

**Annual Quality Assurance Report
Government College Solan
Session: 2014-15**



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)–(2014-15)

Part – A

AQAR for the year

2014-15

1. Details of the Institution

1.1 Name of the Institution

Government College, Solan

1.2 Address Line 1

Government College Solan

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
principalgcsolan@gmail.com

Contact Nos.

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Name of the Head of the Institution:

Dr. Shashi Kumar Sood

Tel. No. with STD Code:

01792-229223

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8988247170

Name of the IQAC Co-ordinator:

Sh. Ashok Munjal

Mobile:

941808636

IQAC e-mail address:

iqacgcsolan@gmail.com

1.3 NAAC Track ID

HPCOGN12580

OR

1.4 NAAC Executive Committee No. &Date:

1.5 Website address:

www.gcsolan.ac.in

Web-link of the AQAR:

www.gcsolan.ac.in/images/aqar14-15.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

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

10-03-2009

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

- i. AQAR_2011-12 submitted to NAAC on 03/06/2016
- ii. AQAR_2012-13 submitted to NAAC on 03/06/2016
- iii. AQAR_2013-14 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

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI(Phys Edu)

TEI (Edu) Engineering Health Science Management

Others(Specify)

BBA, BCA, PGDCA

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 UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

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

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 02

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Held meetings with stakeholders and faculty members and support the teaching learning process. Evaluate the teaching-learning module.
 No Smoking and Anti Pollution Boards are installed in the college premises.

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. College has proposed to start two add-on courses; one in Biotechnology and other in marketing management. 2. To provide Infflibnet facility for students in the college library. 3. Computerisation and digitalisation of	1. Infflibnet facility was provided to students and now they can access around ninety thousand e-books and forty five thousands e-generals through infflibnet. 2. 'Sole-20' software was activated and Process of Computerisation and digitalisation of library is in progress 3. Library was enabled with Wi-Fi 4. One post of Assistant Professor in Political

<p>library</p> <p>4. To fill up vacant posts in the college through local PTA</p> <p>5. To arrange the coaches to train college students in various games, sports and co-curricular activities.</p> <p>6. To provide free Wi-Fi facility to all in the college campus</p> <p>7. Repair and purchased of furniture in the college.</p> <p>8. Encourage the students to participate in various cultural, co-curricular and sports activities in intra and inter college events.</p> <p>9. Laboratories to be equipped with new equipments</p> <p>10. Post Graduate courses to be started in more faculties.</p> <p>11. Collaboration with industries and institutions will be initiated.</p> <p>12. Renovation and white washing of arts block.</p> <p>13. Completion of tiling work in four rooms in Arts block.</p>	<p>was filled.</p> <p>5. Coaches were as and when required.</p> <p>6. Process for the same is in pipe-line</p> <p>7. Furniture was repaired, but no new furniture was purchased.</p> <p>8. Students participated at large in various cultural, co-curricular and sports activities in intra and inter college events.</p> <p>9. New equipments were purchased in laboratories as per requisition.</p> <p>10. Yes, collaboration with institutions and industries were done.</p> <p>11. Renovation and white washing of arts block was done.</p> <p>12. Tiles work in floors of four rooms is completed.</p>
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* Attach the Academic Calendar of the year as Annexure. –**Attached Annexure -I**

2.15 Whether the AQAR was placed in statutory body Yes No

Management NIL Syndicate NIL any other body NIL

Provide the details of the action taken

The IQAC of the college approved the AQAR after due deliberation 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	-----	-----	-----	-----
PG	02	Nil	Nil	Nil
UG	05	Nil	02	02
PG Diploma	01	Nil	01	01
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	08	Nil	03	03

Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options-CBCS & Core
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08
Trimester	Nil
Annual	04

1.3 Feedback from stakeholders: Nil

*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.

RUSA regulations adopted revision of syllabi done under CBCS System by H.P. University

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	53	19	34	Nil	----

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

2.4 No. of Guest and Visiting faculty and Temporary faculty Nil Nil 08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	05	Nil
Presented papers	07	06	Nil
Resource Persons	Nil	Nil	01

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

Use of multimedia, discussions, seminars, tutorials, quizzes and excursion tours are done for students

2.7 Total No. of actual teaching days during this academic year (Excluding Examination and Evaluations) 124 days for BA/BSc/B.Com.-III old pattern
115-125 days in CBCS System

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) NO

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 01

2.10 Average percentage of attendance of students 78-80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A-III	316	0.3%	16%	36%	35.7%	88.60%
B.Sc.-III	165		41%	52%	11%	98.18%
B.Com.-III	351		43%	54	Nil	97.15%
B.A.-I Sem.	661	Not Applicable in CBCS*				
B.A.-III Sem	601					
B.Sc.-I Sem.	460					
B.Sc.-III Sem	353					
B.Com.-I Sem	121					
B.Com.- III Sem.	116					
BBA-III Sem.	41					
BBA-V Sem.	40	7.5%	55%	35%	--	97.5%
BBA -I Sem (Rusa)	40	Not Applicable in CBCS				
BCA-III Year	53	9.4%	60%	7.7%	--	77.3%
BCA-II Year	49	6%	67.3%	8.1%	--	81.6%
BCA- I Sem	60	Not Applicable in CBCS				
PGDCA-I Sem	24	04%	35%	--	--	62.5%
PGDCA-II Sem.	21	80.7%	14.4%	--	--	95.2%
MA Eng.-I Sem	20	--	40	60	--	100
MA Eng.-III Sem	18	--	72.2	27.8	--	100
MA Eco.-I Sem.	26	--	38.4	61.6	--	100
MA Eco.-II Sem.	19	--	73.7	26.3	--	100

- With the adoption of CBCS system by HP University results of students are almost incomplete.

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

- i) Faculty members are encouraged to enrich their teaching-learning skills, by participating in seminars/workshops/conferences etc.
- ii) Internet facility and computers are provided to faculty members.
- iii) Try to make study-conducive environment in the college.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	01
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	12	08	Nil	01
Technical Staff	10	04	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

The faculty members are encouraged to participate in conferences, seminars and other research related activities. Some faculty members are pursuing their Ph. D. from different universities and some teachers are even supervising Ph.D. students.

3.2 Details regarding major projects- NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects - NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	06	NIL
Non-Peer Review Journals	03	NIL	NIL
e-Journals	NIL	NIL	NIL
Conference proceedings	NIL	NIL	NIL

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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL

Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
Any other(Specify)		NIL	NIL	NIL
Total		NIL	NIL	NIL

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	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
NIL						

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) --NIL

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- NCC unit organised a cleanliness programme titled "Safai Abhiyan" in November, 2014
- NCC unit of this college observed International Day for girl Child on Oct.11, 2014. A Lecture by Capt. Khatri AO, NCC, unit Solan was organised on this day.
- NSS unit of this organised seven days annual camp at w.e.f. 06-02-2015 to 12-02-2015 at Harath village around 10 KM from college campus.
- NSS unit of this college organised six different camps for cleanliness and campus beautification.
- Nature and Environment Protection Club of the college organised a Poster Making Competition on International Day of Forests.
- Career Guidance Cell organised workshop on 'Legal Awareness' in collaboration with sub-division legal service cell Solan. Information regarding RTI, consumer rights, cyber crime etc. Were dissipated.
- Under the banner of Career Guidance Cell 'Eye Check-up' camp was organised in the college, where eyes of many students were checked by doctors came from Panchkula.
- In the month of Feb.2015, Career Guidance seminar was organised in the college in collaboration with 'First Hill Multiplex Private Co. Ltd. Pinjore', where 15 students of our college were selected for recruitment in the company.

- Women development cell of this college organised a talk and small workshop on 'Computer Application' in the college hostel in collaboration with Rotary Club Solan, where Mr. Manish Tomar delivered his lecture followed by demonstration.
- Seven Rovers and Seven Rangers participated in six days republic day parade camp held at Shimla w.e.f. 21-01`-2015 to 26-01-2015
- Four Rovers and Four Rangers participated in National Trekking camp held at Riddamalar (Bikaner) w.e.f. 03-01-2015 to 07-01-2015
- Six Rovers of this college participated in Praveen camp held at Taradevi w.e.f.- 01-08-14 to 05-08-2014
- Three Rovers and Three Rangers participated in state level River Rafting training camp held at Pong dam w.e.f.-17-11-14 to 30-11-14
- Five Rovers and Four Rangers participated in State Level Rally held at Sundernagar.
- Music Department of this college organised one day workshop.
- English Department of this department organised a lecture on the topic 'Literary Theory' for MA students, the speaker was Dr. Roshan Sharma from Central University Dharamshala. This department also invited Dr. Deepak Thakur to deliver a lecture on 'UGC NET Exam.'

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.	----			----
Value of the equipment purchased during the year (Rs. in Lakhs)	--	1.96	Science Fund	1.96
Others				
1 Multi Purpose hall	01	NIL	NIL	NIL
2 IQAC/UGC Resource Room	01	NIL	NIL	NIL
3 Sports Room	01	NIL	NIL]NIL
4 COE Room	01	NIL	NIL	NIL
5 NCC Room	01	NIL	NIL	NIL
6 NSS Room	01	NIL	NIL	NIL
7 Girls Common Room	01	NIL	NIL	NIL
8 CSCA Room	01	NIL	NIL	NIL

4.2 Computerization of administration and library

Principal office and administrative office, both are fully computerised with internet facility, while computerisation of library is already done and Catalogue digitalisations of 1200books are also done and same process is in progress under e-granthalay.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	770	Rs.7934	Nil	Nil	770	Rs.7934
Reference Books	700	Rs.110000	90	Rs.30000	790	Rs.140000
e-Books	90000+	Rs.5000 PA	Nil	NA	90000+	Rs.5000 PA
Journals	02	Rs.1800	Nil	--	02	Rs.1800
e-Journals	4500+	Rs.5000 PA	Nil	NA	4500+	Rs.5000 PA
Digital Database	Nil	--	Nil	NA	Nil	--
CD & Video	Nil	--	Nil	NA	Nil	--
Book Bank	727	Rs.46112	Nil	NA	727	Rs.46112
General Books	20550	Rs.844244	Nil	NA	20550	Rs.844244
UGC Books	5700	Rs.945893	Nil	NA	5700	Rs.945893
BBA Books	268	Rs.77104	Nil	NA	268	Rs.77104
BBC Books	323	Rs.109361	79	Rs.22846	403	Rs.132207

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	86	02	46	01	01	02	23	Nil
Added	00	00	NIL	NIL	NIL	NIL	NIL	NIL
Total	86	02	46	NIL	NIL	02	23	NIL

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

Wi-Fi Internet Service has been introduced in the Library. There are three computers in the Library and two computers in the staff room for users with internet facility. Teachers and students are oriented in the use of e-recourses as well as in the use of library collection. Students may use computers in the computer laboratory. Many departments have their own computers.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.41
ii) Campus Infrastructure and facilities	11.86
iii) Equipments	1.96
iv) Others	NIL
Total :	14.23

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Circulating information through notices and prospectus.
- Orientation programmes about RUSA CBCS system for 1st Semester students.
- Students are guided to undertake various internship programme /projects as per need.
- Students are given assistance about CBCS/RUSA through 'Sahataya Kendra'.
- Emphasis is given to VI semester students regarding the orientation of CBCS credit accumulation for honour/major courses.
- Students are given assistance through Carrier Counselling Cell and Grievances cell.
- Providing academic calendar in the beginning of the session.
- Extending financial assistance to economically and socially weaker session.

5.2 Efforts made by the institution for tracking the progression

- Regular class test, mid-term test, tutorials, seminars, quizzes, are held on regular basis.
- Record of students' performances is prepared time to time.
- Continuous evaluation of practical exercises in Laboratory bases subjects.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3680	107	Nil	309

(b) No. of students outside the state

16

(c) No. of international students

Nil

Men

Women

No	%
1666	40.7

No	%
2430	59.3

Last Year (2013-14)						This Year (2014-15)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2706	676	64	107	00	3653	3138	695	167	96	04	4096

Demand ratio 1: 2.4

Dropout %: Data Not Available

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

English dept. organised one day coaching for students preparing for NET/SET.

No. of students beneficiaries

5.5 No. of students qualified in these examinations: Data not available

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

5.6 Details of student counselling and career guidance

- Career Guidance cell organised workshop on ‘Legal Awareness’ in collaboration with sub-division legal service cell Solan. Information regarding RTI, consumer rights, cyber crime etc. were dissipated.
- Under the banner of Career Guidance Cell ‘Eye Check-up’ camp was organised in the college, where eyes of many students were checked by doctors, who came from Panchkula.
- In the month of Feb.2015, Career Guidance Seminar was organised in the college in collaboration with ‘First Hill Multiplex Private Co. Ltd. Pinjore’, where 15 students of our college were selected for recruitment in the company.

No. of students benefitted

5.7Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	60	15	Nil

5.8Details of gender sensitization programmes

College women anti-harassment cell organises various activities regarding hygiene habits, legal rights and redressal of grievances for women.

5.9 Students Activities

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

State/ 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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	NIL	NIL
Financial support from government	103	542633/
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

5.13 Major grievances of students (if any) redressed:

Most of the demands of the students pertained to maintenance of infrastructure facilities are taken up regularly by 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 the professional needs of the Students/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 instil 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 full fill the needs of industry and the community at large.

6.2 Does the Institution has a management Information System

College uses the PMIS developed by the NIC for the Govt. of H.P. for emphasis. The record/data of students is also kept in a computerised form.

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

Curriculum development aspect is dealt by Himachal Pradesh University Shimla, where the college is affiliated with. However some of the senior teachers are the member of the board of studies.

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. Audio-visual aids are used and teachers also designs the practices/sample question papers and same practice is done in the class rooms. Learners evaluate the teachers by random sampling through questionnaires.

6.3.3 Examination and Evaluation

As college is affiliated to Himachal Pradesh University, Shimla, the examination and evaluation are conducted as per university schedule and guidelines, where as evaluation at college level is concerned students are evaluated through mid-term tests, tutorials, quizzes, class attendance, practical, and this evaluation is also have weightage in the final evaluation of students.

6.3.4 Research and Development

To keep the research atmosphere and temper alive in the college the faculty members are encouraged to take-up research projects initiated by the affiliating university or by the UGC. Faculty members on their own also keep on interacting with various research bodies and participate in various research projects. Some of the faculty members being a member of the professional bodies like Indian Association off Physics Teachers, Him Science Congress etc attend conferences which in turn helps them in effective implementations and operationalisation of curriculum. Faculty members are given financial aid by UGC for participation in conferences/seminars and also fourteen days leave are given to attend such events.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Digitalisation process of library is in progress, as the LMS Soul2.0 software has been purchased. Principal office, administrative office, Library, BCA lab and few departments have computers enabled with Wi-Fi. College has its own building along with the residential facility for Principal, and few members of faculty and staff. There are also two hostels for girls and one for boys.

6.3.6 Human Resource Management

This institute has very effective mechanism for assessing adequate human power requirements. Various committees are formed in the beginning of the session. Beside teaching work all faculty members contribute and participate in various activities of college as per their requirement and potential. Students of NCC, NSS, and Rovers & Rangers also take part in the college activities.

6.3.7 Faculty and Staff recruitment

Recruitment is done by Govt. of Himachal Pradesh through Public Service Commission and Staff Service Commission.

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 visit from time to time to keep them abreast of the latest development in the market. Students of Botany dept. Visited Dr. Y.S. Parmar University of Horticulture and Forestry Nauni, Directorate of Mushroom Research*(ICAR) and students provided with professional guidance to pursue carrier in the field of Mushroom cultivation, floriculture and plant cultivation.

6.3.9 Admission of Students

Admission to various courses in our institution is done on the merit basis system. Applications for desired course are taken from the students on prescribed form and after proper scrutiny of received forms; merit list is prepared and displayed. Meritorious students are provided with the subjects of their choice up to three rounds of admission counselling are conducted to ensure that the students get enrolled in subjects of their choice under CBCS..

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 declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

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

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

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

- Old Students association is always active and supportive. Association provided Five seating benches for students costing Rs. 35000/. Sh. Kul Rakesh Pant is presently president of this association.

6.12 Activities and support from the Parent–Teacher Association

- One post of teaching staff and 7 posts of non teaching staff are filled by the support of Parent Teachers Association.

6.13 Development programmes for support staff

Training in computer works, PMIS, & Office Management is given to the support staff by HP government 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, campus is no smoking zone, dustbins are kept in the campus. Nature & Environment Protection Club, NCC, NSS, and Rovers & Rangers work for campus beautification throughout year. College beautification committee is also formed for the same.

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. Increase in the infrastructural facilities.
3. The various committees/clubs/ societies organised various activities such as debates, quizzes, seminars, lectures etc. regularly in the college to sensitize students on issues like AIDS, Ozone hole, other environmental issues etc.
4. Use of technology and teaching aids, course completion through advance planning and evaluation at regular intervals.
5. Labs upgraded by purchasing new equipments.
6. One year certificate 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

- Inlibnet facility was provided to students and now they can access around ninety thousand e-books and forty five thousands e-generals.
- 'Sole-20' software was activated and Process of Computerisation and digitalisation of library is in progress
- Library was enabled with Wi-Fi
- One post of Assistant Professor in Political was filled.
- Coaches were appointed as and when required.
- Furniture was repaired, but no new furniture was purchased.
- Students participated at large in various cultural, co-curricular and sports activities in intra and inter college events.
- New equipments were purchased in laboratories as per requisition.
- Yes, collaboration with institutions and industries were done.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*) ***Provide the details in annexure (annexure need to be numbered as i, ii, iii)**

1. Extra co-curricular activities for the holistic development of students are encouraged.
2. Academic excellence combined with field and industry exposure for skill development.

7.4 Contribution to environmental awareness / protection

- Nature and Environment Protection Club of the college organised a Poster Making Competition on International Day of Forests.
- Cleanliness camp was organised by NSS volunteers and Rangers & Rovers in the college camps
- Tree Plantation was organised by NSS volunteers.
- Pooling of vehicle by faculty and staff members to reduce pollution.

7.5 Whether environmental audit was conducted? Yes No

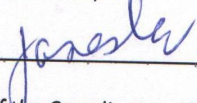
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

See Annexure-II

8. Plans of institution for next year

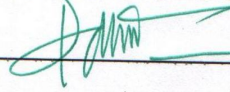
1. To undertake the repair work of the Tribal Girl's Hostel of the college.
2. To undertake construction/repair of toilets in the college.
3. To expedite the process for the construction of the new Commerce block.
4. To resubmit the estimate for the conversion of the old Boy's hostel into teaching block.
5. To purchase the required soft ware and furniture for the BCA laboratory.
6. To explore the possibility of instituting smart classrooms in the college.
7. To fill up vacant posts in the college through the college PTA.
8. To arrange for coaches to train college students in different games and sports.
9. Beatification of campus and maintenance of college building.

Name : Dr. Janesh Kapoor



Signature of the Coordinator, IQAC

Name: Dr. Dwarika Dharela



Signature of the Chairperson, IQAC

Annexure -1

Academic Calendar of the year 2014-15

Summer vacation	22 nd May, 2014 to 9 th June, 2014
College Reopen	11 th June, 2014
Admission for Final	1) 11 th June, 2014 to 20 th June, 2014 without late fee(Only Year Students)
	2) 21 th June, 2014 to 30 th June, 2014 with late fee of Rs. 10/- per day (Only for Final Year Students)
RUSA Admission (1 st Semester)	11 th June, 2014 to 20 th June, 2014 without late fee
Display of First Merit Lists (Major Wise)	21-06-2014 at 11:00 am
Display of Second Merit Lists (Major Wise)	30-06-2014 at 02:00 pm
RUSA Admission (3 rd Semester)	After the ESEofIInd Semester
Regular Teaching Commences	21 st June, 2014
PTA Meeting	2 nd week of September, 2014
SCA Election	as per HPU announcement
Supplementary examinations	as per date sheet of HPU
Function of subject societies/clubs	Sept. To Nov.2014
Youth Festival	As per HPU calendar
College Athletic Meet	Last week of Nov. 2014
College Excursions /Study Tours	Oct/ Nov. 2014
House Examinations (Only students)	Last week of Nov. /First week of Dec., 2014 for students of BA,,B.Sc. &B.Com.III year
Filling of University Examinations Form	second week of Dec., 2014

NSS Annual Camp	Last week of December, 2014
Annual Prize Distribution Function	Feb. 2015
Winter Vacation	1 st January, 2015 to 4 th Feb. 2015
College Reopens	5 th Feb, 2015
University Exams (Practicals) (Annual Systems)	1 st March
University Exams (Exams) (Annual Systems)	As per university date sheet
RUSA ESE OF I, III & V Semester date sheet	Oct, Nov. Every year & as per University date sheet
RUSA ESE OF II, IV & VI Semester date sheet	April, May Every year & as per University date sheet

Annexure –II -- SWOC Analysis

Strengths:

- The strength of the institution is its qualified and committed faculty members, industrious administrative staff, state of the art infrastructure, well equipped college library with INFLIBNET facility, interactive smart classes and high speed Wi-Fi internet access.
- Involvement of students in organizing various functions by different clubs, societies and departments throughout the year complements class- room interaction.
- Library has good collection of standard books and journals including research journals.
- Financial support is ensured to students through various scholarships.

Weaknesses:

- Being a govt. institution, sometimes faculty/staff is transferred in between the academic session hampering the teaching-learning process.

Opportunities:

- Introduction of add on programmes like IT skill enhancement, e-commerce etc. and B. Voc. Courses.
- Self-financing stream to be further strengthened to introduce technology and contemporary programmes.

Challenges:

- Poor education backgrounds of the parents prevent even the high achievers from moving out for higher levels of learning or employment.
- 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
