

Annual Quality Assurance Report Government College Solan Session: 2017-18



**Submitted by: Internal Quality Assurance Cell (IQAC) Government College,
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The Annual Quality Assurance Report (AQAR)–(2017-18)

Part – A

AQAR for the year

2017-18

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

principalgcsolan@gmail.com

Contact Nos.

01792-229223,
01792-229606(FAX)

Name of the Head of the Institution:

Dr. Neelam Kaushik

Tel. No. with STD Code:

01792-229223

Mobile:

9418094449

Name of the IQAC Co-ordinator:

Dr. Rajinder Kashyap

Mobile:

9418046880

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:

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	B++	2.76	2017	2017-2022
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

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)

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

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

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

02

2.11 No. of meetings with various stakeholders:

No.

4

Faculty

1

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) **04**

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

Total Nos.

05

International

National

1

State

1

Institution Level

2

(ii) Themes

- Two days National Conference Organised by Department of HINDI Govt. College Solan August 30-31, 2017,
- One day Lecture Series organised by Himcoste
- One day workshop of painting organised by the Painting Department.
- Workshop organized by Faculty of Physical Sciences. Including lecture by Prof P.K, Ahluwalia on Quantum Indians.
- Kargil Diwas
- Man Ki Baat

2.14 Significant Activities and contributions made by IQAC

- On the recommendation of IQAC, two days National Conference was organized by Hindi Department.
- After the NAAC Accreditation the IQAC prepared the proposal for the infrastructure RUSA grant for the developmental and academic activities in the College and made correspondence with the RUSA State Project Director for the same.

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) To smoothly run the B.Voc. courses and further renovate the old Boy's Hostel for the same.	1) B. Voc. started from July 2017 in two programmes Retail Management & Hospitality and Tourism. Two new labs and class rooms has been established in the Old Boys Hostel for these courses.
2) To expedite the process for the release of RUSA grant for infrastructure and equipment for Labs.	2) Proposal sent to State RUSA Project Director.
3) To arrange the coaches for training of college students in different games and sports and encourage students to take part in inter-college championships – sports and cultural.	3) 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.
4) Construction of Stage in and installation of music system & speakers in the multipurpose hall.	4) Work completed.
5) To fill up vacant posts in the college through the college PTA	5). Some posts of non teaching staff are filled by the support of Local Parent Teacher Association of college. Two teachers in chemistry and one teacher in Political Science were appointed through PTA.
6) To create environmental consciousness among students about ban of plastics and Swachhata Abhiyan.	6) Environmental awareness and tree plantation derives created through NSS ,NCC and Rangers and Rovers.
8) To motivate the teachers for educational and research activities and organise seminars/workshops for students	6) Many faculties participated in National /International conferences, workshops. One day Lecture Series organised for students with the help of HIMCOSTE. A Workshop organized by Faculty of Physical Sciences in which a lecture by Prof P.K, Ahluwalia on Quantum Indians was also delivered to teachers and students.
8) To expedite the process for the construction of the new Commerce block	8) Drawings completed and about Rs.1.70 crore sanctioned for the project.

* Attach the Academic Calendar of the year as Annexure. (Attached as 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	02	NIL	NIL	NIL
UG	05	01	02	03
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	01	03	04
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	9
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.

1. B. Voc. [(a) Retail Management & (b) Hospitality and Tourism.] Started
2. Computer Application

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
45	25	20	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

24

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	06

2.4 No. of Guest and Visiting faculty and Temporary faculty

07

01

04

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.
- 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 by the teachers in respective departments.
- Educational tours and field trips; motivational workshops were organized.

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

210

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

05

03

03

2.10 Average percentage of attendance of students

85

2.11 Course/Programme wise distribution of pass percentage*:

Title of the Programme	Total no. of students appeared	Passed	failed	Pass %	No. of students > & =75%	No. of students < 75% & > and =60%	No. of students < 60%
B.Sc. Sem. VI	189	110	79	58.2	08	72	30
B.A. Sem. VI	297	193	104	64.98	06	73	114
B.Com. Sem. VI	118	95	23	80.50	01	42	52
B.C.A. Sem. VI	20	15	05	75.00	00	14	01
B.B.A. Sem. VI	35	34	01	97.14	02	14	18
PGDCA	21	21	00	100	02	13	16
M.A. English Sem. IV	13	12	01	92.30	00	07	05
M.A. Economics Sem. IV	21	21	00	100	00	14	07

Note : Although more number of students have appeared in the examination of each class but this data is of those students whose result has been declared

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

- i) Staff members are encouraged to attend orientation programmes and refresher courses and various other programmes related to new trends in teaching approach so as to provide better atmosphere for encouraging research related activities.
- ii) To make teaching and learning material readily available for the teachers access to internet and computers have been provided.
- iii) Feedback related to teaching learning processes are obtained from students.
- iv) Faculty meeting are held in different departments from time to time to ensure proper distribution of workload so as to strengthen quality of education.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	05
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.

IQAC 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. It analyses the feedback given by the students on teacher quality, teaching methods and provides inputs/ suggestions for improvements in the IQAC meetings.

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	04	06	NIL
Non-Peer Review Journals	NIL	10	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	01	NIL	NIL
Sponsoring agencies		Hindi Sahitya Academy	HIMCOSTE		

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:

College level

120

University level

NIL

State level

NIL

National level

NIL

International level

NIL

3.22 No. of students participated in NCC events:

University level

NIL

State level

104

National level

37

International level

NIL

3.23 No. of Awards won in NSS:

University level

NIL

State level

NIL

National level

NIL

International level

NIL

3.24 No. of Awards won in NCC:

University level

NIL

State level

12

National level

NIL

International level

NIL

3.25 No. of Extension activities organized

University forum	NIL	College forum	NIL		
NCC	08	NSS	07	Any other	06

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

- 26 NCC cadets (Boys) participated in C. A. T. C Camp in Chitkara University (From 10th June to 19th June 2017, 24 NCC Cadets (Girls) participated C. A. T. C Camp in Rampur, 07 NCC Cadets (Girls) participated C. A. T. C Camp in Karsog (in July 2017), 06 NCC Cadets (Girls) participated C. A. T. C Camp in Bilaspur (3-12 August 2017) and 06 NCC Cadets (Girls) participated C. A. T. C Camp in BaduSahib (15- 24 November 2017)
- 11 NCC Cadets participated in A. T. C. and 11 NCC Cadets participated in N. I.C.
- 29 NCC cadets participated Swadhinta Shiver Diwas in Thodo Ground (15th August), 25 NCC cadets participated in Republic Day parade and 25 NCC cadets participated in Vijay Diwas Rally.
- NSS organised Tree plantation at Damrog (2nd August 2017).
- NSS organised Swachhata Abiyan in its adopted village, Damrog and also organised Swachhata pakhwara in the College from 17th August to 1st Sept. 2017.
- NSS volunteers organised Swachhata Abhiyan around the B. B. A. and Boys Hostel Campus (21st and August and 1st Sept. 2017) and Staff Quarters (23rd August) and Girls Hostel Campus (26st August 2017). On Mahatma Gandhi Jayanti (2nd Oct. 2017) Swachhata Abhiyan was organised around college campus.
- NSS volunteers organised blood donation camp (25th August 2017).
- NSS day was celebrated on 2nd Sept. 2017 and the international NSS day was celebrated on 5th December 2017 by the College NSS units.
- NSS volunteers organised one day awareness camp in the College (27th February 2018) and one day camp in Kotlanala (17th March 2018).
- NSS annual camp for 7 days is organized from 23rd to 29th December, 2017 by NSS units in and around the hostel and staff accommodation area where cleanliness work was done and an awareness rally was also organized in the locality and many other activities was organised during the camp.
- Rotract Club organised Swacchta Abhiyan, Plantation Derive and Pulse Polio awareness Abhiyan.
- Rotract Club also organised a blood donation camp in which 48 units of blood was collected. In an accident 6 Rotract donated blood.
- 06 Ranger and 06 Rovers participated in Republic Day parade.
- 31 Ranger and Rovers participated in Inter State Ranger and Rovers Moot 2017-18 in which our students bagged many prizes.
- 06 Rovers participated in the Tracking and Environment awareness programme in GSSS Sarahan, Chopal Distt Shimla (16th July to 20th July 2017).
- Rover Abhay and Ranger Varun participated in National Environment Awareness and Desert tracking programme in Jaiselmer, Rajsthan (26th to 30th December 2017).
- Painting department organised a one day painting exhibition in the College which was inaugurated by then Principal Smt. Sheela Kapoor. Students of painting department bagged prizes in the Inter College Youth festivals held during the year.

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	02	GPGCES	22
Laboratories		09	02	--	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. 4.50	AF+Science fund	Rs. 4.50
Others	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:

Library and administrative office of the college are fully computerized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	776	Rs. 7934	NIL	--	776	Rs. 7934
BBA Books	268	Rs. 77104	NIL	--	268	Rs. 77104
BCA Books	403	Rs. 132857	12	Rs. 7416	415	Rs. 140273
General Books	21413	Rs. 1170142	123	Rs. 22955	21536	Rs. 1193097
Reference Books	790	Rs. 140000	NIL	NA	790	Rs. 140000
Book Bank	727	Rs. 46112	NIL	--	727	Rs. 46112
UGC Books	5700	Rs. 945893	NIL	--	5700	Rs. 945893
e-Books	31,35000+	Nil	NA	NIL	3135000	Rs.5900 (PA)
Journals	6000+	Rs. 1800	18	Rs. 24000	20	Rs. 25800
e-Journals	6000+	Rs.5900 (PA)	NIL	NA	6000+	Rs.5900 (PA)
Digital Database	NIL	--	NIL	--	NIL	--
CD & Video	NIL	--	NIL	--	NIL	--
Print Journals	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	Others
Existing	133	60	00	-----	06	08	30	29
Added	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	133	60	00	-----	06	08	30	29

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (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	----
ii) Campus Infrastructure and facilities	1.5
iii) Equipments	4.5
iv) Others	3.5
Total:	9.5

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, midterm 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
3882	124	NIL	NIL

(b) No. of students outside the state

04

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1685	42.06		2321	57.94

Last Year(2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2883	570	138	116	03	3707	2663	957	201	185	14	4006

Demand ratio: 66:1

Dropout: 3-4%

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, Astt. 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.
- VI semester students are counseled for various competitive and PG admission examinations.

No. of students benefitted

Approx. 800

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
For Indian Army	100	-----	13

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	128	1397248 /-
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 organised Tree plantation at Damrog (2nd August 2017).
- NSS organised Swachhata Abiyan in its adopted village, Damrog and also organised Swachhata pakhwara in the College from 17th August to 1st Sept. 2017.
- NSS volunteers organised Swachhata Abhiyan around the B. B. A. and Boys Hostel Campus (21st and August and 1st Sept. 2017) and Staff Quarters (23rd August) and Girls Hostel Campus (26st August 2017). On Mahatma Gandhi Jayanti (2nd Oct. 2017) Swachhata Abhiyan was organised around college campus.
- NSS volunteers organised blood donation camp (25th August 2017).
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- Rrotract Club organised Swacchta Abhiyan, Plantation Derive and Pulse Polio awareness abhyian.

- Rotract Club also organised a blood donation camp in which 48 units of blood was collected. In an accident 6 Rotract donated blood..
- 06 Rovers participated in the Tracking and Environment awareness programme in GSSS Sarahan, Chopal Distt Shimla (16th July to 20th July 207).

5.13 Major grievances of students (if any) redressed: No Major grievances.

- However, minor demands of students were sorted through various academic and development committees of the College.

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 fulfil the needs of industry and the community at large.

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 PTA 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 state council for science and technology. Poster competition and declamation was held.

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, NPS
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. bonafide girl students.• Hostel facility for students from tribal areas of Himachal Pradesh.

6.5 Total corpus fund generated

12839217

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 2017-18. OSA General House meeting was held in Govt College Solan 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 helps in appointing part time teachers and other staff when required. PTA General House meeting was held in Govt College Solan where New Executive was formed as follows:

1. Principal of the college Pattern
2. Sh. Ram Lal Thakur (President)
3. Sh. Gopal Sharma (Vice- President)
4. Sh Rajan Tanwar (Gen. Secretary)
3. Smt. Yoita Sharma (Joint Secretary)
4. Dr. Kewal Krishan (Cashier)
5. Prof. Anupam Bhalla (Advisor)

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, NCC, NSS and Rovers and Rangers units of the college have done cleanliness work in the college campus and hostel campus and had organised awareness programmes
- 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.

- The College is geared to promote an ambiance of *quality* innovations and improving quality.
- Energy conservation: Every Department follows a policy of switching ON power only when required switching OFF when not in use. College conducts awareness programmes on energy conservation and adopt measures to ensure energy is conserved wherever possible. LED bulbs and tube lights are used instead of incandescent bulbs wherever natural light is insufficient.
- 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:

- B. Voc. started from July 2017 in two programmes Retail Management & Hospitality and Tourism. Two new labs and class rooms has been established in the Old Boys Hostel for these courses.
- Some posts of non teaching staff are filled by the support of Local Parent Teacher Association of college. Two teachers in chemistry and one teacher in Political Science were appointed through PTA.
- Many faculties participated in National /International conferences, workshops. One day Lecture Series organised for students with the help of HIMCOSTE. A Workshop organized by Faculty of Physical Sciences in which a lecture by Prof P.K, Ahluwalia on Quantum Indians was also delivered to teachers and students.
- 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.

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, many students of college from various units viz. Rovers and Rangers, NSS and NCC participated in Tree plantation Camps.
- A 2 day social service and tree plantation is done by Rovers and Rangers unit of college in a nearby Bal Asharam, Solan.
- NSS annual camp for 7 days is organized in last week of December 2017 by NSS unit in the Boys Hostel and during the camp the hostel and staff accommodation areas were cleaned and an awareness rally was also organized in the locality.
- Cleanliness week was organised around the general and tribal girls hostels of Govt. College Solan

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 (B)

Name Dr. Rajinder Kashyap

Name Dr. Neelam Kaushik

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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ANNEXURE I

ACTIVITY CALENDAR OF YEAR (2017-18)

S.No.	Activity	Period
1	Summer Vacation	21 st May, 2017 to 15 th June, 2017
2	College Reopens	16 th June, 2017
3	a) Admission (For IIIrd and Vth Sem. Students) b) Admission (For Ist Sem. Students) Collection of admission forms by the concerned departments/Committees. Display of First Merit Lists (Major Wise) Ist round of Counselling 2 nd round of Counselling 3 rd round of Counselling	16 th June, 2017 to 30 th June, 2017 (Without late fee) 16 st June, 2017 to 23 rd June, 2017 24 th to 27 th June, 2017 27 th and 28 th June, 2017 29 th June, 2017 30 th June, 2017
4	Regular Teaching Commences	1 st July, 2017
5	PTA meeting	2 nd Week of Sept., 2017
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., 2017
10	Youth Festival	As Per University Calendar
11	College Athletic Meet	March 01, 2018.
12	College Excursion/ Study Tours	Oct.2017-Feb. 2018
13	Filling University Examination Form	As notified by HPU
14	NSS annual Camp	23 rd to 29 th December 2017
15	Annual Prize Distribution function	24 th March 2018
16	Winter Vacation	1 st Jan., 2017 to 4 th Feb., 2018
17	College Reopens	5 th Feb., 2018

ANNEXURE II

II (A) Tentative Academic Calendar of Institution for next year (2018-19)

S.No.	Activity	Period
1	College Reopens	15-20 th June, 2018
2	<p>Admission Schedule</p> <p>RUSA Admission (For B.A. /B.Sc. / B.Com. Ist sem.)</p> <p>Collection of admission forms by the concerned departments/Committees</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>Admission (For B.A. /B.Sc. / B.Com. IIIrd and Vth sem. Students)</p> <p>Admission for PG classes</p> <p>Note: There will be no admission in any case after 30/06/2017 except there is any statutory provision notified.</p>	<p>21th June, 2017 to 25th June, 2018</p> <p>26th June, 2018</p> <p>On the dates notified at that time.</p> <p>29th June, 2018</p> <p>Roll on admission</p> <p>To be notified later on</p>
3	Regular Teaching Commences	01 July, 2018 onwards
4	Change of subjects (Minor Subjects only) for Ist Sem.	Up to 05 July, 2018
5	NCC, NSS, Rovers and Rangers Enrolments	Up to 31 July, 2018
6	PTA meeting/ Elections	2 nd Week of Sept., 2018
7	SCA Election	As Per dates announced by University
8	Filling of University registration forms (Ist Sem)	Last week of July, 2018
9	Mid Term Tests (RUSA)	Aug.-Sept. 2018
10	Submission of Scholarship forms/ Fee concession forms	Up to Sept. 30, 2018

11	Function of subject societies/ clubs (i) NCC day 23 rd Nov. (ii) NSS day 24 th Sep. (iii) Others	Sept. to Nov., 2018
12	Youth Festival	As Per University Calendar
13	College Athletic Meet	Last Week of Nov. 2018
14	College Excursion/ Study Tours	Oct.,2018- Feb.,2019
15	Filling University Examination Form	As notified by HPU
16	Festival Break	Before and after Diwali for a maximum of 5 days.
17	End Semester Examination (I, III, V semester)	Oct./Nov. 2018, As notified by HPU
18	Winter Vacation	1 st Jan., 2018 to 4 th Feb., 2019
19	College Reopens	1 th Week of Feb., 2019
20	Regular Teaching Commences (II , IV , VI semester)	1 th Week of Feb., 2019
21	NSS annual Camp	Last week December. 2018
22	Annual Prize Distribution function	Feb.-March, 2019

II (B) Perspective Plan for 2018-19

1. To get RUSA grant and utilise it judiciously for the infrastructure development of the College
2. To expedite the construction of the commerce block.
3. Rain water harvesting tank.
4. To establish a Language lab. In one of the computer lab.
5. To have uninterrupted power supply solar panels to be install in College and or Genset/inverter to be purchased.
6. For Diamond Jubilee celebration at least a symbolic function may be organised and a Saraswati idol to installed at some prominent place in the College.
7. The boys hostel sewerage line to be connected with the main sewerage line.
8. Vermin compost plant.
9. Up-gradation of laboratories as per the new curriculum.
10. Campus beautification and tree plantation.
11. To enhance extension activities of NCC, NSS and Rovers and Rangers.
12. To have Table Tennis room and gymnasium in the college.
13. To tackle & minimise the students discrepancies in the end semester results.
14. To continue the renovation work the Old Boys Hostel in phased manner in which the BBA courses are already running and B. Voc. courses has started.

ANNEXURE III

- 26 NCC cadets (Boys) participated in C. A. T. C Camp in Chitkara University (From 10th June to 19th June 2017, 24 NCC Cadets (Girls) participated C. A. T. C Camp in Rampur, 07 NCC Cadets (Girls) participated C. A. T. C Camp in Karsog (in July 2017), 06 NCC Cadets (Girls) participated C. A. T. C Camp in Bilaspur (3-12 August 2017) and 06 NCC Cadets (Girls) participated C. A. T. C Camp in BaduSahib (15- 24 November 2017)
- 11 NCC Cadets participated in A. T. C. and 11 NCC Cadets participated in N. I.C.
- 29 NCC cadets participated Swadhinta Shiver Diwas in Thodo Ground (15th August), 25 NCC cadets participated in Republic Day parade and 25 NCC cadets participated in Vijay Diwas Rally.
- NSS organised Tree plantation at Damrog (2nd August 2017).
- NSS organised Swachhata Abhiyan in its adopted village, Damrog and also organised Swachhata pakhwara in the College from 17th August to 1st Sept. 2017.
- NSS volunteers organised Swachhata Abhiyan around the B. B. A. and Boys Hostel Campus (21st and August and 1st Sept. 2017) and Staff Quarters (23rd August) and Girls Hostel Campus (26st August 2017). On Mahatma Gandhi Jayanti (2nd Oct. 2017) Swachhata Abhiyan was organised around college campus.
- NSS volunteers organised blood donation camp (25th August 2017).
- NSS day was celebrated on 2nd Sept. 2017 and the international NSS day was celebrated on 5th December 2017 by the College NSS units.
- NSS volunteers organised one day awareness camp in the College (27th February 2018) and one day camp in Kotlanala (17th March 2018).
- NSS annual camp for 7 days is organized from 23rd to 29th December, 2017 by NSS units in and around the hostel and staff accommodation area where cleanliness work was done and an awareness rally was also organized in the locality and many other activities was organised during the camp.
- Rrotract Club organised Swacchta Abhiyan, Plantation Derive and Pulse Polio awareness Abhiyan.
- Rrotract Club also organised a blood donation camp in which 48 units of blood was collected. In an accident 6 Rrotract donated blood.
- 06 Ranger and 06 Rovers participated in Republic Day parade.
- 31 Ranger and Rovers participated in Inter State Ranger and Rovers Moot 2017-18 in which our students bagged many prizes.
- 06 Rovers participated in the Tracking and Environment awareness programme in GSSS Sarahan, Chopal Distt Shimla (16th July to 20th July 2017).
- Rover Abhay and Ranger Varun participated in National Environment Awareness and Desert tracking programme in Jaiselmer, Rajsthan (26th to 30th December 2017).

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,
- Feedback mechanism from students.
- 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

- The college cannot enhance infrastructure more than the existing one because of space constraints.
- Latest equipment required in emerging fields and lab testing.
- Implementation of latest technology in labs.
- College strength is around 4000. As a result the college needs more staff members. To maintain teaching & non-teaching numbers of sanctioned posts are not sufficient.
- Long gestation period for starting new courses is in demand.
- Permission for new courses rests with the university and Government.
- 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, and more skill based 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.

ANNEXURE V

Student Feed Back Analysis













