:

- Departmental meetings are conducted in the presence of head of institution and detailed discussions are held during the meeting about effective implementation of curriculum. The heads of the departments and staff members make suggestions with respect to departmental infrastructure and facilities to be created. Purchase committee procedure is followed while developing and upgrading laboratories and classrooms.
- Budgetary provisions are made well in advance for the necessary infrastructure facilities and for up gradation of the existing ones.
- Physical education facilities have been strengthened. College ground is maintained and made available for the games

like volleyball, Basket Ball, Kho-Kho and Kabaddi. • Teachers who are engaged in research activities use the respective staff rooms, laboratories of the departments and computer rooms. The central computer laboratory is made available for other departments to emphasize the inter-disciplinary field of research. • There are altogether 36 classrooms in different departments of the college. There are 19 rooms in the college which are used as laboratories. The laboratories are equipped with the basic facilities required for the purpose of practical classes. • The college has very a very strong NCC unit of its own. Total number of students enrolled in NCC is 148. There are two separate Boys' and Girls' NCC Room in the college campus. • The library is maintained by the senior librarian and assistant librarian. The college has decided to use Integrated Library Management System (ILMS) and starting year of automation will be 2019. The name of the ILMS software is SOUL and it will be fully automated. The version is 2.0 limited .The college has a central library with large collection of books and journals which the faculty can use effectively and provide comprehensive latest information to the students. The students are motivated to use the library independently which can enhance their skills and knowledge.

<http://www.gchamirpur.org/>

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	PC MAHAJAN Scholarship Scheme for science students and Lakhanpal Memorial	6	10500
Financial Support from Other Sources			
a) National	Post Matric Scholarship for SC,ST,Minority, EWS,Kalpana Chawala	168	1784596
b)International	Nil	0	0
View File			

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 implemetation	Number of students enrolled	Agencies involved
Adventure Course	26/06/2018	1	NCC
Personality and life skill Camp	10/09/2018	1	NCC
One day Yoga Camp	21/06/2019	70	College
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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	Number of benefited	Number of students who	Number of studentsp placed

		students for competitive examination	students by career counseling activities	have passed in the comp. exam	
2018	NIL	0	0	0	0
View File					

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	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	10

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 participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	Velvet Clarks Exotica 4 Star	2	2
View File					

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
2019	270	BA/B.Sc./B.Com/ B.BA/B.C.A	Humanities, Sciences, Management and Education	H.P.U Shimla, CU Dharmshal, CPU Hamirpur, Technical University Hamirpur, Colleges under HPU, PU Chandigarh	M.A, Msc, M.Com M.B. A. B.Ed
View File					

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	Number of students selected/ qualifying
NET	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
----------	-------	------------------------

National Sports Day and Nutrition Day Celebration	Institution level	160
NSS Day	Institution level	40
Ranger and Rover Day	Institution level	60
Mathematics Day	Institution level	100
Red Ribbon Day	Institution level	40
Environment Day	Institution level	40
Annual athletic meet	Institution level	2053
Annual Function	Institution level	350
Hindi Divas	Institution level	65
Abhibiakyti CSCA cultural function	Institution level	123
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	0	0	NIL	NIL
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are an integral part of all academic, co-curricular and administrative functioning of the college. Students are members of: - 1) Student Council headed by the President, Vice- President, Secretary and Joint Secretary. 2) Student representatives in Anti- Ragging committees. 3) All the clubs/ committees /cells / societies have student Vice- Presidents and Secretaries. 4) President and Secretary of CSCA are members of IQAC. The members of the student council participated in all these committees. The members of student council organized CSCA function Abhivikthi. Students also guides new students who are taking admission in first year classes regarding admission procedure under RUSSA, anti ragging, cultural activities in the college, sports etc. Different student organization organized fresher parties for the first year students. They also organized talent hunt function for college students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association was registered as a society under registration no. DCH/MA/2015-06/2015. It has, many distinguished Alumni occupying important positions across the world. The Alumni association hold the meetings time to time in the college campus for the development of the institution in different areas i.e. Academics, Infrastructure and extended their valuable suggestion. The Alumni Association played an important role for the organization of Blood Donation camp, CSCA cultural function and Annual prize distribution function. Apart from this OSA remained concerned for the developmental activities of the institution

5.4.2 – No. of enrolled Alumni:

230

5.4.3 – Alumni contribution during the year (in Rupees) :

4000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association hold annual meeting in which some developmental plans discussed and views of different members are invited and analyzed democratically. Members of Alumni Association actively participated in different functions of college like Annual Athletic Meet, Annual Function, Inter College functions and Cultural Functions.

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)

This institution has a healthy practice of decentralization and participative management. In this regard different committees are constituted i.e. time table committee, IQAC research promotion committee, midterm and house examination committee, library affairs and purchase committee, college development and construction monitoring committee, water and electricity committee, college prospectus committee, career guidance and scholarship committee etc. These committees consist of one senior faculty as convener and members. These committees execute the assignment after observing all the codal formalities. These committees are constituted in such a manner that a representation of faculties of various departments is ensured. This enables the administration to get a feedback from all the departments and the problems/ requirements/issues are deliberated upon and with the consultation of Principal and final decisions are taken. This further enables the administration to distribute the resources evenly keeping in view the stake holders of the institution As per the recommendations of Lyngdoh committee and rules regulations of Himachal Pradesh University, College Students Central Association (CSCA) is nominated for each academic session. The CSCA comprises of office bearer i.e. President, Vice President, Secretary, Joint Secretary and members representing all classes and faculties. The student body helps the college administration to maintain congenial academic atmosphere in the campus. This nominated association from time to time raises issues relating to the interest and welfare of the students before the college administration. The nominated student leaders remain proactive in maintaining discipline in the campus. In order to check the menace of drug abuse (Drug Free Institution) this platform of student is very helpful to the college administration. Apart from this, anti ragging squads consisting of teachers and students (CSCA) are formed and different time slots and areas are allocated to them keeping in view the availability and time table. Throughout the year, different awareness rallies i.e. drug abuse, environment protection, afforestation, beti bachao- beti paddao, beti hai annol, Sccahhta Avhiyaan, AIDS Awareness, financial literacy, gender sesitization etc are organized with the help of this student body. Beside this, at the time of admission, CSCA guides the students especially freshers with regard to admission process. Annual prize distribution function, Himachal Pradesh University Youth Festival, CSCA Annual Cultural Function (Abhivyati), Sports events etc are organized with the help of this student body. Apart from this, the student council helps share students' ideas, interest and concerns with teachers and administration. In fact, the CSCA is a link between students and faculties administration. Since this body is representing the students, the

college administrations try to get feedback on various issues. Periodicals meetings are also held with the student body to resolve various issues. So, the stakeholders i.e. students participate directly and indirectly in the management of academic and co-curricular activities of the institution

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

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):

Strategy Type	Details
Admission of Students	The institution strictly follows the directives pertaining to admission process of the Department of Higher Education, HP Govt. and HP University to which the institution is affiliated. The institution maintains complete transparency in the admission process and adheres to all the rules and regulations as laid down by the governing bodies. The admission schedule is uploaded on the college website and the same is also displayed on the notice boards of the college. The admission schedule information is provided in the college prospectus and the same is also published in regional Hindi and English newspapers. The admissions to the UG classes at entry level are given purely on the merit basis with limited number of seats in each subject. The admissions to the PG classes are given on the basis of marks obtained by the students in the entrance examination conducted by the HP University. The reservation roster given by HP University/HP Govt. is followed.
Industry Interaction / Collaboration	The Career Guidance and Counseling Cell of the college acts as a bridge between the educational institution and the industrial requirements. Recruiting/placement agencies invited in the college apprise the students about the hard and soft skill industrial demands. Experts from various areas are invited in the college to share their knowledge and experience with the students. Training programmes are organized for the students of vocational courses in collaboration with institutions of hospitality, retail management, tourism etc.
Human Resource Management	The Himachal Pradesh Government is very proactive with regard to quality

human resources. The qualified teachers are appointed through Himachal Pradesh Public Service Commission at all India level competition. The Government not only appoints quality teachers but also endeavors to retain quality teachers by providing various monetary incentives. The college also ensures up gradation and updating of quality teachers by arranging regular faculty development programmes. The teachers update themselves by regularly attending refresher courses/conferences/seminars/workshops. Non-teaching staff is also appointed through competition through Himachal Pradesh Staff Selection Commission. UGC scales are implemented for the faculty.

Library, ICT and Physical Infrastructure / Instrumentation

Library: The college is having a well stocked library with comprehensive collection of text books, reference books, periodicals, journals, etc. Presently, the college library has installed SOUL-2.0 (Software for University Library) which is a state-of-the-art integrated library management software designed and developed by the INFLIBINET centre based on requirements of college and university libraries. Library automation process has been started and bar coding of the books is underway. New books purchased 340 Newspaper Subscribed 11 Journals Subscribed 07 Magazines Subscribed 22

ICT and physical infrastructure/instrumentation: The institution has developed and upgraded ICT infrastructure to meet emerging future global challenges. In the context of physical infrastructure up to 2015, there were 5 academic blocks having 17 lecture rooms, 18 labs, 18 lecture theaters and 22 faculty rooms in this institution. In this session, two PG labs (modular) for the departments of Botany and Zoology have become functional and one faculty room for Botany has been added to the existing infrastructure.

Research and Development

We do not have specific research curriculum in the syllabus of the students. However, students take the benefits of internet installed in the institution and other facilities available in the library. The institution does not have any specific research centre, however IQAC and

Career Guidance cell facilitate and monitor the research activities and provide all type of help to the teachers and others. There is provision of duty leaves up to 14 days to teachers in the academic session for attending seminars/conferences/workshops etc. The study leave up to 2 years is also permissible to the teachers by H.P. Govt. for higher studies. During the year 2018-19 three students were guided for Ph. D by the two faculty members. Apart from this, one candidate was also guided for MBA by one faculty member. It is further added that during the year two national and two state level seminars were organized.

Examination and Evaluation

The institution informs the students and faculty regarding examination evaluation process through the detailed information incorporated in the college prospectus. University question papers of previous years are kept in college library for the students to get idea of the style and type of questions. All the important information, changes in evaluation process and new guidelines in this direction from the HP University and the Department of Higher Education are discussed in staff and departmental meetings to apprise the faculty members from time to time. Since 2013, after the adoption of RUSA the semester system came into existence. In the semester system the evaluation of students comprise of End Semester Examination and Internal Assessment. The awards of internal assessment are based on three components viz. attendance, midterm test and assignments/seminars etc. according to a well defined matrix. The performance of the students in midterm test conducted in each semester is shared with the parents in PTA meetings.

Teaching and Learning

? The institution adheres to the academic calendar as notified by the Department of Higher Education of Government of Himachal Pradesh for each academic session. Besides this, institution also prepares its own annual calendar of activities. The college follows the syllabi and curriculum framed by the HP University. The syllabus for each course is covered

well in time. ? Our institution recognizes the diverse learning abilities of students and, therefore, adopts student centric pedagogic approach to make teaching more encompassing and effective. Teachers of the institution have the provision of attending various induction/training/orientation/refresher/workshop programmes to update their teaching techniques and get upraised about the latest trends of teaching and learning. ? Our institution strives to evolve an environment conducive to nurture critical thinking, creativity and scientific temper. Various activities such as poster making, collage making etc. are organized to inculcate the habit of critical thinking among students. Also the college magazine provides a platform to nurture their creativity. ? Based on the performance, students are identified as slow learners and advanced learners. Special efforts are made for the slow learners. ? The college makes full use of modern teaching aids at its disposal for the benefits of the students. ? The college is having a well stocked library with comprehensive collection of text books, reference books periodicals etc. and the INFLIBINET codes are provided to the faculty members to exploit the web resources. ? College organizes spoken English and personality development classes for the students as to enrich their skill. ? House and class examinations are conducted by the college as per the schedule mentioned in the academic calendar. ? University examinations are conducted by the college as per the schedule provided by the university.

Curriculum Development

The institution, being an affiliated college to Himachal Pradesh University, Shimla does not have the freedom of formulating its own curriculum. However, the senior most Associate/Assistant Professors being the members of the Board of Studies (BoS) are involved in framing and developing the curriculum. The Principal of the institution monitors the implementation of curriculum with the help of the head of the departments or holding staff meetings. The heads conduct meeting of faculties of respective departments and communicates

the teaching plan to their faculty members. The head of the department go ahead with the inputs from the faculty. The time table is framed by the committee for the whole academic session.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>All the plans, education policies and reforms in Higher Education are conveyed through email and web portal. The notifications regarding Govt. decisions are conveyed to the stakeholders through e-governance. The e-governance is a two way process whereby all the development of funds received is uploaded through fund tracker from time to time. The college also makes purchase of equipment through Gem. The college website hosts all the information for the stakeholders on regular basis. The ministerial staff of the college is trained to execute the e governance of the college. Government programs, projects, and activities are communicated to the students through college email. A compliance report of the same has to be uploaded on the web portal by the college. The general administration, Pay Roll and Financial Accounting, administration of Student Data Inventory Management, Personnel Records Maintenance of the college is to quite an extent done through MIS</p>
<p>Administration</p>	<p>The communication and exchange of information between college administration and the Government in a speedy, convenient efficient and transparent manner is ensured through e governance. The salary statements of the college staff can be accessed through e-salary app. Similarly the GPF/CPF statements and accounts of the staff members can be accessed through the app. The service books of employees can be viewed online on ManavSampada Portal. The record of earned leave is also uploaded in the e-service book of staff members. Students and stakeholders can obtain information about the various planning and development initiatives taken at the college level through its website. The orders of transfer staff members are also communicated through a web portal LAN</p>

REFNIC. The teachers can apply for casual leave through email. The fund transaction of money is through online banking. Student registration, admission is done through software. The data of students admitted is available through this software. The website of the college is an important ICT tool to disseminate information to all the stake holders

Finance and Accounts

The proposals of action plans to be taken under various heads are also communicated to the higher authorities through email or at times uploaded as and when desired by higher authorities for release of funds. The utilization of funds is also uploaded on the fund trackers. This ensures transparency in terms of proper utilization of funds in developmental works. Infrastructure enhancement proposals are first uploaded for approval from the sanctioning authorities. All the codal formalities for planning and execution of the developmental works are communicated through email to the higher authorities.

Student Admission and Support

Admission information/ data is conveyed to the staff members through e mails. The scholarship forms for students are uploaded online and it ensures transparency of the entire process. The examination forms are filled online. The date sheet of the exams is also uploaded on the university website and the students and teachers can access it any time. The internal assessment of students is uploaded by concerned teachers online. The result of the students is also available online and students can download the same through their personal ID.

Examination

Our college is affiliated with Himachal Pradesh University, Shimla. All the reforms regarding examination are done at the university end. However the university seeks the inputs from colleges from time to time. The institution informs the students and faculty regarding examination evaluation process through the detailed information incorporated in the college prospectus. University question papers of previous years are kept in college library for the students to get idea of the style and type of questions. All

the important information, changes in evaluation process and new guidelines in this direction from the HP University and the Department of Higher Education are discussed in staff and departmental meetings to apprise the faculty members from time to time. Since 2013, after the adoption of RUSA the semester system came into existence. In the semester system the evaluation of students comprise of End Semester Examination and Internal Assessment. The awards of internal assessment are based on three components viz. attendance, midterm test and assignments/seminars etc. according to a well defined matrix. The performance of the students in midterm test conducted in each semester is shared with the parents in PTA meetings.

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	0

[View File](#)

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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Enhancing communication skills in English	NIL	25/02/2019	26/02/2019	18	0

[View File](#)

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	From Date	To date	Duration
Four Days	5	29/09/2018	02/10/2018	4

Workshop				
One week Work Shop	1	16/12/2018	22/12/2018	7
Refresher Course	2	03/12/2018	23/12/2018	21
Refresher Course	2	19/11/2018	10/12/2018	22
Refresher Course	2	18/06/2018	07/07/2018	20
Orientation Program	1	12/11/2019	08/12/2019	27
Refresher Course	1	21/11/2018	28/02/2019	100
Refresher Course	1	19/11/2018	28/02/2019	102
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
50	2	26	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Pension, Commuted pension facility, Gratuity, earned leaves encashment, insurance benefits under GIS, medical reimbursement facility, maternity and paternity leaves, personal accidental insurance scheme, Govt. accommodation etc. However, New Pension Scheme (NPS) is applicable to the employees appointed after 2003.	Pension, Commuted pension facility, Gratuity, earned leaves encashment, insurance benefits under GIS, medical reimbursement facility, maternity and paternity leaves, personal accidental insurance scheme, Govt. accommodation etc. However, New Pension Scheme (NPS) is applicable to the employees appointed after 2003.	Various scholarship schemes

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

It is a regular feature of the institution to conduct the internal and external audit. A committee consisting of the Bursar and other senior faculties is formed. This committee monitors the receipts and expenditure of the institution and verifies the bills and vouchers after observing codal formalities. This internal audit committee reports to the Principal. CAG and CA conduct external audit regularly. Beside this, Local Audit Department also conduct audit of the funds i.e. PTA fund, Amalgamated fund etc.

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/ Grnats received in Rs.	Purpose
PC Mahajan Memorial Capt. Kishan Chand Lakhanpal Memoral	10500	Scholarship to the brilliant students
View File		

6.4.3 – Total corpus fund generated

0

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	Yes	Directorate of Higher Education	Yes	Institutional Academic Committee
Administrative	Yes	Directorate of Higher Education	Yes	Head of the Institution

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The Parent-Teachers Association (PTA) of the college always remains proactive and concerned regarding the welfare of the students and the development of college as well. PTA is very much concerned with the security of students particularly girls. However, CCTV cameras are installed in the college campus even then the security guards are appointed through the PTA funds. Apart from this, PTA remains concerned about the safe drinking water and uninterrupted power supply in the institution. During this session, the PTA of the college engaged coaches for the weight lifting and kho-kho to facilitate the students in the respective games. A green room was constructed and the parking area was developed. PTA of the college also provided funds for the white washing in the IGNOU building, canteen building etc.

6.5.3 – Development programmes for support staff (at least three)

As per the directions of Directorate of Higher Education, Himachal Pradesh, Shimla three tier development programme for the support staff is organized:-
a) Training programme at Himachal Pradesh Institute of Public Administration (HIPA) Shimla. b) Training programme at Govt. College of Teacher Education, Dharamshala c) Financial literacy programme

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1) . A soft ware for communication skill was purchased with 101 console along with headphones within built microphones has been installed in the Central Lab of the college. 2) B. Voc degree programme in Retail Marketing was started. 3) B. Voc degree programme in Tourism and hospitality started. 4) Automation of library and bar coding of books

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	National Conference on Quality of Higher Education	22/02/2019	27/03/2019	27/03/2019	550
2018	Reference, Text and General Books purchased as per new syllabus	12/10/2018	01/07/2018	30/06/2019	1000
2018	Upgradation of M.Sc. Bot any/Zoology labs and purchase of new equipments	12/10/2018	01/07/2018	30/06/2019	40
2018	General orientation programme for the first year students was conducted in the first week of July	01/07/2018	01/07/2018	06/07/2018	1200
2018	Admission Guidance committee was formed to guide the students for different choice of subjects offered by the college	18/06/2018	18/06/2018	27/06/2018	1400

[View File](#)

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	Period from	Period To	Number of Participants
--------------	-------------	-----------	------------------------

programme				
			Female	Male
Women Cell Awareness cum Interaction Programme	09/08/2018	09/08/2018	250	0
International Women's Day Celebration	08/03/2019	08/03/2019	90	20

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	0
Any other similar facility	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	28/07/2018	1	Blood Donation Camp	1	40
2018	1	1	03/08/2018	1	Plantation Drive in Children Park Hamirpur	1	50
2018	1	1	07/09/2018	1	Camp on Social Service and its Relevance	1	80

2018	1	1	01/12/2018	1	World Aids day Celebration	1	100
2018	1	1	05/12/2018	1	Campaign against drug abuse	1	150
2018	1	1	27/12/2018	1	Drug Abuse awareness rally and awareness campaign in Mati Tihra Panchayat, Distt. Hamirpur	1	60
2019	1	1	09/02/2019	1	Traffic Awareness workshop in association with Police	1	55
2019	1	1	21/06/2019	1	International Yoga Day	1	450

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus For U.G P.G courses	21/06/2018	The prospectus cum handbook of information addresses all essential information about institutes discipline related activities e.g. anti-ragging, prohibition of cell phones in around the classrooms, prohibition of smoking in and outside the campus and other unwanted activities. It also informs the students about classroom norms, minimum lecture condition, fines and leave rules, college library rules.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Cleanlinee in College Campus	27/07/2018	27/07/2018	100
Blood Donation Camp	28/07/2018	28/07/2018	40
Teachers Day Celebration	05/09/2018	05/09/2018	2000
NSS Day Celebration	24/09/2018	24/09/2018	100
Mahatma Gandhi Jyanti	02/10/2018	02/10/2018	450
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- The college area free from grounds and building is fully landscaped with trees and plants
- Cleanliness drive near a natural water body near Anoo on 23rd May, 2018 by 45 NCC and Eco Club students (1435)
- Plantation drive on 30th August, 2018 by 16 NCC volunteers
- Bhang Ukhado on 23rd August, 2018 by 40 students of R R
- Weed and cannabis eradication drive on 24th Aug, 2018 by 90 NSS students
- Cleanliness drive and plastic free environment on 25th August, 2018
- Cleanliness drive at Children Park on 26th Sep, 2018 by 20 NCC students
- Campaign against drug abuse by NSS volunteers on 3rd Oct, 2018 and 5th Dec, 2018(60 and 150 students respectively)

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title: Student centric activities

Goal The students of the college come from various backgrounds with diverse social and economic conditions. They have dormant potential and skills. The college aims at actuating the students to realise their potential and tone up skills, in order to transform them into knowledgeable and aware citizens through various value based and social activities of various organisations active in college.

The Context The college always strives for overall development of students through student centric social, cultural and sports activities. The practice Efforts are put in by college to involve students in various student centric activities through NSS, NCC, Rovers and Rangers, red ribbon club, rotract club and sports department of the college. Students are oriented about activities of these organisations after the admissions are over. Through these organisations, they are motivated to contribute in cleanliness campaign, plantation campaign, drug abuse awareness campaign, AIDS awareness campaign and celebrate important national and international days. This not only helps them to inculcate spirit of team work, healthy competition, but also provides an opportunity to imbibe social values and learn life skills. NSS volunteers and NCC cadets organise activities like cleanliness and plantation in and around the college on regular basis. NCC cadets of college participate in various training camps, parades, trekking and social activities. Blood donation camps are organised in college twice a year by NSS, NCC, rovers and rangers and rotract club. Besides NSS volunteers also donate blood whenever required by any person in need. National and international days like science day, sports day, NSS day, International women's day, International Yoga day, world AIDS day, constitution day, voter awareness day, nutrition day and surgical strike day are celebrated from time to time. Sportsmen of the college have grabbed medals at state and national level games. In many sports events college has won champion trophies and runner up trophies in succession for years. Evidence of success

1. Sixty four NCC

cadets participated in swachh Bharat abhiyan at children park Hiranagar, Anoo and college campus. 2 Four NCC cadets participated in trekking at Baijnath, Amarkantak. 3 NCC cadet Ashish Kumar participated in Pre republic day camp at Ropar, Punjab. 4NCC shooting team of college won bronze medal in inter college shooting competition at Shimla. 5 Blood donation camp was organized twice in the session by NSS, NCC, Red ribbon club and rotract club. 6 AIDS awareness programme and rally were organised on world AIDS day by red ribbon club. 7 Traffic rules awareness workshop was organised by NSS in association with police department Hamirpur to sensitise students. 8 NSS volunteers, Rovers and Rangers and NCC cadets participated in plantation campaign in college campus as well as in Heeranagar forest area. 9Awareness programme and rally on SVEEP (systematic voter's education and electoral participation) was organised in the college. 10 Cleanliness drive was carried out in college on regular basis by NSS, NCC under Swachhata abhiyan. Campus is declared tobacco/ smoking free and no tobacco products are used within 100 mts of college campus. 11 NSS volunteers participated in mock exercise on disaster management memory walk on the eve of Anniversary of 1905Kangra earthquake, organised by district administration Hamirpur. 12 A workshop on Biodiversity and existence of man was organised in association with forest department Hamirpur by NSS. 13 A drug abuse awareness campaign was organised in Mati Tihra panchayat of Hamirpur by NSS. 14 Sixty nine medals including 26 gold, 18 silver, 25 bronze medals were won by college students in various state level sports competitions. 15 Miss Priya Thakur was adjudged best athlete of Himachal Pradesh University Shimla. 16 College won winner trophy in state level inter college Kho Kho championship. 17 English department organised 2 days workshop on English speaking to improve oratory skill of the students. Problems encountered 1 Lack of funds 2

Difficulty of motivating students during peak session and at the end of session when they get with the preparation of their examinations. Best Practice 2

1.Title of The Practice: Environmental and cleanliness initiatives Goal Cleanliness and environmental awareness are essential parameters of any healthy and sustainable human society. So, there is urgent need to transform students into cleanliness and environment warriors, so that sustainable relationship between man and surroundings can be maintained. The Context The college always strives to inculcate the qualities of Cleanliness and environmental awareness among students. So that they develop empathic attitude towards the environment and contribute positively to sustain their environment. The Practice Students are motivated to participate in cleanliness activities in college campus and at other places in the town. The Swachh Bharat campaign is being carried out successfully in college through organizations like NSS, NCC, Rovers and Rangers and Eco club regularly. The students are also motivated to promote the activities of environmental awareness drive, plantation, weed eradication, environmental friendly practices such as pooling of vehicles to reduce carbon footprints and strict ban on cigarette/tobacco products. Evidence of Success • Various species of plants were planted in college campus through plantation campaign in rainy season to enhance Carbon neutrality. • Teachers and students pool vehicles for commuting to reduce pollution. • Cigarette and tobacco products are strictly banned within 100m of college campus. • Dustbins have been placed at various locations in the institution. They are periodically cleaned away by the staff. • No disposable plastic materials are used in college campus. • Plantation campaign was carried out in forest area of Hamirpur by NSS, NCC and college students under the supervision of Forest Department, Hamirpur. • A special cleanliness and beautification drive was carried out during annual 7days special NSS camp in December, 2019. • Six graffiti depicting important social messages on communal harmony, drug abuse awareness, environmental consciousness, biodiversity conservation and importance of library, armed forces, sports were painted by NSS volunteers to spread awareness among students and visitors. • Uprooting of cannabis and lantana weeds was done in college campus by NSS, NCC volunteers. • A special

cleanliness campaign was carried out around IGNOU centre during visit of director IGNOU Shimla. Problem Encountered Time constrain was the problem as plantation activity period July-Aug coincides with peak teaching periods of the session.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.gchamirpur.org/doc/Best_Practices_2018-19.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

NSCBM Govt. College, Hamirpur was established in the year 1965. Located on the Hamirpur-Sujanpur State Highway No-39, it is spread in 24.8 acres and easily accessible. The college is situated in Hamirpur town, the educational hub of the state, and offers quality education to 4151 students. Since its inception, college aims at overall development of students so that they emerge in society as knowledgeable and enlightened citizens through acquired value system. So, in addition to studies, students of college are accentuated to participate in value based and social activities through NSS, NCC, Rovers and Rangers, Red Ribbon Club and Rotract Club. Besides, they also participate in noble deed of donating blood through blood donation camps and whenever emergency blood donation need arises. Students also celebrate various National and International days of social and educational importance. Participation in sports activities inculcates in them the spirit of discipline and team work. As an outcome, the vision of this institute has resulted in overall development of the youth of the region, who are serving the country and society in various fields.

Provide the weblink of the institution

<http://www.gchamirpur.org/images/ID2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

To start PG Classes in Botany and Zoology. To purchase books for PG Classes in Botany and Zoology so that classes could be run smoothly To organize an International Conference by the Department of Mathematics and National Seminar/Conference by the Departments of Sociology and History to update the knowledge of the faculty and to impart quality education to the students The project of Library automation will be completed as soon as possible to facilitate the students To meet the scarcity of water, one overhead water tank to be constructed in collaboration with HPPWD Hamirpur To facilitate the students for cultural activities like HPU Youth Festivals, CSCA cultural function, the project of roofing of open theatre stage will be completed in the coming academic session in consultation with the HPPWD Hamirpur from RUSA funds. To construct Septic tanks for the Boys and Girls Hostels The process of the completion of Indoor Sports Complex in association with HPPWD Hamirpur will be speed up so that the facilities of sports can be provided to the students To construct the pathway for connecting the sports complex nearby library To dismantle the unsafe part of the old college building i.e. room no. 6, 7 and adjoining gallery near new science block and the old toilets near library for the safety of the students.