

# **Annual Quality Assurance Report Government College Solan Session: 2016-17**



**Submitted by: Internal Quality Assurance Cell (IQAC) Government College,  
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**The Annual Quality Assurance Report (AQAR)–(2016-17)**

## Part – A

AQAR for the year

2016-17

### 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

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

principalgcsolan@gmail.com

Contact Nos.

01792-229223,  
01792-229606(FAX)

Name of the Head of the Institution:

Smt. Sheela Kapoor

Tel. No. with STD Code:

01792-229223

Mobile:

9736942600, 9418902203

Name of the IQAC Co-ordinator:

Dr. Rajinder Kashyap

9418046880

Mobile:

IQAC e-mail address:

iqacgcsolan@gmail.com

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:

www.gcsolan.ac.in

Web-link of the AQAR:

http://www.gcsolan.ac.in/index.php/iqac-naac/Aqar16-17

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	78.15	2006	2006-2011
2	2 <sup>nd</sup> Cycle	B++	2.76	2017	2017-2022
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> 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

N/A

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)

BBA, BCA, PGDCA & B. Voc.

#### 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     No      UGC-CE     No

UGC-Special Assistance Programme     No      DST-FIST     No

UGC-Innovative PG programmes     No      Any other (*Specify*)     NIL

UGC-COP Programmes     No

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

03

2.4 No. of Management representatives

NIL

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

01

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

06

2.11 No. of meetings with various stakeholders:

No.

6

Faculty

1

Non-Teaching Staff

Students

Alumni

2

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) **NIL**

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

Total Nos.

04

International

National

1

State

1

Institution Level

2

(ii) Themes

- One day National Conference on -- **MGNREGA: Impact and Women Participation**, Sept. 27, 2016,
- One day Motivational workshop for B. Sc. students on “**Physical Sciences Experiments.**”By Prof Marwah retired principal G.G.S.C college Chandigarh
- Five days NSS workshop by Rajiv Gandhi National Institute of Youth Development on “**Empowering Skills**”

2.14 Significant Activities and contributions made by IQAC

- On the recommendation of IQAC, one conference on **MNREGA** was held by the English Dept.
- Keeping in view the NAAC Accreditation the IQAC was involved in all developmental and academic activities in the College.
- A Seminar for IQAC and other staff members was organized by IQAC in which Prof.

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
<p>1) To start the B. Voc. Programme.</p> <p>2) To expedite the process for the construction of the new Commerce block.</p> <p>3) To resubmit the estimate for the conversion of the old Boy's hostel into teaching block provided by the PWD for the requisite revision according to the requirements of the college especially for the B. Voc. Programme</p> <p>5) Conversion of five classrooms into smart classrooms</p> <p>6) To arrange for coaches to train college students in different games and sports and encourage students to take part in inter-college championships – sports and cultural.</p> <p>7) Construction of Stage in and installation of music system &amp; speakers in the multipurpose hall.</p> <p>8) Purchase of K-Yan &amp; Digital podiums.</p> <p>9) Installation of CCTV cameras.</p> <p>10) White washing and repair work of College building.</p> <p>10) To fill up vacant posts in the college through the college PTA</p>	<p>1) B. Voc. started from July 2017 in two programmes: a) Retail Management &amp; b) Hospitality and Tourism.</p> <p>2. Some posts of non teaching staff are filled by the support of Local Parent Teacher Association of college.</p> <p>3) Repair work of Old Boys Hostel Started.</p> <p>3) Four classrooms have been converted into smart classrooms.</p> <p>4) College students participated in various inter-college competitions in sports and cultural events and got many awards and positions. Coach was arranged to train college students in different games and sports.</p> <p>5) Stage constructed and music system installed in the multipurpose hall.</p> <p>6) Three K-Yans and two digital podiums were purchased.</p> <p>7) 16DVR cctv Cameras were installed in the College.</p> <p>8) Electricity and other repair work and the whitewashing work completed before the NAAC team visit.</p> <p>9) One teacher in Philosophy, one in Chemistry, one in botany and one in Pol. Sc. was appointed through PTA.</p> <p>10) UGC CBCS adopted as per UGC and HPU recommendations.</p>

\* Attach the Academic Calendar of the year as Annexure. (Attached)

2.15 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	2	NIL	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	NIL	NIL	NIL
Others	NIL	NIL	NIL	NIL
<b>Total</b>	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**  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	8
Trimester	NIL
Annual	NIL

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.

Yes, revision of syllabi under CBCS system by H.P. university, Shimla.

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

B. Voc. [ (a) Retail Management & (b) Hospitality and Tourism. ] Allotted

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
43	22	21s	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

26

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
								NIL	09

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	13	01
Presented papers	2	13	NIL
Resource Persons	NIL	NIL	11

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

- Power point presentations and web based content are used to make teaching – learning process more effective.
- Educational tours and field trips; motivational workshops were organized to enhance their practical knowledge.
- Classroom Feedback related to teaching obtained from students to make teaching – learning process more student centered.
- Class discussions, seminars, quizzes, class tests and midterm tests etc. are organized in accordance with CBCS regulations.

2.7 Total No. of actual teaching days during this academic year

120-130



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 06      03      04

2.10 Average percentage of attendance of students 81

2.11 Course/Programme wise distribution of pass percentage\*:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc. Sem. VI	328	6.4	87.8	0.6	0	94.8
B.A. Sem. VI	544	6	78	4	0	88
B.Com. Sem. VI	112	11.6	83	0	0	94.6
B.C.A. Sem. VI	60	5	91.6	1.7	0	98.3
B.B.A. Sem. VI	38	10.5	89.5	0	0	100
PGDCA	30	5	58.3	0	0	63.3
M.A. English Sem. IV	13	0	77	21	0	98
M.A. Economics Sem. IV	21	0	90.5	9.5	0	100

**\* With the adoption of CBCS system by H.P. University, Shimla in its affiliated colleges, the results of Sem. II and Sem. IV are incomplete.**

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.
- ii) To make teaching and learning material readily available for the teachers, ensure access to internet and computers for all faculty members.
- iii) Feedback related to teaching learning processes are obtained from students.

### 2.13 Initiatives undertaken towards faculty development

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefitted</b>
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	NIL
Orientation programmes	02
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	05	01	NIL	NIL
Technical Staff	10	04	NIL	01

## Criterion – III

### 3. Research, Consultancy and Extension

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

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 on their own also keep on interacting with various research bodies and participate in various research projects / Seminars / Conferences / Workshops etc.

#### 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	<b>03</b>	<b>06</b>	NIL
Non-Peer Review Journals	<b>NIL</b>	<b>10</b>	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 : **NIL**

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

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

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

3.9 For colleges: **NIL** 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	01	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: **NIL**

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

03

05

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

N/A

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) **Not applicable**

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:

- 28 NCC cadets participated in Independence Day parade on 15 August, 2016 in Thodo ground, Solan.
- Blood donation camp was organised by NSS unit of the college in October, 2016.
- 15 Rovers and Rangers participated in “Environment Conservation Rally”, 25 Rovers and Rangers participated in tree plantation and cleanliness at Himgiri Kalyan Ashram,
- NSS organised Tree plantation at Damrog and Oachghat, Solan.
- 06 Ranger and 06 Rovers participated in State level RD parade
- AIDS awareness camp was attended by NSS volunteers..
- NSS annual camp for 7 days is organized in December, 2016 by NSS unit in and around the hostel and staff accommodation area where cleanliness work is done and an awareness rally was also organized in the locality.
- Rotract Club organised “Swaccha Abhiyan” in the College and distributed food in and around Solan.
- Under Swacch Bharat campaign on 21/09/2015, Rovers and Rangers unit of the college done cleanliness work in the college campus.
- 20 Rotract members participated in Blood Donation Camp and 25 members participate in plantation of plant in flower pots.

**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		38,689 sq m	NIL	--	38,689 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)		--	Rs. 1,29,099	BCA+Science fund	Rs. 1,29,099
<b>Others</b>	Multipurpose Hall	1	NIL	--	NIL
	NCC Room	1	NIL	--	NIL
	NSS Room	1	NIL	--	NIL
	Sports Room	1	NIL	--	NIL
	IQAC UGC resource Room	1	NIL	--	NIL
	Examination Room	1	NIL	--	NIL
	Girls common Room	1	NIL	--	NIL
	Staff Room	1	NIL	--	NIL
	IGNOU Centre	1	NIL	--	NIL

4.2 Computerization of administration and library:

Digitization and computerization of library and administration is complete.
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
<b>Text Books</b>	776	Rs. 7934	NIL	--	776	Rs. 7934
<b>BBA Books</b>	268	Rs. 77104	NIL	--	268	Rs. 77104
<b>BCA Books</b>	403	Rs. 132857	12	Rs. 7416	415	Rs. 140273
<b>General Books</b>	22413	Rs. 1170142	123	Rs. 22955	21536	Rs. 1193097
<b>Reference Books</b>	790	Rs. 140000	NIL	NA	790	Rs. 140000
<b>Book Bank</b>	727	Rs. 46112	NIL	--	727	Rs. 46112
<b>UGC Books</b>	5700	Rs. 945893	NIL	--	5700	Rs. 945893
<b>e-Books</b>	31,35000+	Nil	NA	NIL	3135000	Rs.5900 (PA)
<b>Journals</b>	6000+	Rs. 1800	18	Rs. 24000	20	Rs. 25800
<b>e-Journals</b>	6000+	Rs.5900 (PA)	NIL	NA	6000+	Rs.5900 (PA)
<b>Digital Database</b>	NIL	--	NIL	--	NIL	--
<b>CD &amp; Video</b>	NIL	--	NIL	--	NIL	--
<b>Print Journals</b>	20	RS 25,800	3	1500	23	27300

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Other s
Existing	93	2	95	01	01	07	24	20
Added	40	NIL	14	NIL	NIL	01	NIL	NIL
Total	133	2	82	01	01	08	24	20



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

- One IT lab is available for all students.
- Teachers and students are oriented in the use of e-recourses as well as in the use of library collection.
- Many departments have been provided with departmental computers.
- The college campus is enabled with open Wi-Fi access through Reliance Geo Networks.

4.6 Amount spent on maintenance **in lakhs:**

i) ICT	15
ii) Campus Infrastructure and facilities	10.61
iii) Equipments	22
iv) Others	NIL
<b>Total:</b>	47

## Criterion – V

### 5. Student Support and Progression

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

- Orientation programmes about RUSA CBCS system for Ist semester students.
- Students are guided to undertake various internship programme/ projects in their respective subjects as per need of CBCS syllabus.
- Special emphasis is given to VI semester students regarding the orientation of CBCS credit accumulation for honour/major courses.
- IQAC ensures that conduct of academic activities as per academic calendar.
- Students given assistance about CBCS system related problems through Sahayata Kendra.

#### 5.2 Efforts made by the institution for tracking the progression

- As CBCS system involves continuous comprehensive evaluation, mid term test, seminar etc. are organized and evaluative data is used to track their academic progression.
- As far as progression through higher degree or taking up a career concerned, there is no such data or mechanism available.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
3605	102	NIL	NIL

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

04

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

NIL

Men	No	%	Women	No	%
	1776	47.9		1931	52.1

Last Year(2014-15)						This Year (2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
2949	558	121	93	3	3721	2883	567	138	116	03	3707

Demand ratio: 1:2.5

Dropout: Data not available

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

Sixth semester student are updated by class/subject teachers about various entrance and competitive examinations but there is no mechanism for coaching for competitive examinations

No. of students beneficiaries

N/A

5.5 No. of students qualified in these examinations: **DATA NOT AVIALABLE**

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

5.6 Details of student counselling and career guidance

- Organized lecture On “Career in Nursing” by Mrs. Niti Sharma, Astd. Professor, Pediatrics, Murari Lal Memorial School and College of Nursing Oachghat, Solan.
- “Career in management after graduation” by Ashish Kaul, Chief manager, FCFAI Business School.
- An awareness session “Skill based courses available in computers” taken by Rotary member Manish Thakur on 23 November, 2015.
- VI semester students are counseled for various competitive and PG admission examinations.

No. of students benefitted

Approx. 1000

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

5.8 Details of gender sensitization programmes:

- Awareness camp for woman safety and drug abuse organized by Rovers and Rangers Unit on 13 June, 2015.
- Sensitization workshop for handicap by Indian association of Muscular Dystrophy on 9 October, 2015 for girls of General and tribal hostel.
- Mehndi competition organized by the girls of General and tribal hostel in October, 2015.

## 5.9 Students Activities

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

State/ University level  National level  International level

### b) 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	126	9,63,002 /-
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

List of social initiatives:

- NSS students and Rotract club students participated in Blood donation camp which was organised by NSS unit of the college in October, 2016.
- As per the instruction of hon'ble High court, many students of college from various units viz. Rovers and Rangers, NSS and NCC and Rotract Club participated in tree plantation in Damrog, Oachghat and Himgiri Kalyan Aashram
- In August 2016, about 70 NSS volunteers participated in Sadhbhawana Rally.
- 25 Rovers and Rangers organised a cleanliness drive in Himgiri Kalyan Aashram and Damrog village.
- Rotract club of the College organised a general cleanliness camp in the College and distributed food items in and around Solan..
- 15 Rovers and Rangers participated in Environment Conservation Rally organised by Divya Himachal

### 5.13 Major grievances of students (if any) redressed:

- Sahayata Kendra established for the assistance to students related to newly inducted CBCS system.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:**

Government College Solan, will set the standard for liberal arts and sciences education in the twenty-first century. We are committed to creating and sustaining the conditions that enable all College students to experience an unparalleled educational journey that is intellectually, socially, and personally transformative. Govt. College Solan is a premier institute of the state giving 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. The college has also started Bachelor of Vocational Science in Healthcare and Retail Management which will focus on skill development and hence will increase the scopes of jobs for the student in near future. 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. We make every decision to support the career and personal development of our learners. Our curriculum, teaching and services demonstrate that we value the diverse profiles of our learners, providing an effective, supportive, safe, accessible and affordable learning environment, using state-of-the-art technologies, where appropriate, to support these directions

**Mission:**

Govt. College Solan stands for transformation. 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 fulfill the needs of industry and the community at large.

## 6.2 Does the Institution has a management Information System

The institution has no standard management information system but data of individual student is kept in computerized 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 in which few of faculty members of college are part of Board of study and curriculum is improved and enhanced by university time to time.

### 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 mid-term tests and the examinations are conducted accordingly. Optimum use of Basic infrastructural facilities, teaching aids is planned. Students are supported financially by distributing scholarships. 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

- As per CBCS guidelines minor test, seminars and assignment are given to the students and evaluative data is used for internal assessment.
- As college is an affiliated college to H.P. University, Shimla, the end term examinations and evaluation are conducted as per university schedule.

### 6.3.4 Research and Development

- To keep the research temper alive in the college the faculty members of the college are also motivated to take up research projects initiated by the affiliating university or 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 of Physics Teachers, Him Science Congress etc attend the conferences which in turn helps them in effective implementation and operationalisation of curriculum.
- 14 day special leave is granted to the faculty members to attend research related activities as per Himachal Pradesh Government norms.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Operation Library automation/ digitization initiated in September, 2015. 7826 books out of 30817 books entered on to the LMS Soul 2.0 till February, 2016.
- 7 new computers were purchased and internet facility is provided in these computers.

### 6.3.6 Human Resource Management

- Faculty members participate in faculty development programmes periodically to update the knowledge base and pedagogical skills.
- Various academic committees are formed at the beginning of academic session and potential of every faculty member is used for the academic development of student and in general for the development of college.

### 6.3.7 Faculty and Staff recruitment

- Teaching staff in the college is recruited as per UGC norms by state government through HP Public service commission.
- To overcome the shortage of teachers, temporary arrangement is made through DTA fund

### 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.
- Chemistry department students visited Renuka lake and IPH lab Kandaghat (Solan) for water sample testing.
- Jaundice awareness camp was organised by zoology department
- AIDS Awareness programme was organised by science departments under grant given by

### 6.3.9 Admission of Students

Admission to various courses in our institution is done on merit basis system. Application for admission are taken from the students on prescribed form and after proper scrutiny of forms merit is prepared and 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 adopted by H.P. University, Shimla since 2013.

### 6.4 Welfare schemes for

Teaching	GIS, GPF, NPS
Non teaching	GIS, GPF
Students	<ul style="list-style-type: none"> <li>• Scholarships for females and other students funded by Government.</li> <li>• Awards and prizes for students.</li> <li>• Book Bank.</li> <li>• Tuition fee exemption to H.P. bonafide girls students.</li> <li>• Hostel facility for students from tribal areas of Himachal Pradesh.</li> </ul>

### 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) have 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 reforms are done by the H.P. university, Shimla from time to time. College try to conduct all examinations in a fair way

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 (Old Student Association) was functional in the college during 2015-16. OSA General House meeting was held in Centa Rosa where New Executive was formed as follows:

1. Principal of the college Pattern
2. Sh. Kul Rakesh Pant (President)
3. Dr. Anil thakur (Gen. Secretary)
4. Pratik Goyal (Cashier)

OSA Executive Members meeting was held in the Hotel Paragon on the foundation day of the College. 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

Parent Teacher association of the college is functional and helps in development of the college. Feedback given by the PTA is considered positively for the betterment of the college. Regular meeting are arranged. Parents interact with the teachers and principal. PTA also help in appointing part time teachers when required

#### 6.13 Development programmes for support staff

Computer training to administrative staff is given time to time. Training programmes on Income taxes and office management is conducted for support staff by H.P. government. SCERT organised training programme in 2017 for Lab attendants.

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

- Under Swacch Bharat campaign on 21/09/2015, Rovers and Rangers unit of the college done cleanliness work in the college campus.
- Three cleanliness and one campus beautification camp organized by NSS students.
- Dustbins have been installed at various places.
- Students are encouraged to promote cleanliness in the campus.

## 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.

- Govt. College Solan Organised Inter college table tennis championship in dec.-2017 for both boys and girls
- Student participation in extra and co-curricular activities is encouraged through participation in cultural activities, sports activities, NCC, NSS and Rovers and Rangers.

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

- Coach is arranged to train college students in different games and sports.
- Software and furniture for the BCA laboratory have been purchased.
- College students participated in inter-college competitions in sports and cultural events and got various awards and positions.
- The process of setting up of Smart class rooms initiated with G.I.C.
- The IQAC room was upgraded.
- The process of installing water purifier in the college has been initiated.
- 4 Smart class rooms were established.

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.

**Annexure III.**

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

7.4 Contribution to environmental awareness / protection

- As per the instruction of hon'ble High court, 100 students of college from various units viz. Rovers and Rangers, NSS and NCC participated in Tree plantation near Mohan park, Solan.
- A 2 day social service and tree plantation is done by Rovers and Rangers unit of college in a near by Bal Asharam, Solan.
- NSS annual camp for 7 days is organized in February, 2016 by NSS unit w.e.f. in the hostel and staff accommodation area where cleanliness work is done and an awareness rally was also organized in the locality.
- Cleanliness week was organised by girls of general and tribal hostel in the locality w.e.f 21 feb., 2016 to 28 feb., 2016.
- Wildlife and environment quiz was conducted in the 1<sup>st</sup> week of October, 2015.

7.5 Whether environmental audit was conducted? Yes  No

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

**Annexure IV**

8. **Plans of institution for next year :**

**Attached in annexure II**

Name Dr. Rajinder Kashyap

Name Prof. Sheela Kapoor

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\*\*\_\_\_\_\_

**ANNEXURE I: ACTIVITY CALENDAR OF YEAR (2016-17)**

S.No.	Activity	Period
1	Summer Vacation	21 <sup>st</sup> May, 2016 to 9 <sup>th</sup> June, 2016
2	College Reopens	10 <sup>th</sup> June, 2016
3	<p><b>Admission (For IIIrd and Vth Sem. Students)</b></p> <p>11<sup>th</sup> June, 2016 to 20<sup>th</sup> June, 2016 (Without late fee)</p> <p>21<sup>st</sup> June, 2016 to 20<sup>th</sup> June, 2016 (with late fees of Rs. 10 Per day)</p> <p><b>Admission (For Ist Sem. Students)</b></p> <p>Collection of admission forms by the concerned departments,</p> <p>11<sup>th</sup> June, 2016 to 20<sup>th</sup> June, 2016</p> <p>Display of First Merit Lists (Major Wise)</p> <p>21<sup>st</sup> June, 2016 at 11:00 am</p> <p>Collection of admission forms by the concerned departments, for vacant seats left.</p> <p>27<sup>th</sup> June, 2016 to 30<sup>th</sup> June, 2016</p> <p>30<sup>th</sup> June, 2016</p> <p>Display of Second Merit Lists (Major Wise)</p>	<p>11<sup>th</sup> June, 2016 to 20<sup>th</sup> June, 2016 (Without late fee)</p> <p>21<sup>st</sup> June, 2016 to 20<sup>th</sup> June, 2016 (with late fees of Rs. 10 Per day)</p> <p>11<sup>th</sup> June, 2016 to 20<sup>th</sup> June, 2016</p> <p>21<sup>st</sup> June, 2016 at 11:00 am</p> <p>27<sup>th</sup> June, 2016 to 30<sup>th</sup> June, 2016</p> <p>30<sup>th</sup> June, 2016</p>
4	Regular Teaching Commences	1 <sup>st</sup> July, 2016
5	PTA meeting	2 <sup>nd</sup> Week of Sept., 2016
6	SCA Election	As Per University Date Sheet
7	Examinations Schedule	As Per University Date Sheet
8	Mid Term Tests (RUSA)	To be notified separately
9	Function of subject societies/ clubs	Sept. to Nov., 2016
10	Youth Festival	As Per University Calendar
11	College Athletic Meet	Last Week of Nov. 2016
12	College Excursion/ Study Tours	Oct./Nov. 2016
13	Filling University Examination Form	As notified by HPU
14	NSS annual Camp	Last week of Dec. 2016
15	Annual Prize Distribution function	Feb. 2017

16	Winter Vacation	1 <sup>st</sup> Jan., 2017 to 4 <sup>th</sup> Feb., 2017
17	College Reopens	5 <sup>th</sup> Feb., 2017

## ANNEXURE II

### II (A) Tentative Academic Calendar of Institution for next year (2017-18)

S.No.	Activity	Period
1	College Reopens	15-20 <sup>th</sup> June, 2017
2	<p><b>Admission Schedule</b></p> <p><b>RUSA Admission (For B.A. /B.Sc. / B.Com. Ist sem.)</b></p> <p>Collection of admission forms by the concerned departments,</p> <p>Display of First Merit Lists (Major Wise)</p> <p>Collection of admission forms by the concerned departments, for vacant seats left.</p> <p>Display of Second Merit Lists (Major Wise)</p> <p><b>Admission (For B.A. /B.Sc. / B.Com. IIIrd and Vth sem. Students)</b></p> <p><b>Admission for PG classes</b></p> <p><b>Note:</b> There will be no admission in any case after 30/06/2017 except there is any statutory provision notified.</p>	<p>21<sup>th</sup> June, 2017 to 25<sup>th</sup> June, 2017</p> <p>26<sup>th</sup> June, 2017</p> <p>On the dates notified at that time.</p> <p>30<sup>th</sup> June, 2017</p> <p>Roll on admission</p> <p>To be notified later on</p>
3	Regular Teaching Commences	01 July, 2017 onwards
4	Change of subjects (Minor Subjects only) for Ist Sem.	Up to 05 July, 2017
5	NCC, NSS, Rovers and Rangers Enrolments	Up to 31 July, 2017
6	PTA meeting/ Elections	2 <sup>nd</sup> Week of Sept., 2017
7	SCA Election	As Per dates announced by University
8	Filling of University registration forms ( Ist Sem)	Last week of July, 2017

9	Mid Term Tests (RUSA)	Aug.-Sept. 2017
10	Submission of Scholarship forms/ Fee concession forms	Up to Sept. 30, 2017
11	Function of subject societies/ clubs (i) NCC day 23 <sup>rd</sup> Nov. (ii) NSS day 24 <sup>th</sup> Sep. (iii) Others	Sept. to Nov., 2017
12	Youth Festival	As Per University Calendar
13	College Athletic Meet	Last Week of Nov. 2017
14	College Excursion/ Study Tours	Oct./Nov. 2017
15	Filling University Examination Form	As notified by HPU
16	Festival Break	Two days before Diwali and for maximum of 5 days.
17	End Semester Examination (I, III, V semester)	Nov. 2017, As notified by HPU
18	Winter Vacation	1 <sup>st</sup> Jan., 2018 to 31 <sup>st</sup> Jan., 2018
19	College Reopens	1 <sup>th</sup> Week of Feb., 2018
20	Regular Teaching Commences (II, IV, VI semester)	1 <sup>th</sup> Week of Feb., 2018
21	NSS annual Camp	Last week December. 2017
22	Annual Prize Distribution function	Feb.-March, 2018

### II (B) Perspective Plan for 2017-18

1. Harvest solar energy for the functioning of the college
2. Start the construction of the auditorium and commerce block.
3. Assure scholarships for all students
4. Rain water harvesting plant.
5. Vermin compost plant.
6. To start skill development courses.
7. Up-gradation of laboratories as per the new curriculum.
8. Campus beautification and tree plantation.
9. To enhance extension activities of NCC, NSS and Rovers and Rangers.
10. To have Table Tennis room and gymnasium in the college.

11. To tackle & minimise the students discrepancies in the end semester results.
12. To start B. Voc. Degree courses in the College.
13. To renovate Old Boys Hostel in which the BBA course is already running.
14. To renovate/modernize College Gate.

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### **ANNEXURE III**

- As per the instruction of hon'ble High court, 100 students of college from various units viz. Rovers and Rangers, NSS and NCC participated in Tree plantation near Mohan park, Solan.
- A 2 day social service and tree plantation is done by Rovers and Rangers unit of college in a near by Bal Asharam, Solan.
- NSS annual camp for 7 days is organized in February, 2016 by NSS unit w.e.f. in the hostel and staff accommodation area where cleanliness work is done and an awareness rally was also organized in the locality.
- Fine Art Department organises **Painting Competition** in the College.
- Chemistry department students visited Renuka lake and IPH lab Kandaghat (Solan) for water sample testing.
- In August 2016, about 70 NSS volunteers participated in Sadhbhawana Rally.
- 25 Rovers and Rangers organised a cleanliness drive in Himgiri Kalyan Aashram and Damrog village.
- Rovers club of the College organised a general cleanliness camp in the College and distributed food items in and around Solan..
- 15 Rovers and Rangers participated in Environment Conservation Rally organised by Divya Himachal
- 28 NCC cadets participated in Independence Day parade on 15 august, 2016 in Thodo ground, Solan.
- 15 Rovers and Rangers participated in "Environment Conservation Rally", 25 Rovers and Rangers participated in tree plantation and cleanliness at Himgiri Kalyan Aashram,
- NSS organised Tree plantation at Damrog and Oachghat, Solan.
- 06 Ranger and 06 Rovers participated in State level RD parade.

## ANNEXURE IV

### SWOC Analysis of the Institution

#### 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.
- The selection of the faculty is done by Himachal Pradesh State Public Service Commission.
- 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.
- 60% of faculty is having more than ten years of teaching experience.
- Introduction of CBCS (Choice based Credit System) system under RUSA (Rashtriya Uchatter Shiksha Abhiyan)
- Emphasis is laid on timely internal student evaluations.
- Focus is always on learning- centred education. Moreover, participatory and interactive learning is promoted through assignments, seminars, projects etc.
- Admission process is made transparent by displaying merit lists as per the scheduled dates.
- An inspired sense of discipline has been maintained in the college which is conducive for learning. Discipline committee of the college plays important role in maintaining discipline.
- Committed and research minded faculty.
- 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.
- Promoting programmes to cater human values, social sensitiveness, self reliance, National integration etc. Driven by a vision and a mission for realization of objectives socially uplifting,
- Elaborate feedback mechanism to gauge stakeholder perceptions of all segments



- A committed IQAC, bound to quality enhancement and sustenance initiatives Interwoven curricular, co-curricular and extra-curricular activities.
- Pollution-free and eco-friendly green and clean campus
- Healthy teacher-student relationship. The availability of teachers outside the class room and after working hours to guide and to counsel.
- 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.
- Innovative and creative environmentally conscious best practices such as→ keep campus green, eco-friendly practices, green campaigns and environmental studies.
- Value based and skill oriented education is prime aim of the degree→ programme emphasized through well-defined syllabi, recommended reference books, regular classes and assessments with prizes as motivation.
- IQAC plays indispensable role in enhancement and sustenance of the quality education.
- The examination process is conducted strictly and totally insulated with secrecy of all confidential matters.
- The college is catering to the needs of students from rural areas and economically weaker sections of the society.
- NSS Camp, NCC Camps, blood donation camp, rallies (Aids awareness,→ Anti dowry, anti-tobacco, National Integrations), philanthropic activities and outreach programmes to empower the marginalized and downtrodden.
- The college has always been in the frontline in fulfilling its social objectives in terms of educational attainments and producing quality individuals.

### **Weakness**

1. The college cannot enhance infrastructure more than the existing one.
2. Latest equipment required in emerging fields and lab testing.
3. Implementation of latest technology in labs.
4. College strength is around 4000. As a result the college needs more staff members. To maintain teaching & non-teaching number of Sanctioned posts are not sufficient.
5. Long gestation period for starting new courses is in demand.
6. Permission for new courses rests with the university and Government.
7. Lack of playground of the College.

### **Opportunities:**

- Enthusiastic young teachers with research aptitude promote research culture.
- Introduction of add on programmes like IT skill enhancement, B. Voc. programmes etc.

- Self-financing stream to be further strengthened to introduce technology and contemporary programmes.
- Research centres for all PG departments to provide more output in the higher research areas.

**Challenges:**

- Poor education backgrounds of the parents prevent even the high achievers from moving out for higher levels of learning or employment.
- High teacher: taught ratio in many departments.
- The Alumni input and support in terms of finance, academics and personal
- Students are mostly first generation learners getting little motivation from the parents or the society.
- Extracurricular talents and ventures are not being nurtured in the current system due to time constraints.
- Mushrooming of private universities and Colleges in the nearby periphery

**Prepared By:**

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