

**Annual Quality Assurance Report
Government College Solan
Session: 2012-13**



Submitted by:

**Internal Quality Assurance Cell (IQAC)
Government College, Rajgarh Road, Solan
Tehsil and District Solan (H.P)-173212**

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The Annual Quality Assurance Report (AQAR) Session 2012-13

Part – A

AQAR for the year

2012-13

1. Details of the Institution

1.1 Name of the Institution

Government College, Solan

1.2 Address Line 1

Govt. College

Address Line 2

Rajgarh Road

City/Town

Solan

State

Himachal Pradesh

Pin Code

173212

Institution e-mail address

gcsolanhp@gmail.com
gcsolan-hp@nic.in
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Contact Nos.

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Name of the Head of the Institution:

Mrs.ReenaTanwar

Tel. No. with STD Code:

01792- 229223

Mobile:

094184-51014

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

OR

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

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	78.15	2006	2006-2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

- i. AQAR2011-2012 submitted to NAAC on 03/06/2016.

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI(Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) BCA, BBA and PGDCA

1.11 Name of the Affiliating University (for the Colleges)

Himachal Pradesh University,
Shimla (H.P.)

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

Autonomy by State/Central Govt. / University NO

University with Potential for Excellence NO UGC-CPE NO

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2.IQACComposition and Activities

2.1No. of Teachers

2.2No. of Administrative/Technical staff

2.3No. of students

2.4No. of Management representatives

2.5No. of Alumni

2.6No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8No. of other External Experts

2.9 Total No. of members

2.10No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- a) In collaboration with Career counselling and Guidance Cell, various departments and societies working in the college, IQAC organized three legal literacy lectures on RTI, RTE, Consumer Protection Act, prevention of Domestic Violence against women, free legal aid and compensation for motor vehicle accident victims and special emphasis on environment protection was focused.
- b) For the holistic development of the students, seminars on different current issues, tutorials, quizzes, debate competitions were organized during the session and other extra co-curricular activities related to NCC, NSS, RED Ribbon Club were initiated and organized with these clubs- societies and departments.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Preparation of academic calendar for all the activities in the beginning of session.	1. Academic calendar was prepared and incorporated in the prospectus.
2. To install safety grills in corridors.	2. Rs. 358361 was spent in the installation of safety grills in corridors.
3. To strengthen the Career counselling cell to organise more seminars for students.	3. Eight seminars were organised by Career counselling cell.
4. Students will be given more encouragement for participating in extracurricular activities.	4. Our students participated in various cultural and sports competitions organized by different clubs, various
5. To remove the debris and sand behind the	

<p>arts block as it was damaging the college building and to create a cemented path college ground and also install dustbins at different site in the college.</p> <p>6. Repair and purchase of Furniture of college and hostels was also initiated with the furniture committee.</p> <p>7. To initiate the fencing of college boundary so as to stop the encroachments.</p> <p>8. To explore the possibilities of other courses.</p> <p>9. Thrust on environment protection. Celebration of Science Day, Ozone day celebration.</p> <p>10. To strengthen the OSA and PTA.</p> <p>11. To strengthen Library and e-resources.</p> <p>12. Proposal to construct an auditorium for the college and new toilet in arts block.</p>	<p>institutions, Government agencies etc. Some of them made the college proud by earning laurels in various fields like debate, recitation, locution etc.</p> <p>5. Rs. 55,000/- was spent on clearing of debris behind Arts Block. And Rs. 40000/- was spent on cemented path. Dustbins were placed at different sites in the college.</p> <p>6. Rs. 122786 was spent on furniture repair and purchase for college and hostels.</p> <p>7. The demarcation was completed through the revenue department and the fencing of college boundary is in pipeline.</p> <p>8. M. A. Economics was introduced and one year certificate course in communication and functional English has started to strengthen the foundation of English of students.</p> <p>9. Various activities were organised by Nature Club and the geography department of the college e.g. Wild Life and Environment Week in the first week of Sept., Tree plantation Was celebrated and a Quiz Competition sponsored by WWF India was organised</p> <p>10. Many meeting were held with OSA and PTA. They expressed their desire to extend full cooperation and support for the welfare and betterment of college. Six benches (approx. Rs 60000/-) were</p>
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	<p>donated by OSA and few teachers and supporting staff were recruited through PTA.</p> <p>11. N-List programme INFLIB NET has been subscribed in which 51000 e-books and 2100 e-journals can be accessed. Some new books were also purchased.</p> <p>12. Govt. Deposited Rs. 80 Lacs with PWD for auditorium and the process for new toilets in arts block was initiated in collaboration with OSA.</p>
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*** Attach the Academic Calendar of the year as Annexure.(See Annexure I)**

2.16 Whether the AQAR was placed in statutory body: Yes No
 Management Syndicate Any other body

Provide the details of the action taken

The IQAC of the college approved the AQAR after due deliberations with the principal and staff.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NIL	NIL	NIL	NIL
PG	1	1	NIL	NIL
UG	5	NIL	2	2
PG Diploma	1	NIL	1	1
Advanced Diploma	NIL	NIL	NIL	NIL
Diploma	NIL	NIL	NIL	NIL
Certificate	NIL	3	NIL	NIL
Others	NIL	NIL	NIL	NIL
Total	7	4	3	3

Interdisciplinary	2	NIL	NIL	NIL
Innovative	NIL	NIL	NIL	NIL

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

Open Elective/CBCS

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	NIL
Annual	4

1.3 Feedback from stakeholders* Alumni -- Parents -- Employers -- students

(On all aspects)

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

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

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

No

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

- M.A. in Economics.
 - One Year Certificate course in Communication and Functional English.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	51	21	30	-	-

2.2 No. of permanent faculty with Ph.D. 23

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	-	-	-	-	-	-	-	-	-	03

2.4 No. of Guest and Visiting faculty and Temporary faculty - - 07

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	05	13	01
Presented papers	03	13	01
Resource Persons	Nil	Nil	02

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

Use of Multimedia, Discussion, Seminars, Quizzes for students and Educational Tours and excursions for the students.

2.7 Total No. of actual teaching days during this academic year (Excluding Examination and Evaluations) 120

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

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

2.10 Average percentage of attendance of students 75-78 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		pass	I	II	III	Pass %
B.A. I	496	309	21.7	22.5	17.94	62.29
B.A. II	388	325	25.25	28.86	29.63	83.76
B.A. IIII	406	398	34.97	43.84	19.21	98.02
B.Sc. I	252	153	26.19	26.98	7.53	66.71
B.Sc. II	93	83	51.61	27.95	7.67	89.24
B.Sc. IIII	76	75	76.31	14.47	7.89	98.68
B.Com. I	434	286	23.96	23.50	18.40	65.89
B.Com. II	378	320	30.6	37.5	16.4	84.65
B.Com. IIII	235	233	49.3	43.4	6.3	99.14
M.A.(Eco)	26	26	15.3	26.9	-	100
IstSem	27	28	3.57	10.7	85.7	100
M.A.(Eco)IIIndSem						
M.A.(Eng.) Ist Sem	19	19	47.3	42.1	10.5	100
M.A.(Eng.)IIInd Sem	17	17	70.5	29.4	-	100
M.A. (Eng.)IV	17	17	29.4	35.2	-	100
BCA Ist Year	59	18	15.2	15.2	-	31
BCA IIInd Year	56	27	37.5	10.7	-	48
BCA IIIrd Year	52	24	46.15	-	-	46
PGDCA Ist Sem	25	9	36.0	-	-	36
PGDCA IIIndSem	22	9	66.6	-	-	40.9
BBA Ist Sem.	39	22	12.8	41.02	2.56	56
BBA IIInd Sem	38	11	5.26	23.68	0	28
BBA IIIrd Sem	31	24	32.25	45.16	0	45
BBA IVth Sem	33	29	51.51	33.33	3.03	87
BBA Vth Sem	40	31	47.5	30.0	0	77
BBA VIth Sem	40	24	23	2.5	0	60

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

i) Motivate staff members to attend various programmes related to new trends in teaching approaches and provide a better atmosphere for encouraging research related programmes. Faculty members are encouraged to enrich their teaching-learning skills, by participating in seminars/workshops/conferences etc.

ii) To make teaching and learning material readily available for the teachers, ensure access to internet and computers for all faculty members and students.

2.13 Initiatives undertaken towards faculty development.

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	01
HRD programmes	NIL
Orientation programmes	01
Faculty exchange programme	NIL
Staff training conducted by the university	01
Staff training conducted by other institutions	5 SCERT
Summer / Winter schools, Workshops, etc.	02
Others	NIL

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	03	NIL	NIL
Technical Staff	10	05	Nil	NIL

Criterion – III

3. Research, Consultancy and Extension

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

Teachers were encouraged to participate in various seminars, conferences at state, national as well as international level. Some of the teachers undertook major/minor projects sponsored by UGC.

3.2 Details regarding major projects

Topic- concessional finance and social economic development of minorities in HP Detailed study of HP Minorities.

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	01	01	
Outlay in Rs. Lakhs		6,24,600/-	Sanctioned in March 2013 to Dr. Kewal Krishan from UGC(Dept. Of Commerce)	One

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
(a)Number (01)	01 Completed in May 2012			
Outlay in Rs. Lakhs A Minor Research Project (by Dr.Kewal Krishan)	70,000/-	NIL	NIL	(b)Submitted a minor research project through HPU for UGC approval by Dr.Pawan and Dr. Anil Thakur Dept. Of Physics

3.4Details on research publications

	International	National	Others
Peer Review Journals	7	5	
Non-Peer Review Journals	Nil		
e-Journals			
Conference proceedings	2		

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	March, 2013	UGC	6,24,600/-	Received Rs. 6,24,600/-
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	70,000/-	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	--	--	--	--
Any other (Specify)	--	--	--	--
Total	--	--	--	--

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from- **Not applicable**

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through Internal Resources

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01		01				

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	Nil	State level	01
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	04
National level	04	International level	Nil

3.25 No. of Extension activities organized

University forum		College forum	
NCC	02	NSS	02
Any other			

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

- Participation in Independence Day and Himachal Day (20 Cadets).
- Environment week celebrated from Sept.10 to Sept. 15, 2012.
- Tree plantation camp on 08/08/2012.
- NSS special camp at village Harath, Panchyat Salogra, Disst. Solan.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	38, 425 sq. m.	Nil	--	38, 425 sq. m.
Class rooms	20	Nil	--	20
Laboratories	11	Nil	--	11
Seminar Halls	Nil	Nil	--	Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	Nil	--	Nil
Value of the equipment purchased during the year (Rs. in Lakhs) Chemicals Glassware etc.	---	497322	--	497322
Others: (Multipurpose Hall, Staff Room, Girls common room, sports room, IQAC room, CSCA room, IQAC rooms, Examination room, NCC and NSS room.	1 each	Nil	--	1 each

4.2. Computerization of administration and library:

All the offices of the college are computerized. An ambitious and effective plan initiated by HRD ministry i.e. N-List programme INFLIB NET has been subscribed in which 51000 e-books and 2100 e-journals can be accessed. One laser printer was purchased for library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	770	7934	Nil	--	770	7934
Reference Books	700	110000	Nil	--	700	110000
e-Books	51000+	5000PA	Nil	--	90000+	5000PA
Journals	2	1800	Nil	--	2	1800
e-Journals	2100+	5000PA	Nil	--	2100+	5000PA
Digital Database	Nil	----	--	--	---	---
CD & Video	Nil	---	--	--	---	---
Book Bank	727	46112	Nil	--	727	46112
General Books	20506	832162	40	11127	20546	843349
UGC Books	5598	891826	102	54067	5700	945893
BBA Books	238	71524	30	5580	268	77104
BCA Books	323	109361	Nil	--	323	109361
Others (specify)	Nil	---	Nil	--	Nil	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	81	02	Broad Band	1	1	2	23	Nil
Added	5	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	86	02		1	1	2	23	Nil

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

Computers are installed in BCA Lab, Library for the use of teachers and students. In library they can have access to e-books and e-journals and internet. ICT laboratory has also been available to students and teachers for the purpose. Most of the departments are provided with computer with internet facility.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.21
ii) Campus Infrastructure and facilities	7.55500
iii) Equipments	3.55
iv) Others : Furniture	0.54104
Total :	11.85142

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC has taken care of student needs and interests imparting them support services such as Scholarships, Career Guidance and placement.
- Environment awareness programmes are organised in collaboration with Nature's club/Botany/Geography Departments of the college.

5.2 Efforts made by the institution for tracking the progression

- IQAC holds meetings to record and review all the activities regarding the enrolment of students in various courses.
- It also keeps record of student participation in various activities carried out in the college.
- House tests and class tests are being conducted on regular bases.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3223	61	NIL	BCA- 177 BBA- 110 PGDCA- 26 Comp. Application Add-on Course-27 Mass communication and Journalism - 07

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1593	43.8		2038	46.2

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2998	574	195	94	02	3861	2680	653	186	112	Nil	3631

Demand ratio: 1:2.7

Dropout % -----

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

Nil

No. of students beneficiaries

5.5 No. of students qualified in these examinations: **NIL**

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

5.6 Details of student counselling and career guidance

Career counselling and Guidance Cell of the college plays a crucial role in grooming and shaping the future of students. In collaboration with various departments and societies working in the college, this cell organized three legal literacy lectures on RTI, RTE, Consumer Protection Act, prevention of Domestic Violence against women, free legal aid and compensation for motor vehicle accident victims. Apart from this another interactive seminar by Infomaths Studies Pvt. Ltd., a lecture on Employment Learning opportunities through stock market was also delivered. An aptitude test for BCA, BBA, PGDCA was held on Nov.19, 2012. In keeping with the needs of the students in present scenario the cell organized an Entrepreneurship Awareness camp on Oct. 20, 2012 for the students conducted by Consultancy Organization.

No. of students benefitted

5.7 Details of campus placement: Nil

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

5.8 Details of gender sensitization programmes

- Formation of women anti-harassment cell.
- This cell has organized various programmes to create awareness among students regarding women' issues and sensitized the students. In this regard a talk was delivered by an eminent social worker and advocate Mr. Narender Aggarwal on 17th Dec. 2012 . On Feb. 14, 2013 another programme was organized by the cell with the main focus on the report of Justice Verma Committee followed by the formation of Human Chain.

5.9 Students Activities

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

State/ Inter University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sport: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	83	279032
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

1. Environment week celebrated
2. Tree plantation drive was conducted.
3. NSS special camp was organised at Village –Harath.
- 4 Blood donated by our students in Zonal Hospital from time to time and also on requirement.

5.13 Major grievances of students (if any) redressed:

Most of the demands/ grievances of the students pertained to the maintenance of the infrastructural facilities are taken up on regular bases through the college building committee. The demand for faculty is communicated to the state Higher Education department for redressal at their end.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Government College Solan, Himachal Pradesh is a premier institute of the state which imparts quality education to the students in social sciences, basic sciences, commerce and performing arts (Music and Painting) at the undergraduate and post graduate level. The college also offers professional courses like BBA, BCA, PGDCA and BJMC to cater to the professional needs of the college. Various categories of courses like horticulture and mushroom cultivation, etc are a part of the regular curriculum in biological sciences, which also serve this end. The college has also opted for Bachelor of Vocational Science in Healthcare and Retail Management which are likely to be made functional from the forthcoming academic session 2016-17. The college aspires to have a transformational impact on students through comprehensive education as outlined above. The college also seeks to inculcate qualities of competence, confidence and excellence among students through co-curricular and extra-curricular activities like Sports, Cultural activities, NCC, NSS, Rovers and Rangers. A finely tempered blending of academic and related activities enable the college to ingrain the qualities of national importance, as envisaged in the Constitution of India and the Framework for higher education adopted by the University Grants Commission, New Delhi, by orienting the students towards the values of secularism, national integration and social commitment. The College further aims to mould the students hailing mostly from the marginalized and weaker sections of the society into better individuals and to guide them to contribute constructively towards the society. The academic and other student oriented programmes of the college eventually aim at ensuring that the students coming out of our campus should be enlightened individuals who are emotionally sound and practically efficient. The faculty members are also encouraged to acquire state-of –the-art information in their fields of study and adopt innovative methods of teaching that will cater to the needs of learners at various levels of study and deliver the vision of the college in practice.

Mission:

When it comes to translate the vision of the college in praxis, the college aims at imparting quality education to the students and equip them to cope with the latest requirements in professional and social spheres through innovative techniques and practices. We are convinced that proper education is the best resort to empower and uplift the youth for individual, social and national welfare. As such, the mission of the college may be stated as:

- To instill scientific zeal among the students and to prepare and develop human resource capable of facing national and global challenges.
- To facilitate students with opportunities to hone their ethics and leadership potential for their better future.
- To sensitize the students towards inclusive social concerns, human rights, gender and environmental issues.
- To inculcate the multidimensional personality development of the learners that will enable them to fulfill the needs of industry and the community at large.

6.2 Does the Institution has a management Information System

College has no standard management information system but data of individual student is kept in computerized form at fee counter.

6.3 Quality improvement strategies adopted by the institution for each of the following:**6.3.1 Curriculum Development**

Curriculum development is dealt by Himachal Pradesh University to which the college is affiliated. Some of our faculty members are part of Board of Studies of the university.

6.3.2 Teaching and Learning

The college has well qualified and experienced faculty. The college follows the academic calendar as per the HP University guidelines and also prepare its own activity calendar. Optimum use of teaching learning material is used. Lesson and lectures are well planned before delivery. Students are encouraged to participate in teaching learning process. Assignments, seminars, quizzes, workshops, practical, educational excursions are organised throughout the year. Prizes are given to meritorious students during annual functions held annually and due publicity is given to them to ensure proper motivation and social recognition.

6.3.3 Examination and Evaluation

Examination reforms initiated by HPU were implemented in letter and spirit. College also conducts House examinations in the month of November-December to evaluate the performance of students. The students are then guided accordingly to improve their performance.

6.3.4 Research and Development

Many teachers have made remarkable contribution in the field of research. As many as 25 papers were presented in various National and International conferences and seminars by the faculty members.

The faculty members are provided with duty leave up to fourteen days for such research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation

During the session many steps were taken to enhance the facilities in the Library. In this connection 211 new text books were added. Already subscribed books include 21 magazines, 5 journals, 13 daily news papers, 2 employment news papers. In addition one new journal, one magazine was also added. College has two boys, two girls hostel, Principal's residence, six staff quarters and four non-teaching staff quarters.

6.3.6 Human Resource Management

Different committees are constituted in the beginning of the session (as per prospectus details) which manages the different student related activities in the college.

6.3.7 Faculty and Staff recruitment

Regular teachers are appointed by the Government through HPPSC.

In view of the shortage of staff in some of the departments and to address the issue four teachers were appointed through in Commerce, Maths and Chemistry Department.

Recruitment of teachers on PTA basis in keeping with the demand of students. Two teachers in commerce dept., One in Maths and Chemistry each were recruited from PTA Fund. In addition to one Assisted Librarian, two sweepers, one security guard for college, and one chowkidar for Girls' Hostel were also recruited.

6.3.8 Industry Interaction / Collaboration

The college has set up a Career guidance and Placement cell which maintains professional relations with the representatives of industry. The students of various departments of the college are taken for industrial visits from time to time to keep them abreast of the latest developments in the market.

A visit to BASE Industry by 50 science students was organised by the college along with two teachers.

6.3.9 Admission of Students

Admission to PG courses and BBA/BCA/PGDCA is done on merit basis. For pass-course annual UG system admissions are done as per H. P. University and H. P. Government guidelines.

6.4 Welfare schemes for	Teaching	Group insurance, GPF Schemes, Medical Leaves, Maternity Leaves, Paternity Leaves, Gratuity etc.
	Non teaching	Group insurance, GPF Schemes, Medical Leaves, Maternity Leaves, Paternity Leaves, Gratuity etc.
	Students	<ul style="list-style-type: none"> • Scholarships for females and other students funded by Government. • Awards and prizes for students. • Book Bank. • Tuition fee exemption to H.P. bonofide girls students. • Hostel facility for students from tribal areas of Himachal Pradesh.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes

No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

Examination related reforms are taken by HP University Shimla, as this college is affiliated to said university.

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

Nil

6.11 Activities and support from the Alumni Association

OSA was functional in the college during 2012-13. On 9/3/2013 OSA Executive Members meeting was held in the Principal Office. All the members expressed their desire to extend full cooperation and support for the welfare and betterment of college.

6.12 Activities and support from the Parent – Teacher Association

Formation of PTA on 21st September 2012 with Principal Prof.Reena Tanwar as Chairperson of PTA other members of Association include:

President : Sh. Bhagwan Das
Vice President: Prof. Jai Krishan
Secretary : Prof.Usha Sharma Negi
Joint Secretary: Mrs.NishaGautam
Treasurer : Dr. Anil Thakur
Advisor : Dr. Santosh Thakur

Association gave time to time valuable suggestion for the development of college and promised all kind of help if need be. Appointed four teachers on period basis and support staff on appointed on daily basis.

6.13 Development programmes for support staff

Training to update the staff with latest computer knowledge and office management is being conducted by H.P. Government from time to time.

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

Many activities were undertaken to keep the campus, neat and clean and was declared as 'No Smoking Zone' and the rules laid down for the purpose were strictly adhered to. 'Nature Club' functional into the college celebrated Wild Life and Environment Week in the first week of Oct. and organized a Quiz Competition sponsored by WWF India. College beautification committee has been constituted for the purpose.

Criterion – VII

7. Innovations and Best Practices

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

1. INFLIBNET software was activated during the session.
2. The various activities and committees/clubs/ societies organised debates, quizzes, seminars, lectures etc. Regularly in the college to sensitize students on issues like AIDS, Ozone hole; Hindi Day celebration.
3. Use of technology and teaching aids, course completion through advance planning and evaluation at regular intervals.
4. Labs upgraded by purchasing new equipments.
5. One year certificate course in communication and functional English has started to strengthen the foundation of English of students.

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

1. Academic calendar was prepared and incorporated in the prospectus.
2. Rs. 358361 was spent in the installation of safety grills in corridors.
3. Our students participated in various cultural and sports competitions organized by different clubs, various institutions, Government agencies etc. Some of them made the college proud by earning laurels in various fields like debate, recitation, locution etc.
4. Rs. 55,000/- was spent on clearing of debris behind Arts Block. And Rs. 40000/- was spent on cemented path. Dustbins were placed at different sites in the college.
5. Rs. 122786 was spent on furniture repair and purchase for college and hostels.
6. The demarcation was completed through the revenue department and the fencing of college boundary is in pipeline.
7. M. A. Economics was introduced and one year certificate course in communication and functional English has started to strengthen the foundation of English of students.
8. Various activities were organised by Nature Club and the geography department of the college e.g. Wild Life and Environment Week in the first week of Sept., Tree plantation Was celebrated and a Quiz Competition sponsored by WWF India was organised
9. Many meeting were held with OSA and PTA. They expressed their desire to extend full cooperation and support for the welfare and betterment of college. Six benches (approx. Rs 60000/-) were donated by OSA and few teachers and supporting staff were recruited through PTA.
10. N-List programme INFLIB NET has been subscribed in which 51000 e-books and 2100 e-journals can be accessed. Some new books were also purchased.

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

1. Extra-curricular activities for the holistic developments of students. Students are encouraged to participate in various sports, cultural and other activities at state and national level.
2. Improving teaching learning process and skill development through field/industry exposure.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Various clubs and societies remained active throughout the session to sensitize and create awareness among the students for environment protection and cleanliness. Department of Geography celebrated 'Ozone Day' on 16th Sep., 2012. On the occasion Quiz, Poster making, Slogan writing and declamation competitions were organized.

7.5 Whether environmental audit was conducted? Yes No

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

See Annexure II

8. Plans of institution for next year.

1. Introduction of new academic system that is RUSA.
2. Appoint teachers from PTA fund to fulfil the requirement of subject teachers.
3. Repair and reconstruction of flooring of rooms in arts block.
4. Setting up of separate control room for the conduct of house examination and midterm examinations.
5. To initiate cleanliness campaign in the campus.
6. To construct boundary wall around college and near the hostel premises.
7. Installation of grills in college corridor walls.
8. To purchase new equipment for labs.
9. Computerisation of fee counter and updating of software.
10. Renovation and white washing of arts block.
11. Organising lectures by eminent personalities.

Name : Dr. Janesh Kapoor

Signature of the Coordinator, IQAC

Name: Dr. Dwarika Dharela

Signature of the Chairperson, IQAC

Annexure I --Calendar of Activities, 2012-13

Summer Vacation	:	11 th May to 09 th June, 2012
College Reopen	:	11 th June 2012
Admissions	:	1) 11 th June 2012 to 20 th June, 2012 without late fees 2) 21 th June, 2012 to 30 th June, 2012 with late fees of Rs. 10/- per day
Regular Teaching Commences	:	21 st June, 2012
PTA Meeting	:	2 nd Week of Sept, 2012
S.C.A. Election	:	As per date announced by H.P.U.
Supplementary Examinations	:	As per University Date Sheet
Function of subject Societies/clubs:		Sept to Nov, 2012
Youth Festival	:	As per HPU Calendar
Festival Break	:	Starting from 4 days before Diwali upto six days
College Athletic Meet	:	Last week of Nov, 2012
College Excursions/ Study Tours:		Oct./Nov. 2012
House Examinations	:	Nov./Dec. 2012
Filling of University Examination Forms:		Last week of Nov, 2012
N.S.S. Annual Camp	:	Last week of Dec, 2012
Annual Prize Distribution Function:		Feb, 2013
Winter Vacation	:	1 st Jan 2013 to 4 th Feb. 2013
College Reopen	:	5 th Feb. 2013
University Exams.(Practical/Viva):		1 st March to 15 th March 2013
University Exams (Theory)	:	15 th March 2013 onwards

ANNEXURE II--SWOC Analysis of the Institution

Strengths:

- The strength of the institution is its qualified and committed faculty members, industrious administrative staff and faculty is dedicated to teaching-learning and is research oriented.
- The selection of the faculty is done by Himachal Pradesh State Public Service Commission, Shimla.
- Teachers are deputed for attending orientation, refresher courses, seminars, workshops and conferences to get updated on the changing trends in the field of education and related areas.
- Value based and skill oriented education is prime aim of the degree programmes emphasized through well-defined syllabi, recommended reference books, regular classes and assessments with prizes as motivation.
- Remedial classes and tutorial hours for slow and advanced learners are arranged as per the demand
- NSS Camps, NCC Camps, blood donation camps, social awareness drives (Aids awareness, Anti dowry, anti-tobacco, National Integration, etc.) and other outreach activities are conducted to integrate the academic programmes with social and community objectives.
- Involvement of students in organizing various functions by different clubs, societies and departments throughout the year complements class- room interaction.
- Financial support is ensured to students through various scholarships.
- Promotion of programmes which cater to the inculcation of human values, social and gender sensitiveness, self reliance, National integration etc.
- Healthy teacher-student relationship. The availability of teachers outside the class room and after working hours to guide and to counsel is a hallmark in this regard.
- To instil an attitude of respect towards the environment and encourage students not to involve themselves in ragging and any other violent activity in college campus.

Weaknesses:

- Govt. College, Solan is directly managed by the Department of Higher Education, Government of Himachal Pradesh. Although the state government provides adequate grants to the college, yet at times the college is faced with a financial crunch thereby disabling it to expedite the implementation of its activities.
- The faculty is also appointed and managed by the government. Sometimes the teachers get transferred to other colleges in the middle of an academic session which hampers the teaching-learning process.
- Although the college has developed an interactive mechanism with the industry for the benefit of the student and some faculty members are active associates of important academic/research bodies, the institution lacks any active collaboration with the industry and research bodies.

Opportunities:

- Enthusiastic young teachers with research aptitude enable the promotion of a better teaching-learning and research culture.

- Introduction add-on programmes like IT, skill enhancement courses, e-commerce, communication skills, etc. provide the students with opportunity for acquisition of potential /skills for employability.

Challenges:

- Poor educational background of the students hailing from rural and tribal/hard area prove to be a major hurdle in realizing the real potential of the students in academic and related activities.
- The Alumni input and support in terms of finance, academics and personal presence is limited limiting motivation to the students.
- Students are mostly first generation learners getting little motivation from the parents or the society.

Annexure III

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
