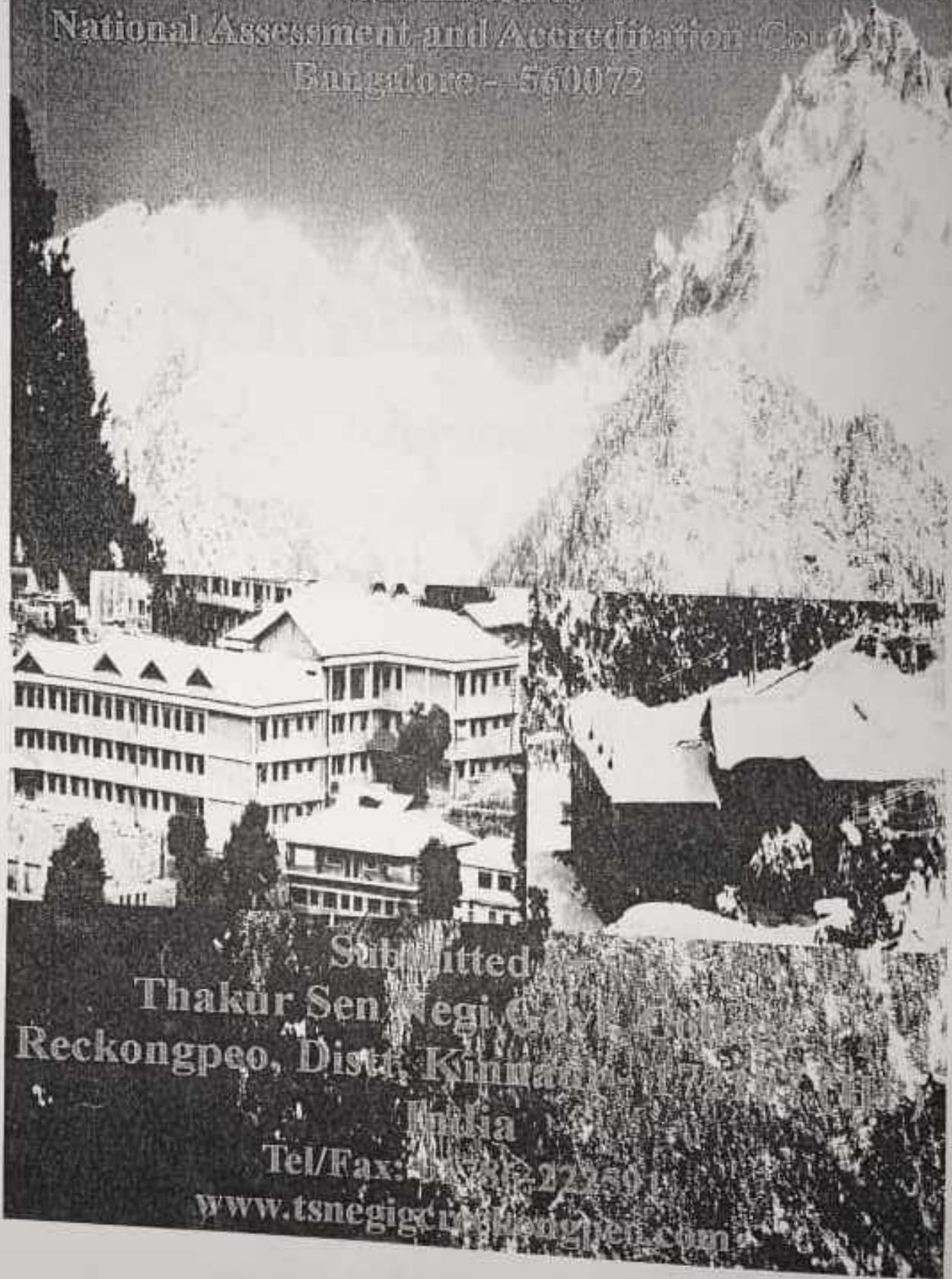


# SELF STUDY REPORT

Submitted to  
National Assessment and Accreditation Council  
Bangalore - 560072



Submitted by  
Thakur Sen Negi Group  
Reckongpeo, Distt. Kinnaur, Himachal Pradesh  
India  
Tel/Fax: 01731-227501  
[www.tsnegigrouprecongpeo.com](http://www.tsnegigrouprecongpeo.com)

SSR : Session 2010 to 2015



ESTD. 1994

# Self Study Report

Submitted to

**National Assessment and Accreditation Council**

**Bangalore - 560072**

Submitted by

**Thakur Sen Negi Govt. College Reckongpeo**

**District Kinnaur-172107**

**Himachal Pradesh INDIA**

**Tel:01786-222591; Fax: 01786-222591**

**[www.tsnegigcreckongpeo.com](http://www.tsnegigcreckongpeo.com)**

**September, 2015**



ESTD. 1994

### VISION

The vision of the institution is to spearhead cutting edge education to implement developing technologies and inculcate moral values for the growth and development of world and the humanity at large. The institution aims to develop the faculty for learning which can draw out the best from the students in terms of mind, body and spirit.

### MISSION

The mission of the institution is **VIDYĀ JNĀNAM JYOTI (विद्या ज्ञानम् ज्योति)**. **VIDYĀ (विद्या)** means knowledge, science, learning, scholarship and philosophy. According to some, there are four **vidyās** or sciences; according to others, **vidyās** has fourteen divisions or eighteen divisions; according to others 33 and even 64 sciences, kalās or arts. **JNĀNAM (ज्ञानम्)** means consciousness, cognizance, knowing, understanding, becoming acquainted with proficiency and sacred knowledge; especially knowledge derived from meditation on the higher truths of religion and philosophy which teaches man how to understand his own nature and how he may be reunited to the supreme. **JYOTI (ज्योति)** means light as the divine principle of life, a source of intelligence; as the type of freedom, bliss and victory. **The institution is inculcating various kinds of knowledge among students with cognizance of man's own nature and of the supreme; to bring freedom, bliss and victory in all facets of life.**

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# THAKUR SEN NEGI GOVERNMENT COLLEGE RECKONGPEO DISTT. KINNAUR (H.P.) - 172107

Ref. No. EDN-KNR(C) NAAC/UTY-40/09-411

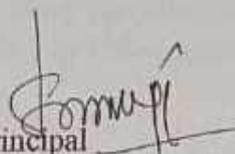
Dated: 02/09/2015

## Declaration by the Head of the Institution

I certify that the data included in the Self Study Report (SSR) are true to the best of my knowledge. This SSR is prepared by the institution after internal discussion and no part thereof has been outsourced. I am aware that the peer team will validate the information provided in this SSR during the peer team visit.

Place: Reckongpeo

Date: 02-09-2015

  
Principal  
Thakur Sen Negi Govt. College  
Reckongpeo, Distt. Kinnaur (HP)

Principal  
T.S. Negi Govt. College  
R/Peo Distt. Kinnaur (H.P.)



# THAKUR SEN NEGI GOVERNMENT COLLEGE RECKONGPEO DISTT. KINNAUR (H.P.) - 172107

## Certificate of Compliance

(Affiliated/ Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **Thakur Sen Negi Govt. College Reckongpeo, Distt. Kinnaur (HP)** fulfils all norms

1. Stipulated by the Himachal Pradesh University Shimla-5.
2. Regulatory Council/ Body (such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.)
3. The affiliation and recognition (if applicable) is valid as on date.

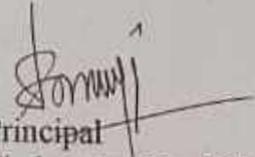
In case the affiliation/recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or recognition by the regulatory council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Place: Reckongpeo

Date: 02-09-2015

  
Principal  
Thakur Sen Negi Govt. College  
Reckongpeo, Distt. Kinnaur (HP)

**Principal**  
T.S. Negi Govt. College  
R/Peo Distt. Kinnaur (H.P.)

# A: Preface

## Preface

Thakur Sen Negi Government College is the pioneering institute for higher education in Reckongpeo Kinnaur, established in 1994 and since then has grown leaps and bounds. Kinnaur is one of the three tribal areas of Himachal Pradesh and one of the tribal district in the state. The district is rich in its natural beauty and resources, people are at the most simplest and kindhearted in the state. The college is situated amidst the beautiful ranges of Himalayas and beneath the blessing of mountain peak 'Kinnar Kailash' which is considered to be the holy abode of 'Lord Shiva'. In Kinnaur, Sutlej River pierces the mountainous stretch from Khab to Chaura and onwards to Rampur in district Shimla. The region is treacherous and the people have acclimatized themselves to this terrain very gracefully. The chief source of income for local people is growing apple as a cash crop and growing local grains for self consumption. In addition to that, dry fruits like pine nuts which is naturally present in abundance in the middle ranges of the district, almonds and apricots are also cultivated in this district.

The institute name is associated to the towering personality of the district, Shri Thakur Sen Negi, it was because of him that the district was granted tribal status and people of the district are today reaping the benefits of his tireless efforts. Shri Thakur Sen Negi belonged to not so well to do region of Shong and due to his hard work and passion to educate himself he qualified with degree of law from Lahore in 1932, later got into Indian Administrative Services; became the first chief secretary from the district and thrice elected speaker of Himachal Vidhan Sabha. He was loved and respected to such an extent that today we have a statue of his placed in main Chowk of the headquarter of Kinnaur. The college takes pride in being named after such an extraordinary man of this land. The institute also believes in inspiring and motivating young minds to dare, dream and achieve what they can imagine in their lives as Shri Thakur Sen Negi did in his lifetime.

Education is the only way to confidently encounter our future and meet with the challenges of life. Students and teachers alike are ones who are constantly learning and educating themselves for creating bright future of our nation. The only weapon we have is that of education which had power to change our world into a better place, every child needs wings of education to reach towards the heights of success, of which any individual can think of and thus develop our society. The purpose of education for us, is to create free and critical thinkers, who can also creatively think for the betterment of themselves and peaceful society as a whole. As Confucius said: "education breeds confidence, confidence breeds hope and hope breeds peace". An educated child and a thinking young adult have self confidence which no one can deny of having due to which roots of any society are stretched. The students in our tribal belt are being integrated into the main stream, more easily than before as there is no scarcity of facilities as was before and our institute is as par to any other institute which provides education in any part of the state.

The motto of our institute is **विद्या ज्ञानम् ज्योति 'VIDYĀ JNĀNAM JYOTI'** which means inculcating various kinds of knowledge among the students with cognizance self's nature of the supreme; to bring freedom, bliss and victory in all facets of life. **VIDYĀ** means learning, **'JNĀNAM** means understanding or knowing and **JYOTI** means light or source of all intelligence which brings bliss.

The tribal students are although inculcated into the mainstream they still have various insecurities to overcome so that they can not only safeguard their interests but also can easily blend into national culture. The tribal students are highly aware of their unique heritage and history; at times this may lead students to suffer from negative or inferior attitude due to their social background which is different than mainstream culture. Therefore our institute and faculty has dual taste of educating students of tribal area to excel in academics as well as accepting and safeguarding their social, political and economic rights and antinomy. This taste is not an easy one as students are familiarized with the values of their ancient culture and traditions as these provide them the background and roots from which they are linked to in their lives. This makes learning and education more important and of higher value because students learn to carry forward their heritage and also consider themselves to be well equipped to face the challenges of dynamic new world of today.

The institute 'Thakur Sen Negi Government College' believes in enlisting all these qualities of education via our valuable teaching faculty and non teaching staff facilities in imparting quality education. The student teacher ratio is ideal for teaching and students have a level of comfort which cannot be seen in other institutions, to enhance the process of learning. The infrastructure in this remote college is at par with many colleges of urban regions of the state. The college is at present running in the building which has partially been destroyed during the landslides of 2011-12 in district headquarter, this building has been renovated and now classes are being held comfortably in the building. A proposal to construct the light weight building structure has already been sent to higher authorities for fulfilling the requirements for extra classrooms and for smooth functioning of extracurricular activities. It is hoped that the construction will be start very soon in near future. There are eleven large rooms in the existing building which can accommodate approximately two hundred students at a time; six functional laboratories of Botany, Chemistry, Physics, Physical Education, Geography and Zoology, with attached storage room and a cabin for teacher; two I.T. labs and O.T. lab cabins for staff; two smart classrooms and one Language lab are also functional in the college. The courses which are at present functioning in the institute are B.A., B.Sc. and B.Com; two add on courses of Tour & Travel Management and Environment & Disaster Management; and two self financing courses of B.C.A. and P.G.D.C.A. The college faculty consists of nineteen teachers and fourteen non-teaching staff for about four hundred and sixty plus students in the present session i.e. 2015-16.

The various committees, clubs and societies which help in growth of personality of the students are N.S.S., Rover and Ranger, Red Ribbon club, Science Club, Unnati Club (Economic and Commerce students), Geographical Society, Navācāra (The Literary Club) are instrumental in evolving and nurturing the students in best possible manner of learning and experimentation with new ideas and manners so as to find their individuality and path in life. These committees, societies and clubs offer students such avenues to make learning fun and interesting through organizing seminars, talks by guest faculties, presentation and even excursions outside the region for interaction amongst their peers whom they are not able to mix upon regular basis.

IQAC (Internal Quality Assurance Cell) has been established to consciously improve the administrative and educational excellence in the institute. The system in the institute is so organized as that quality academic and administrative activities are provided for the benefit of students. The aim of the institute is not only to adopt modern methods of teaching and learning but to maintain and innovatively use, create various activities for quality improvement, organization of workshops and seminars on academic and moral development so that quality education may be imparted to the students.

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# **B: Executive Summary- SWOC Analysis**

## Executive Summary

Thakur Sen Negi Government College, Rekongpeo, Kinnaur is an institution placed in the lap of nature where students and teachers share a family like atmosphere among each other. The college was established in 1994 and since then it has gone from strength to strength. At its inception the institute's total students were only 43 but now in session 2014-15 the strength has increased to about 486 students. This tribal district college is like a beacon of hope and a source of knowledge for all the students who can't afford to move towards big towns and cities for their higher education. The quality of educators and the education imparted is at par to education provided anywhere in the state. The scenic beauty adds to the charm of this peaceful college campus.

Although the college has its humble beginning from an IPH building, but today College has its own building completely equipped with science labs and smart class rooms. The students come not only from the entire Kinnaur district but also from Spiti area of district Lahoul & Spiti. There are ranges of courses offered in the list as would in any other large college, the college has Science, Arts, and Commerce stream along with self-financing course of BCA & PGDCA along with add on courses like TTM and DM also. The faculty and student ratio is an ideal one and therefore the teacher taught relation is trust worthy and loving. The students are more open in showcasing their problems and strengths with equal ease to the faculty and staff. The college is fully financed by government of Himachal Pradesh and is recognized by UGC, New Delhi under section 2(f) and 12B of UGC act 1956. With "VIDYĀ JNĀNAM JYOTI (विद्या ज्ञानम् ज्योति)" as its motto, the college has a team of highly qualified, dedicated and innovative teachers. In 21 years, the institution has excelled in the sphere of academics, cultural, sports and co-curricular activities and has emerged as one of the leading institution of higher learning in Himachal Pradesh.

The aim of our institution has been to cater quality education to the students who have so far been marginalized due to remoteness of the area. The institute has created an atmosphere of trust and love among the students and aims in maintaining this relationship so as to continue nourishing creative young minds. The institute also aims to develop the overall personality of the students so that they may consider themselves to be equivalent to the rest of the students from within and outside the state in academics as well as in their outlook.

To tackle the problems of global importance and harnessing new technologies needed to serve the people of the region and country, both through education and profession, this college has started professional courses BCA and PGDCA from the academic session 2010-11 and the Add on courses viz Environment and Disaster Management & Tour Travel and Management from the ensuing session. The college has well equipped laboratories of Chemistry, Physics, Botany and Zoology with latest equipment of respective subjects. Recently the college has installed fire extinguishers for the safety measures of campus and generator (20 KW) to continuous supply of power during harsh winter conditions of this region. The college has a well equipped

Information Technology laboratory with 47 latest computers and broadband internet/WiFi connectivity. Students can access internet in this laboratory during working hours. The college has a spacious library with a total number of 12396 books on different subjects and subscribed to regional and national newspapers with quarterly and monthly magazines and different journals. The students and teachers of this college have an access to e-resources are able to download e-books and e-journals as the college has Ethernet-HIMSWAN and Broadband (BSNL) connectivity. IGNOU study centre is functional in the college from this session 2002-03 and it imparting education in various streams of arts, commerce and IT including professional courses.

In order to achieve excellence and high impact locally and globally, this college has Career Counselling and Guidance cell that provide information to the students about the various vistas open to them in the competitive world. The college has the latest computer laboratory with internet facility, photo copier, fax, scanner and printer for the benefit of the students. The college has one unit under National Service Scheme (NSS) which inculcates social and moral values including leadership, sense of responsibility and dignity of labour among the volunteers. In order to spread AIDS awareness among youth and society, the college is running Red Ribbon Club. The college has also a unit of Rover and Ranger which is doing a commendable job in generating a sense of service above self. The college is keen to start one NCC unit, separately for boys and girls and the college administration has already taken initiative with the NCC Headquarters Shimla, in this direction. The college also provides opportunities to excel in games and sports. Parent-Teacher Association is an integral part of this institution which acts like a web between college administration and local people for the overall development of the institution. The college has a democratically elected CSCA and PTA and the college administration is committed to brush up the personality of youth under the patronage of the state government and synergetic efforts of PTA, CSCA and local people at large. The college is working for the establishment of UGC resource centre where the students will have to access to internet for the betterment of their career. A multimedia IT laboratory is likely to be established in the college very shortly which will encompass all the modern and latest IT equipments. The college has been continuously pacing ahead under the patronage of Government of Himachal Pradesh with creative team of 21 faculty members with total student strength of 486 in humanities, commerce and science, while 04 faculty member providing their services under self financing in department of Computer applications.

The performance appraisal of the institution is summarized below:

### 1. Curricular Aspects

Thakur Sen Negi Government College, Rekongpeo, Kinnaur upholds the motto of "VIDYĀ JNĀNAM JYOTI (विद्या ज्ञानम् ज्योति)". The institution is inculcating various kinds of knowledge among students with cognizance of man's own nature and of the supreme; to bring freedom, bliss and victory in all facets of life. Though the curriculum is designed by the University, the goals and objectives of the College are transmitted to the students with the efforts of the Faculty by teaching beyond classroom and curriculum. Being an affiliated College of the Himachal Pradesh University, the Institution provides a wide range of courses/programmes in Arts,

Commerce and Computer Science and Applications at Graduation levels. The college offers UG programmes in 18 major subjects in arts, science and commerce with choice Based and credit System (CBCS) implemented under RUSA (Rastriya Uchatar Shiksha Abhiyan) curriculum from the ensuing session, and BCA and PGDCA were introduced from the session 2010-11. In addition, the college has introduced the Add on courses in Environment and Disaster Management & Tour Travel and Management from the ensuing session, supported by UGC.

The College has a limited role in designing the curriculum as it is decided by the H.P. University; however some Faculty members take initiative and contribute in designing the curriculum as members of the Board of Studies/ Faculty, HPU, in different subjects. The College provides diverse and flexible programmes of study that enable the students to follow a self selected pathway to learning. They can select any course they wish to pursue, and can opt for Major or Minor courses in B.A, B. Sc. and B.Com, subject to the eligibility criteria set by the H.P. University. The College strives to offer the highest quality education and services through continual self-assessment, evaluation by students and seeking feedback from stakeholders. This mechanism helps in identifying the new courses/ programmes subjects that can be introduced in the ensuing academic sessions. The frequency of curriculum update or syllabi revision depends on the University. The mentoring programme for all students helps them to face the academic and personal challenges continuously. By providing worthwhile feedback to students on their learning skills based on variety of assessment strategies, optimizes their potential to progress. Family members are encouraged to have direct involvement in education through Parent Teacher meetings.

## **2. Teaching, Learning and Evaluation**

Thakur Sen Negi Government College maintains a learner-centric environment conducive for quality education and student empowerment. Wide publicity to the admission process is carried out by means of print and media through Prospectus and College website. The admission process is systematically administered and is transparent. Admission Committees consisting of members from different Faculties admits students on the basis of merit in respective major subjects. Students are provided counselling at the time of admission and are helped to choose the courses/programmes pragmatically by looking at their strengths. H. P. Govt./HPU/Govt. of India reservation policy is strictly followed and selected needy students from weaker sections of society are given free scholarships/fee concessions. The Institution identifies slow and advanced learners through class tests, assignments, project work, etc. Accordingly effective strategies are adopted for supporting both kinds of students with attainment targets. The College has consistently performed creditably well as far as results of various classes are concerned. The College pass percentage in the last session 2014-2015 was B.A- 83.73%, B.Com- 100 % and B. Sc.-100 %.

The college has planned and organized teaching, learning and evaluation schedules by strictly following the Academic Calendar of the H.P. University. Semester/Term wise teaching schedules and plans are prepared well in advance, regular meetings convened by the Principal and the IQAC to draw an annual blue print of the events and activities. IQAC plays a vital role in quality enhancement and sustenance of the teaching-learning process by giving timely directions and encouragements and

providing facilities for undertaking various functions. A variety of teaching methods are used for delivering instructional content effectively.

The College has highly qualified and competent Faculty members, most of them are PhD/ M. Phil degree holders. They are recruited as per the H. P. University/ D.H.E rules which are based on UGC norms. The teachers are encouraged to attend Refresher and Orientation courses in their subjects, which leads to their knowledge upgradation and skill enrichment. The feedback mechanism (parents) helps Faculty members to enhance their professional competency. Continuous and comprehensive evaluation of students take place through class tests, assignments, seminars, question & answer sessions, revision tests, house examinations and annual/ end semester examinations. Internal assessment for all Graduate courses is in accordance with the H. P. University rules.

At the beginning of the session, all students are informed about the evaluation procedures. The students' grievances related to house examinations are redressed promptly and expeditiously by the concerned teachers. The College has a practice of assessment of teachers by the students. The regular meetings convened by the Principal and the IQAC to draw an annual blue print of the events and activities. IQAC plays a vital role in quality enhancement and sustenance of the teaching-learning process by giving timely directions and encouragements and providing facilities for undertaking various functions.

### **3. Research, Consultancy and Extension**

Promotion and development of research activities are led by UGC affair committee along with the Principal and Heads of different departments. It acts as the link between the faculty research interests and the funding agencies. Faculty is also engaged in supervising the research projects of students from other universities. Some of the Faculty from different departments submitted/proposed the minor project to the UGC. Study leave is allowed for carrying out research work for Ph. D. / higher study. Faculty participation in orientation/refresher courses, involvement in and organization of workshops and seminars of Regional/ National/international level, and special guidance on ICT teaching technology, have resulted in sufficient exposure to recent advances and changes of the curriculum innovative initiatives. 25% of the faculty are Ph. D. Holders, 25+ research publications in International/National/Regional journals and seminar proceedings, 03 book published and more than 10 participations in workshops/conferences and seminars of Regional/ National/international level. The active participation of faculty in workshops and seminars, the research projects undertaken have resulted in a phenomenal increase in teaching/learning process.

The various extension activities provide the students with a rare consciousness that motivates them to reach out to their fellow beings particularly the needy and the marginalized. Programmes of societal importance are carried out by the NSS and Rover-Ranger units of the College. The teacher in-charge of NSS and other Societies such as career counselling and placement cell, plan and host activities for the whole year. The students are encouraged to participate in these activities and those who excel in them are awarded prizes at the time of College Annual Prize Distribution function which is held at the end of every academic session.

### **4. Infrastructure and Learning Resources**

Thakur Sen Negi Government College is spread in 6.1775 acres of land, an area which has become the epicentre of education in this part of the area. The campus houses buildings which include Administrative Block, Academic Block (Arts, Commerce, Science) comprising of well lighted and ventilated classrooms, fully equipped and updated laboratories for Physics, Chemistry, Botany, Zoology, Geography and Computer labs are equipped with latest computers and Ethernet-Himswan and Wi-Fi/Broadband connectivity/facility. It also houses the Library, ICT Room, Sick room, Staff-room and Sports room. Adequately furnished office with full-fledged computing facilities are available for special units like IQAC, UGC affair, Career Counselling and Placement Cell, IGNOU, NSS Unit, Rover and Ranger Unit and Red Ribbon Club.

To keep it healthy and eco-friendly environment, burning of dry leaves and polythene bags are prohibited in the campus. In coordination with other academic support units in campus, the Library provides services that support the College's diverse curriculum in Arts, Commerce and Computer Applications. The impressive collection of books, journals and other library material provides resources to explore all areas of human knowledge within the framework of learning. Internet facility is available for all library users. The use of ICT as a learning resource, which enables Individualized instruction and collaborative learning, are being used by a couple of departments. ICT rich environment is being further developed to encourage students to become more focused in their learning.

At present 21 fire extinguishers are fixed at all the strategic points on the College campus. Our infrastructure is also made use of by several outside agencies for conducting examinations and hosting various programmes.

### **5. Student Support and Progression**

The diverse programmes in academics and co-academics as well as sports and cultural activities are well synchronized and reinforced with an effective support system to produce enlightened and self-reliant individuals as visualized in the vision and mission of the college. The college has the requisite provisions which facilitate progression of students from one level of education to the next higher level.

The Students Council representing the voice of student community acts as a link between the Principal and students. The Student Council gives leadership to student involvement in the campus. IQAC, Anti-Ragging Committee, and Discipline Committee, Reception and Hospitality Committee have student representatives.

The college promotes inclusive practices for social justice and better stakeholder relationships. The SC/ST/OBC and economically needy students (IRDP/BPL) are provided equal opportunities by award of scholarships and stipends. The college atmosphere is enriched with curricular and co-curricular activities. Events at the departmental/faculty level are designed to supplement quality teaching and personality development of students. Encouraging student's participation in curricular and co-curricular activities like Youth Festival facilitates developing various skills and competencies and foster holistic development. The faculty members encourage students to participate in state, national and international curricular and co-curricular programmes through NSS/sports/Rover and Ranger activities. Different committee for youth festival and for other cultural and sports activities screens the fresher in the beginning of the academic year for the individual student artists/sports person and helps to tap and channelize the potential of the students. The individual talent is tapped, nurtured and channelized through Subject Societies and clubs which keep the campus alive and vibrant by conducting various activities at regular interval of time.

## 6. Governance, Leadership and Management

The college has a decentralised, visionary and transformative leadership, notified in prospectus through more than 25 different committees, which is steering the college to its smooth functioning throughout the year. With the firm belief that education is the path way to the empowerment, the enlightened college administration provides clear vision and mission of the institution. Regular meetings of the College Advisory Committee, IQAC and Heads of Departments offer a platform to present and discuss the perspective plans of the college and help in effective implementation of institutional policies.

Ever since its inception, the college has been blessed with an array of dynamic Principals, who arose to the positions of Joint director/Additional director/Director of higher Education to H. P. Govt., have enhanced the quality of college's educational services and led to phenomenal growth and development of the college.

The Principal works closely with administrative team comprising coordinator/Conveners of different committees and programmes to offer effective leadership by setting values and participative decision-making process in co-ordinating the academic and administrative planning and implementation. Dissemination of information for smooth and effective functioning is facilitated through the existing mechanism through committees.

Mechanisms for regular performance appraisal of staff have been evolved to ensure academic excellence. Finance and Accounts Department, working under the supervision of the office superintendent, administrative control of the Principal, implements all tasks related to finance and accounting. The departmental allotment of money is decided by the Principal in consultation with the Advisory Committee, Heads of the Departments and Bursar. The college has an established mechanism for mobilizing resources and ensuring transparency in the financial management of the institution. A Chartered Accountant has been engaged to monitor efficient and effective use of finances.

Internal Quality Assurance Cell (IQAC) has been functioning as a quality sustenance measure since 2012. Regular meetings of IQAC and Heads of Departments help in effective planning and implementation of institutional policies. Annual review and progress assessment is done by IQAC and submitted through Annual Quality Assurance Report (AQAR). Feedbacks are collected from all stakeholders and analysed for the review of implemented quality policy. The preparation of Annual Quality Assurance Report presents us an opportunity to evaluate and improve our functioning every year.

The fresh appointees are encouraged for attending Induction training/Orientation Programmes and senior faculty for attending the Refresher Courses. In the last two years 80% of the faculty attended teacher induction training programme or the OP/RC. Professional competence of the staff is updated regularly. Mechanism for regular performance appraisal of staff has been evolved to ensure academic excellence.

## 7. Innovations and Best Practices

The college has adopted a number of innovative practices. In addition to the five regular working hours, a sixth hour has been introduced into the college time table to promote soft skill development in students for support and progression through Add on courses. Our institution strives to provide a learner centric environment conducive

for quality education. Interdisciplinary studies, which are considered a major trend in teaching and research, are given due importance and encouragement. Our interdisciplinary programmes include add on courses like certificate courses in Environment & Disaster Management and Tour & Travel Management offered by some departments, Add on courses introduced in the new syllabus permits every student to opt for an interdisciplinary course.

The college is highly conscious of its responsibility to the student community, the society, the nation and the environment. The slogan, "Neat, Clean & Green Campus, Healthy Campus", conduct of Green Audit of its campus, Environment Day, restricting use of plastics etc., instil in all a love of nature and a desire to conserve energy and water.

In the changing scenario of the world that demands individuals to be competent in every respect and in changing climatic conditions of the planet particularly for this region the college has initiated various Courses or Add-On Courses to help the students prepare for the competitive world and at time of natural catastrophes.

## SWOC Analysis of the Institution

### Strengths:

- A robust work culture. All lectures/practicals/assignments are held. Work begins and ends on time. Students are accorded personal attention, based on need and willingness to be helped.
- Teachers deputed for orientation and refresher courses, seminars, workshops and conferences to get updated on the changing trends in education and related areas.
- Involvement of students in organizing various functions by different clubs, societies and departments throughout the year which compliment class room transactions
- The college has large campus in the hilly terrain of Himalaya.
- Teachers encouraged completing Ph.D./M.Phil. Programme.
- Remedial classes and tutorial hours for slow and advanced learners.
- Timely internal student evaluations.
- Focus on learning- cantered education, participatory and interactive learning through assignments, seminars, projects etc.
- Commitment to total transparency in admission process.
- Well disciplined campus conducive to learning.
- Library with good collection of standard books and journals including research journals
- Financial support through various scholarships.
- Promoting programmes to cater human values, social sensitiveness, self reliance, National integration under Equal Opportunity cell of RUSA head. Driven by a vision and a mission for realization of objectives socially uplifting.
- 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

- 
- At present we have Girls Hostel which can accommodate 60 inmates.
- 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/tribal areas and economically weaker sections of the society.
- NSS Camp, street plays, blood donation camp, rallies (Aids awareness, Save Girl Child, National Integrations), philanthropic activities and outreach programmes to empower the marginalized and downtrodden.

#### **Weaknesses:**

- The college campus has a portion of its building demolished due to land slide in year 2010, which needs urgent attention and expansion to including various offices like Principal Office, Staff Room, Ministerial Staff Offices, Sports Room, NSS, NCC, Ranger & Rovers, and IGNOU etc., girls common rooms, separate toilets for boys and girls including staff toilets, canteen facility.
- The college campus requires sufficient land for the purpose of constructing staff quarters (teaching and non-teaching) along with Principal Residence, Boys Hostel (having approximate capacity of 100 boys), Warden Residence for Boys Hostel, Chowkidaar hurt, Guest Room, Store Room and Reception Area.
- No central heating system for students and staff in the college campus.
- Shortage of teaching and non teaching staff under RUSA/CBCS.
- In spite of good academic records, poor knowledge base and weak language skills pose a great challenge since it takes away the precious time meant to transact the present curriculum.
- No seminar hall/conference hall, auditorium/ green house and reading room.
- Being a govt. institution, some times faculty/staff is transferred in between the academic session hampering the process of learning/teaching.

#### **Opportunities:**

- The institute is in rural area and the only one in the tribal district Kinnaur.
- It provides opportunity for better education in higher studies for the students of weak social and economic background.

- Enhancement of research activities.
- To create an institute which provides quality education.
- Enhancement of faculty excellence.
- Enthusiastic young teachers with research aptitude promote research culture among students and an enquiry based learning approach.
- Self-financing stream to be further strengthened to introduce technology and contemporary programmes.

#### Constraints/Challenges:

- Campus placement of students.
- The challenge is to be enhance significantly to infrastructure, to maintain all ready exiting infrastructure and to add to the courses be offered.
- Poor education backgrounds of the parents prevent even the high achievers from moving out for higher levels of learning or employment.
- Due to lack of proper infrastructure, the students of weaker economic section our tribal society miss the golden opportunity for higher education. Therefore the college has low strength because students are seeking admission in other nearby colleges.
- Greater involvement of parents in activities of college.
- 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.
- There is a dire need for non-teaching staff/lab-staff/library –staff in the college due to which day to day official work is hindered.

#### Looking Ahead: Future Plans

- ❖ Separate Arts block and Administrative Block to house the arts faculty separate faculty rooms and class rooms including additional smart class rooms
- ❖ Separate library block, Auditorium/Multi-Purpose Hall are urgently needed.
- ❖ Acquire land for residence with government's permission
- ❖ Parking facility, green house, water harvesting and solar energy system.
- ❖ Requirement of boy's hostel.
- ❖ Principal residence and Residential houses for the teaching and non teaching staff.
- ❖ The college needs to provide research facilities to the members so that they can pursue their research goals and be linked to the latest development in their respective area of specialization.
- ❖ Organization of National and International conference in Recent Trends.

\*\*\*\*\*

# C: Profile of the Institution

## Profile of the Affiliated /Constituent College

1. Name and address of the college:

Name: <b>Thakur Sen Negi Govt. College Reckongpeo</b>		
Address: <b>P.O. Reckongpeo</b>		
District: <b>Kinnaur</b>	State: <b>Himachal Pradesh</b>	PIN: <b>172107</b>
Website: <b>www.tsnegigreckongpeo.com</b>		

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Chaman Mahajan	O: 01786-222591	09459762555	01786-222591	principalgcrecko ngpeo@gmail.com
Vice Principal	Mr Janak Negi	O: 01786-222591	09418473134	01786-222591	negijanak@gmail.com
Steering Committee Co-ordinator	Mr Devender Singh	O: 01786-222591	09459166786	01786-222591	devendergndu@gmail.com

3. Status of the of Institution :

Affiliated College

Constituent College

Any other (specify)

4. Type of Institution:

a. By Gender

i. For Men

ii. For Women

iii. Co-education

b. By shift

- i. Regular
- ii. Day
- iii. Evening

5. Is it a recognized minority institution?

Yes

No

✓

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Source of funding:

Government

Grant-in-aid

Self-financing

Any other

✓
✓

7. a. Date of establishment of the college:..... 16/08/1994

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

Himachal Pradesh University Shimla-5

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	12/02/2004	Copy attached
ii. 12 (B)	15/07/2004	Copy attached

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC

(AICTE, NCTE, MCI, DCI, PCI, RCI etc.).....NO

Under Section/clause	Recognition/Approval details Institution/Department/ Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as

recognized by the UGC), on its affiliated colleges?

Yes  No

If yes, has the College applied for availing the autonomous status?

Yes  No

**9. Is the college recognized**

a. by UGC as a College with Potential for Excellence (CPE)?

Yes  No

If yes, date of recognition: ..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes  No

If yes, Name of the agency ..... and

Date of recognition: ..... (dd/mm/yyyy)

**10. Location of the campus and area in sq.mts:**

Location *	Rural
Campus area in sq. mts.	6.1775 Acres
Built up area in sq. mts.	24995 Sq.mts.

(\* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

**11. Facilities available on the campus** (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• Auditorium/seminar complex with infrastructural facilities---NO

• Sports facilities

\*  play ground(Yes)

\* swimming pool(No)

\* gymnasium(No)

• Hostel

\* Boys' hostel (No)

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

\* Girls' hostel (Yes)

i. Number of hostels (01)

ii. Number of inmates(13)

iii. Facilities (mention available facilities)

ACCOMMODATION FOR 60 GIRLS, MESS, COMMON ROOM EQUIPPED WITH TELEVISION, TABLE TENNIS, NEWS PAPER AND MAGAZINES ETC

\* Working women's hostel (No)

i. Number of inmates

## ii. Facilities (mention available facilities)

- **Residential facilities for teaching and non-teaching staff** (give numbers available -- cadre wise) No
- **Cafeteria** --No
- **Health centre** -- First aid, Inpatient, Outpatient, Emergency care facility.
- College is utilizing the facility of 108 ambulance service, a fully furnished sick room is in the college with first aid kit, and college is utilizing the First aid, Inpatient, Outpatient, Emergency care facility provided by District Civil Hospital, Reckongpeo, which about 1.0 Km from the college campus.

Health centre staff –

Qualified doctor Full time  Part-time Qualified Nurse Full time  Part-time 

- **Facilities like banking, post office, book shops :**
- College is utilizing banking, post office, book shops facility available in local town Reckongpeo.
- Transport facilities to cater to the needs of students and staff: HRTC and Private transportation
  - a. Animal house (No)
  - b. Biological waste disposal (No)
  - c. Generator or other facility for management/regulation of electricity and voltage (Yes)
  - d. Solid waste management facility(No)
  - e. Waste water management(No)
  - f. Water harvesting(No)

## 12. Details of programmes offered by the college (Give data for current academic year)

Sl. No	Programme Level	Name of the Programme/ Course	Duration Year/Semester	Entry Qualification	Medium of instruction	Sanctioned/approved Student strength	No. of students admitted
	Under-Graduate	B. A./ B. Sc. / B. Com.-I/ Sem	6 Sem	10+2	English/Hindi	60 in each Major Subject	246
		B. A./ B. Sc. / B. Com.-III Sem	6 Sem	10+2	English/Hindi	60 in each Major Subject	109
		B. A./ B. Sc. / B. Com.-III Year	3 Year	10+2	English/Hindi	Seats are not fixed	107

		BCA- I Sem	6 Sem	10+2	English/Hindi	40 seats	09
		BCA-II, III Year	3 Year	10+2	English/Hindi	40 seats	15
	Post-Graduate						
	Integrated Programmes P G						
	M. Phil.						
	Ph. D.						
	Add on Certificate courses	1. Environment and Disaster Management	1yr	10+2	English/Hindi	40	15
		2. Travel and Tourism Management	1yr	10+2	English/Hindi	40	NIL
	UG Diploma						
	PG Diploma	PGDCA	1yr	Graduation	English	40	09

13. Does the college offer self-financed Programmes?

Yes  No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	<input checked="" type="checkbox"/>	No		Number	02
-----	-------------------------------------	----	--	--------	----

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Particulars	UG	PG	Research
Science (Botany, Zoology, Physics, Chemistry, Maths)	✓	-----	-----
Arts (History, Pol. Science, Public Adm., Sociology, Hindi, Sanskrit, Geography, Economics, Music(V)&(I), Physical Edu., English)	✓	-----	-----
Commerce	✓	-----	-----
Any Other not covered above (BCA & PGDCA)	✓	-----	-----

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

- a. annual system
- b. semester system
- c. trimester system

17. Number of Programmes with

- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other ( specify and provide details)

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes  No

If yes,

- a. Year of Introduction of the programme(s).....  
(dd/mm/yyyy)  
and number of batches that completed the programme
- b. NCTE recognition details (if applicable)  
Notification No.: .....
- Date: ..... (dd/mm/yyyy)
- Validity:.....

- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?  
Yes  No

19. Does the college offer UG or PG programme in Physical Education?  
Yes  No

If yes,

- a. Year of Introduction of the programme(s).....  
(dd/mm/yyyy)  
and number of batches that completed the programme

- b. NCTE recognition details (if applicable)

Notification No.: .....

Date: ..... (dd/mm/yyyy)

Validity:.....

- c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?  
Yes  No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff P.T.A./GIA	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government					13	06	06	08		
<i>Recruited</i>			Total sanctioned posts=22				Total sanctioned posts=20			
<i>Yet to recruit</i>			Vacant posts=03							
PTA (Internal)					00	01				
PTA (GIA)					01	00			01	
BCA & PGDCA					00	04	01		01	

Positions	Teaching faculty							
<i>Yet to recruit</i>								

\*M-Male \*F-Female

## 21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.					02	01	03
M.Phil.					04	02	06
PG					01		01
Temporary teachers							
Ph.D.					01	01	02
M.Phil.					03	01	04
PG					02		02
Part-time teachers PTA(GIA)/PTA/Self Financing							
Ph.D.							
M.Phil.					01	01	02
PG						04	04

22. Number of Visiting Faculty /Guest Faculty engaged with the College. NIL

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2011-12		Year 2 2012-13		Year 3 2013-14		Year 4 2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female

SC	12	18	06	13	03	13	07	16
ST	103	144	90	141	106	177	157	242
OBC	-	-	-	-	01	-	02	02
General	20	24	21	24	18	25	25	35
Others	-	-	-	-	-	-	-	-

24. Details on students enrolment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	478	---	---	---	478
Students from other states of India	07				07
NRI students	---				---
Foreign students	01				01
Total					486

25. Dropout rate in UG and PG (average of the last two batches)

UG  PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

(b) excluding the salary component

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes  No

If yes,

a) Is it a registered centre for offering distance education programmes of another University?

Yes  No

b) Name of the University which has granted such registration.

**INDIRA GANDHI NATIONAL OPEN UNIVERSITY (IGNOU)  
NEW DELHI**

e) Number of programmes offered      28

d) Programmes carry the recognition of the Distance Education Council.

? Yes  No

28. Provide Teacher-student ratio for each of the programme/course offered

Stream	Teacher	Student
Science	05	80
Arts	12	312
Commerce	02	70
BCA/PGDCA	04	24

29. Is the college applying for Accreditation : Cycle 1  Cycle 2  Cycle 3  Cycle 4

Re-Assessment:

*(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)*

30. Date of accreditation\* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) N.A.

Cycle 1: ..... (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 2: ..... (dd/mm/yyyy) Accreditation Outcome/Result.....

Cycle 3: ..... (dd/mm/yyyy) Accreditation Outcome/Result.....

\* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

210

32. Number of teaching days during the last academic year

*(Teaching days means days on which lectures were engaged excluding the examination days)*

130

33. Date of establishment of Internal Quality Assurance Cell (IQAC)  
IQAC .....10/06/2012

34. Details regarding submission of Annual Quality Assurance Reports  
(AQAR) to NAAC.

AQAR (i) (dd/mm/yyyy)

AQAR (ii)

35. Any other relevant data (not covered above) the college would like to include.  
(Do not include explanatory/descriptive information)

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# D: Criterion-Wise Inputs

# CRITERION I

## CURRICULAR ASPECTS

### 1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution and describe how it is communicated to the students, teachers, staff and other stakeholders?

**Vision:**

- ❖ To develop a potential for excellence.
- ❖ To keep pace with the latest technology.
- ❖ For future to develop more vocational courses for better employment prospects.

**Mission:**

- ❖ To impart meaningful education relevant to the needs of the world.
- ❖ To develop the competitive mind set among the students of this particular remote area.
- ❖ To make students employable in professions such as civil services, teaching, management, banking and defence services etc.
- ❖ To develop leadership qualities in the students and equip them for self expression
- ❖ To create a conducive environment for the teaching-learning process.
- ❖ To make the students sensitive to the needs of the society, emphasizing on gender equality and human rights, ecological and environmental issues.
- ❖ To provide a platform for free and fearless expression of thought and to provide opportunities to the students for self-realization.

- ❖ To create human resource of committed citizens who are not only intellectually but morally enlightened.
- ❖ To make the children of small villages fit for the global society.

**Objectives:**

- ❖ To provide equal opportunities for both genders.
- ❖ To educate students of all sections of society.
- ❖ To provide quality education to all college students.

**1.1.2 How does the institution develop and deploy action plans for effective implementation of the curricular? Give details of the process and substantiate through specific example (s).**

- For the effective implementation of the curriculum, the college plans meticulously much before the outset of the academic session. Prospectus committee is framed at the end of each session to plan the academic activities of the next session. Other academic committees are framed to ensure development of action plan within the time frame given by the university. Teachers prepare work schedules for each subject. The heads of various departments make elaborate plans for their departments. The teachers are encouraged to use the support of power point presentation in the college. The students are encouraged participate in group discussions, seminars and interactive sessions. Feedback is taken from students and stakeholders by IQAC. The time-table is framed by the time-table committee which has representatives from all major departments and the time-table is adhered to strictly.

After the adoption of Choice Based Credit System (semester system) by the Himachal Pradesh University, at the time of seeking admission each student are given an opportunity to choose one subject as their major subject, 2 minor subjects of his/her choice and 2 compulsory subjects, and a general interest/hobby subject. Each major and minor subject has a weight age of 4 credits and each compulsory subject of 3 credits. The credits for GI&H vary from 1 to 3.

**1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?**

Government college Reckongpeo is affiliated to HP University; therefore it follows the curriculum designed by the University. The College has 18 UG departments and 01 PG Diploma course. The University and the Institution provide both procedural and practical support to translate the curriculum and to improve the quality of teaching.

### Support from the University.

- ❖ The curriculum is framed by the university.
- ❖ The rules for admission and reservation policy are decided by the HP University/HP Govt.
- ❖ The university decides the pattern of evaluation.
- ❖ The broader academic calendar is finalized by the university that specifies the duration of the semester, the details of admission, the date of commencement of the semester, the end of semester examination and the details of evaluation.
- ❖ The University UGC-ASC conducts Refresher Courses, orientation programmes, faculty training programme to update the faculty members of the latest trends and changes in curriculum.

### Support from the Institution:

The college nominates and encourages teachers for attending the Refresher courses, Orientation programs, and other quality improvement programs. As many as 04 Teachers have attended Orientation programmes and Refresher Courses and 17 teachers attended the Induction Training at SCERT Solan and B.Ed. college Dharmshala. Students feedback is taken to make teaching-learning more effective.

The institution endeavours to provide all possible practical and procedural support to the teachers for translating the curricular and teaching practices by improving the infrastructural facilities like increased number of lecture halls, IT labs, laboratories, Internet, rooms to various committees for their smooth functioning. The infrastructure to improve the quality education mentioned below:-

Sr. No.	Facilities	2011-12	2014-15
1.	Teaching Rooms	10	10
2.	Library Seating Capacity	50	50
3.	Black Boards	17	17
4.	Cabin for Committees	Zero	6 (Cabins under construction)
5.	Computer Lab	01	02
6.	Language Lab.	Nil	01
7.	Auditorium	Nil	Under contraction
8.	Smart Classroom	Nil	02

①  
Infrastr. Supporting document

9.	Laboratories	06	06
----	--------------	----	----

**1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curricular delivery and transaction on the curriculum provided by the affiliating university or other statutory agency.**

- For effective curriculum delivery and transaction of the curriculum provided by the affiliating university or other statutory agency, the institution strictly adheres to the time schedule provided by the university and the Directorate of Higher Education, Government of Himachal Pradesh for the transaction of the various activities of the curriculum. Staff meetings, Parent Teacher Association meeting and meeting with the students are arranged from time to time to ensure that the overall plan of action and the objectives behind each activity is understood by all the stakeholders. Apart from the scheduled teaching activity, the institution also organizes inter faculty and inter-college meets for co-curricular activities like debates, declamations and quiz competitions through the cultural programmes such as Hindi Divas, Talent hunt, NSS, Rover & Rangers, Red Ribbon Club, AIDS day, seminars, presentations and educational tours. All this results in effective delivery of the curriculum.

**1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?**

- The Career Counselling and Guidance Cell organize seminars, lectures and workshops on soft skills opportunities in industries and information regard entrepreneurship.
- Equal opportunity cell and gender sensitization campaigning team organised seminar and workshops in college as well as in other educational institutes with collaboration of different departments.
- Remedial coaching classes for SC/ST/OBC are taken regularly to provide better competitive mindset to these socially trodden groups.
- Regular innovative initiative programmes are carried out to promote research activities particularly on customs, culture and historical monuments of this district.
- Parent Teachers Association Meeting which is held at regular intervals provides feedback on the various aspects of the curriculum. The student feedback is obtained in the various meetings held with the elected leaders of the Students Central Association. Similarly, the various student union outfits also provide feedback in the course of meetings held with them.
- Students are mobilizing to express their views by using latest technology i.e audio-visual aids.
- Students are motivated to participate in seminars and workshops organised by different departments of the college.

- One faculty members and the Principal represented the college in different meeting with state RUSA Co-ordinator.

**1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University/(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

- Parent Teachers Association Meeting which is held at regular intervals provides feedback on the various aspects of the curriculum. The student feedback is obtained in the various meetings held with the elected leaders of the Students Central Association. Similarly, the various student union outfits also provide feedback in the course of meetings held with them.

**1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If yes, give details on the process (needs Assessment, design, development and planning) and the courses for which the curriculum has been developed.**

- This college is affiliated to Himachal Pradesh University and it follows the curriculum prepared by the University for the various courses offered for study in the institution. Independently, it does not develop any curriculum nor there is any such provision under the existing rules and regulations.

**1.1.8 How does the institution analyse/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

The College communicates effectively with the stakeholders to ensure the effective implementation and achievements of its objectives.

Analysis is done on the basis of the following:

For Semester System:

1. CCA: 50% of total marks are awarded by CCA.
2. Minor Test-1 after eight weeks of the starting of the teaching session, teaching involving lectures, tutorials and practical interspersed with Continuous Comprehensive Assessment in the form of quizzes, assignments, group discussions, class tests, seminars etc. (weight age 15%).
3. Minor Test-2 After sixteen weeks of the starting of the teaching session, Teaching involving lectures, tutorials and practicals interspersed with Continuous Comprehensive Assessment in the form of quizzes, assignments, group discussions, class tests, seminars etc. (weight age 15%).
4. Assignments/Seminars/Term Paper/Tutorials (weight age 15%).
5. Practicals are course specific.

## 6. Attendance (weightage 5%)

**Feedback from Students:** The students are given feedback forms which are filled by them. The feedback forms are then analysed by the heads of the respective departments and report given to the IQAC.

**Feedback from parents:** Parents'; Parent teacher' meetings are organized and free and friendly environment is provided for the parents to communicate freely with the teachers for the betterment of their wards.

## 1.2 Academic Flexibility

### 1.2.1 Specifying the goals and objectives give details of the certificate/diploma/skill development courses etc., offered by the institution.

Our Institution is an affiliate college of the Himachal Pradesh University. From the session 2013-14, Choice Based Credit System has been adopted under RUSA system.

#### Conferment Bachelor's Degree under CBCS system

The result is declared by the COE (controller of examination) of the Himachal Pradesh University and the degree (or certificate or diploma as the case may be) conferred. A candidate shall be eligible for the conferment of the Bachelor's degree only if he/she has earned the minimum required credits for the program prescribed therefore i.e. 120 credits in total and minimum of 9 credits in Compulsory Courses; 56 credits in Core Courses; a minimum of 40 credits in Elective Courses (minimum 20 credits in each of the minor subjects) and a minimum of one credit of GI and H courses.

In this system a student opting for any major subject in any stream is required to earn 120 credits to complete his/her graduation degree. A student who earns up to 96 credits but fails to obtain 120 will get the diploma and a student who earns 48 credits will get a certificate course in any stream.

Category of Courses offered under CBCS system:

1. Every subject of Humanities/Sciences/Commerce is a Major course.
2. Major /Hard core course with a weightage of 4 credits.
3. Minor course with a weightage of 4 credits.
4. Compulsory course with a weightage of 3 credits.

**1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If yes, give details.**

There is no such provision of twinning of degree under existing CBCS/RUSA system. However, at the end of the program, if a student has accumulated more than the required number of credits (i.e. more than 120 credits) for the award of a UG degree, he / she can be considered for the programs mentioned below by a committee comprising the College Principal, Senior-most teacher of the student's major subject, and/or the senior-most teacher

**Major with Emphasis** (to be decided by the Committee) when there are at least 15 credits in excess with a minimum of 'A' grade.

**Double major** (Second major to be decided by the committee) when there are at least 30 credits in excess with a minimum of 'A' grade.

**1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential of employability.**

Lateral and vertical mobility within and across programmes and courses.

Major Subject	Minor Subject Combination Permitted
Sanskrit (Shashtri)	1. English. 2. One of the Languages or Social Science subjects.
One of the Languages	1. One of the Languages other than the Major. 2. One Social Science or Science subjects.
One of the Social Science/ Humanities Subject	1. One of the Languages or Social Sciences. 2. One of the Science or Social Science subjects.
Physics	1. Mathematics 2. One of the Science or Social Science subjects
Chemistry	1. Physics. 2. One of the Science or Social Science subjects.
Botany	1. Zoology or Chemistry 2. One of the Science or Social Science subjects
Zoology	1. Zoology or Chemistry 2. One of the Science or Social Science subjects.

<b>Geography</b>	1. Mathematics or Physics or Chemistry. 2. One of the Science or Social Science subjects.
<b>Mathematics</b>	1. Physics or Chemistry or one the Social Sciences. 2. One of the Science or Social Science subjects.
<b>Computer Science, Computer Applications, Information Technology</b>	1. Mathematics. 2. One of the Science or Social Science subjects.
<b>Commerce</b>	1. Management. 2. One of the Science or Social Science subjects.
<b>Management</b>	1. Commerce. 2. One of the Science or Social Science subjects

**Note:-** In addition to these, the Colleges affiliated to **HPU**, depending on the infrastructure and faculty available, can offer various courses under self-financing mode leading to undergraduate certificate (up to 6 credits, one semester) and diploma (25-30 credits, two semester). The necessary Government and University approval, however, will have to be obtained by the College.

Credit transfer and accumulation facility

Sr. No Course	Course component	Number of Courses		Credits per course	Total Credits	
		Minimum Maximum	Minimum Maximum		Minimum Maximum	Minimum Maximum
1	Compulsory Course and skill based Course	3	6	3	9	18

2	Core Courses	14		04		56
3	Elective Courses	10	13	04	40	52 or more
4	General Interest & Hobby Courses	01	03	01 to 03	01	09
	Total	28	36	1 to 4	106	135

**1.2.4 Does the institution offer self-financed programmes? If 'yes,' list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

Yes our college offers BCA and PGDCA courses in this category

Sr. no	Course	Eligibility Admission Criteria	Approved Seats	Fee Structure	No. of Teachers/Non Teaching	Eligibility/ Salary
I	BCA	10+2 Admission is based on Merit in the qualifying exam	30 Subsidized 10 Non - Subsidize	12000/- PA 25000/- PA	04 Teachers 01 Lab Asstt. 01 Sweeper	Fixed salary given to teachers as decided by the self financing advisory committee headed by Principal
II	PGDCA	Bachelor degree in any discipline	30 Subsidized 10 Non - Subsidized	14000/- 25000		

In this course our college offers 30 subsidised and 10 non-subsidised seats on merit basis in the qualifying exam. In the admission process, the reservation roster, as given by the H.P University, is followed for the said course.

Fee structure is approved by the government of Himachal Pradesh which is different from the other courses offered in the old pattern.

Qualification of the teachers for the above mentioned course is strictly controlled by the norms prescribed by the UGC and State Higher Education Department. Remuneration to the guest faculty is given on period basis as fixed by the HPU/HP Government.

**1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.**

It is our foremost duty to prepare our students for the requirements of the global society. Keeping this in view, our college provides the following courses as compulsory courses to our students:

- I. Functional English (Skill Based)
- II. Functional Hindi (Skill Based)
- III. Communication Skill in English (Hobby course)
- IV. Functional English (Yet to be started)
- V. Computer Application

**1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes' how does the institution take advantage of such provision for the benefit of students?**

- ❖ The University does not permit the flexibility of combining the conventional face-to-face and Distance mode of Education for students to choose the courses/combination of their choice.

**1.3 Curriculum Enrichment**

**1.3.1. Describe the efforts made by the institution to supplement the University' Curriculum to ensure that the academic programmes and institution's goals and objectives are integrated?**

- ❖ Although the college does not have the option of formulating its own curriculum, still the implementation of the academic program aims to achieve the goals and objective of the institution. Students are inspired towards academic excellence with commitment and discipline. The institution is committed towards the overall development of students.

Throughout the session, a number of programmes are organized that focus on the current issues of concern like leadership quality, communication skills, etiquette, group discussions, global warming and awareness about women empowerment etc. A well thought of academic calendar ensures thorough planning and execution of the university curriculum.

**1.3.2. What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to the needs of the dynamic employment market?**

- ❖ At the university level, faculty members who are on the Board of Studies play an important role in formulating and enriching the curriculum. However, at the institution level, the departments conduct seminars, workshops, group discussions and organize field visits to enrich the curriculum.

**1.3.3. Enumerate the efforts made by the institution to integrate the cross cutting issues such as gender, climate change, environment education human rights ICT etc., into the curriculum?**

Government College Reckongpeo is committed for its responsibility towards the momentous social issues related to gender sensitization, climate change, environmental education, human rights and ICT etc. that are handled sensitively by the institution.

**Gender sensitization:** Women grievance redressed cell holds discussions on the issues of women empowerment. Efforts are made to create awareness about gender issues and to promote gender equality.

**Climate change:** To spread the message of global warming, ozone layer depletion and related issues, lectures are delivered and group discussions are held. The geography department held a signature campaign on earth day.

**Human rights:** Formation of the anti-ragging cell and the anti-ragging squad is a step towards human rights awareness. Equal opportunities are provided to all the students. No gender, class or caste based bias is made.

**ICT:** Realizing the importance of technology in the modern world, the college is committed towards providing all possible infrastructure and computer training facilities. The college has two well equipped computer labs with internet facility. This helps the students to become a part of the global information system and enhance their employability.

**1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?**

- ❖ Moral and ethical values

- To inculcate moral and ethical values, the students are motivated through special lectures held by the Principal and staff.
- Community-oriented programs such as **Blood Donation Camps** and plantation drives are organized.

#### ❖ **Employable and life skills**

- General interest and hobby subjects are taught to the students to improve their employability and life skills.

• Keeping in view the importance of communication skills for better career options, the students are motivated to study it as a general interest and hobby subject.

- The following subjects are offered as GI & H courses:

- ❖ Basic knowledge of music
- ❖ Communication skills in English

Students are given responsibilities in all the college cultural programs, competitions, seminars etc. to improve their managerial and organizational skills and also to encourage team spirit.

#### ❖ **Better career options**

The following skill based subjects are offered to enable students to prepare for studies related to various competitive exams:

- Functional Hindi
- Functional English

#### ❖ **Community orientation**

The institution regularly organizes blood donation camps, AIDS awareness programs, drug awareness drives, environment programs and observes important days like Communal Harmony Day, Teacher's Day, Earth Day, Children's Day, Flag Day, AIDS Day, Science Day and other days of national and International importance.

### 1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

New courses like BCA and PGDCA under self-finance scheme were introduced during the session 2010-11. The feedback is collected through the following channels:

- ❖ Teacher-Student evaluation form to be filled by random selection of students.
- ❖ Feedback from Parents-Teacher Association members
- ❖ Feedback from the analysis of the college result
- ❖ **Suggestion Box** open for all

- ❖ Feedback from students elected/nominated body i.e. CSCA of the college

As a result of the feedback and the earnest endeavour of the college, two add on courses, namely **Environment Disaster Management** and **Tour and Travel management** are running in this college which are approved by UGC. A sum of Rs. seven lacs has been received by this intuition from UGC as seed money for Environment Disaster Management course.

### 1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

- ❖ The endeavour of the college is to provide all-round development opportunities to the enrolled students through various programs. It uses education as a tool for achieving its desired end. To get the desired result, it is important to monitor and evaluate the quality of its enrichment programs. The feedback is received through teacher evaluation feedback forms, filled by the students. A summative report is prepared by each head of the department and the same is submitted to the principal through IQAC. These programs aim at inculcating a value system among the students and promote a quest for excellence.

## 1.4 Feedback System

### 1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

- ❖ Curriculum of various courses is designed by the affiliating university
- ❖ Teachers from various departments of the college take part in the Syllabus Dissemination Committee formed by the university to design the syllabus

### 1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Feedback from students, parents, PTA body and community in general is taken for the introduction of new courses.

#### • Feedback from Students:

Feedback forms based on NAAC recommendations for evaluation of teachers are distributed to the students by random selection of the students. The feedback is compiled by the head of the departments and report is given to the IQAC.

#### • Feedback from Parents and community:

Feedback is taken from the parents on the functioning of the college. PTA meetings are arranged to apprise the parents of the changing trends in curriculum and the performance of their wards.

Self-finance course BCA was introduced during the session 2010-11 based on the feedback of the students, parents and other stakeholders.

**1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?**

Sr.No	Name of Courses	Year
1	BCA	2010-2011
2	PGDCA	2010-2011
3	Tour and travel management	Add on course from UGC
4	Environment Disaster management.	Add on course from UGC

A sum of Rs. seven lacs has been received by this institution from UGC as seed money for Environment Disaster Management course.

**1.4.4 Any other relevant information?**

- ❖ The institution is always on the lookout and makes use of any opportunity that is offered by any agencies to improve the skills of the students.

## CRITERION II

### TEACHING-LEARNING AND EVALUATION

#### 2.1 Student Enrolment and Profile

##### 2.1.1 How does the college ensure publicity and transparency in the admission process?

The College ensures transparency as under:

- College follows academic calendar of events notified by HP University.
- The admission is done strictly on the basis of rules and regulations prescribed by the H. P. University and notified in the prospectus.
- The preparation of merit cum reservation list is strictly according to university roster and is displayed on the notice board. The selection is through committee system and approval of head of the institution.
- The lists of selected candidates are displayed on the notice board and uploaded on the website of college indicating the percentage of marks.
- The admission is through committee system and approval of authorities.
- The selected candidates' list in case of PGDCA/BCA I<sup>st</sup> semester is displayed on the notice boards and made available on the website of college.
- Interfaculty transfer is allowed within a month after closing of admission process.
- Thus the transparency is ensured from the stage of notification till the completion of admission process. Hence access, equity and social justice is ensured through transparency and adherence to rules.
- The notification containing detailed information about admission to PGDCA/BCA I<sup>st</sup> semester (self-financing courses) classes and course material, eligibility, process of admission is advertised in the leading dailies/news papers separately.

##### 2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

###### Admission to BA/B.Com./B.Sc. I<sup>st</sup> semester

(A). The HP University Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading System (CAGP) under RUSA for UG Programmes was implemented from the academic year 2013-14 and the detailed eligibility and the criteria adopted; and process of admission is as follow:

**Eligibility for admission:**

A pass in senior secondary (+2) examination (academic stream) conducted by H. P. Board of School Education or an examination accepted as equivalent thereto by the various bodies of H.P. University;

(i). Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc./B.C.A. programmes.

(ii). Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com/B.C.A. programmes.

(iii). Provided that the candidates who have passed qualifying examination with Mathematics as one of the subject shall be given preference in admission to B.C.A. programmes.

- A criterion for admission to BA/B.Com./B.Sc.I courses is strictly on merit basis at the qualifying examination subject to the maximum number of seat available in the college. Presently, one unit in each major subject except Chemistry major (has two units) are running in the college and each unit in major subject comprises sixty (60) students.
- At the time of admission each student has to identify a major (main) subject in which he/she has to concentrate and two minor (allied) elective subjects which he/she choose to study.
- Major is the subject in the student will have to take core courses(hard and soft core and or elective) as prescribed by the concerned UG Board of studies and faculty.
- Major once identified would not be changed unless the student quits a programme and joins a new programme.
- Minor, on the other hand, would be the subjects that would be chosen by the student out of number of subject combination suggested and approved by the UG BOS and faculty of student's major subject and available in the college.
- For degree (B.A./B.Sc./B.Com./B.C.A./PGDCA) the student have to accumulate a minimum of 120 successful credit hours of coursework over a minimum of three and a maximum of five years from the date of admission.

(B). Before the implementation of CBCS, admission to BA/B.Com./B.Sc.I course is made strictly on the eligibility conditions, prescribed by the H.P. University Shimla-5 and is open to all who fulfil prescribed eligibility conditions which are on the basis of marks obtained in the final examination at +2 stage, which are as follows;

(a). B. Sc. I<sup>st</sup> semester (Med. & non-Med.): 45%

(b). B. Com. I<sup>st</sup> semester: 40% at the +2 stage for commerce stream: 45% other than commerce stream and 33% for girls students.

(c). B. A. I<sup>st</sup> semester: 33%

- Admission to BA/B.Com/B.Sc. II and III was on 'Roll on System' basis i.e. initially every student of college who has appeared in TDC 1<sup>st</sup> and 2<sup>nd</sup> year of University examination shall be provisionally admitted to TDC 2<sup>nd</sup> and 3<sup>rd</sup> year respectively. His/Her admission will be regularized after declaration of the University results i.e. a student stand promoted on declaration of the University results i.e. a student stand promoted or demoted or his admission may be cancelled depending upon the result of his/her qualifying examination.

#### Admission to Professional Courses BCA /PGDCA Ist sem

- Admission to Bachelor of Computer Application I<sup>st</sup> semester (BCA) is held in the month of June/July on the basis of merit list of +2.
- Admission to BCA II/III is on roll-on basis, as per the procedure prescribed by HP University Shimla-5.

+

#### 2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

- Minimum percentage of marks for Admission to BA/B.Com./B.Sc.I course at +2 stage, are as follows:-
  - a) BA I<sup>st</sup> semester: 33%.
  - b) B. Sc. I<sup>st</sup> semester: 45%.
  - c) B. Com. I<sup>st</sup> semester: 45% (40% for commerce stream students) & 33% for girls students.
  - d) SC/ST students seeking admission in science or commerce stream are given 5% relaxation in marks.
- Admission to BA/B.Com/B.Sc. II and III is on 'Roll on System' basis i.e. initially every student of college who has appeared in TDC 1<sup>st</sup> and 2<sup>nd</sup> year of University examination shall be provisionally admitted to TDC 2<sup>nd</sup> and 3<sup>rd</sup> year respectively. His/Her admission will be regularized after declaration of the University results i.e. a student stand promoted or demoted or his admission may be cancelled depending upon the result of his/her qualifying examination.

#### Admission to Professional Courses BCA Ist /PGDCA 1<sup>st</sup>

- Admission to Bachelor of Computer Application 1<sup>st</sup> year (BCA I) is held in the month of June/July on the basis of merit list of 10+2.
- Admission to Post Graduation Diploma in Computer Application (PGDCA) is on the basis of Weight age of marks obtained in graduation.
- Reservation of seats for the reserve category students are filled as per the roster system prescribed by the Himachal Pradesh University.

**2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

- There is three tier mechanisms in the institution to review the admission process and student profiles. Any student aspiring for admission has to appear before the followings successively;
  - (i) Admission Committee
  - (ii) Convener Admission Committee
  - (iii) Principal
- Thus, the admission process carried out by the initial admission committee is reviewed by the 'Final Committee' and it is further reviewed by the 'Principal' before finally student is admitted to the college.
- Admission process and profile of the student is reviewed again after the declaration of the results of BA/BSc/BCom I/II, to update it if there is any demotion.

**2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

- \* SC/ST
- \* OBC
- \* Women
- \* Differently abled
- \* Economically weaker sections
- \* Minority community
- \* Any other

The following strategies are adopted to increase and improve the access of SC/ST/OBC and others:-

- By adhering to quota of reservation specified for by the government of Himachal Pradesh.
- Exemption of tuition fees for women students.
- Reservation of seats for differently abled students.
- Needy students are given academic assistance in the form of books and refund of fees.
- Creation of awareness on the importance of higher studies education as a means of socio-economic change, empowerment-orientation and counselling.
- Provision of UGC order-Policy of constitutionally implemented merit cum reservation at the time of admission.

- Awareness and orientation on the financial and academic facilities incentive to the marginalized students of SC/ST/IRDP/OBC/Women category provided by state govt. and H.P. University.
- Educating and counselling parents of needy women students about the importance of women education, exclusive facilities available for women, financial incentives and security and protection provision.
- Career counselling cell for the awareness of the students.
- Through Reservation Policy access is ensured to these marginalized groups of SC/ST through the total implementation of reservation-cum-merit as per the roster issued by the H.P. University in the admission of BBA/BCA.
- **Women-** For women there is relaxation in 7% for admission to B.Com-I but the women candidates in all other courses are provided equal opportunity.
- **Differently abled-** As per Govt. of India directives, seats are earmarked for the differently abled students for admission in PGDCA and BCA as per the reservation roster.
- **Economically weaker sections of the societies-** There are reservations for students belonging to economically weaker sections of the society.
- **Athletes and Sports Persons-** One student is admitted preferentially in each course based upon the excellence of the student in athletics or sports activities at regional or national level.

2.1.6. Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Programmes	Session	Number of applications/ seats	Number of students admitted	Demand Ratio
Under-Graduate	2010-11	No special sanctioned Strength	466	2
	2011-12	However all Eligible	264	

Programmes	Session	Number of applications/ seats	Number of students admitted	Demand Ratio
	2012-13	Students are Offered	296	
	2013-14	Admission	294	
	2014-15	*60 students allowed in a major subject in 1st year	486	
<b>Add on Certificate /Diploma/Advance Diploma Courses</b>				
<b>1. Travel and Tourism Management</b>	<b>2010-11</b>	13/40	13(Certificate course)	
	<b>2011-12</b>	NIL	NIL	
	<b>2012-13</b>	NIL	NIL	
	<b>2013-14</b>	21/40	21(Certificate course)	
	<b>2014-15</b>	NIL	NIL	
<b>2. Environment and Disaster Management</b>	<b>2010-2011</b>	17/40	17(Certificate course)	
	<b>2011-12</b>	02/40	02(Certificate course)	
		08/40	08(Diploma course)	
	<b>2012-13</b>	01/40	01(Certificate course)	
	<b>2013-14</b>	27/40	27(Certificate course)	

Programmes	Session	Number of applications/ seats	Number of students admitted	Demand Ratio
	2014-15	15/40	15(Certificate course)	
Self Financing	2010-2011	22/40	22	
1. BCA	2011-12	12/40	33	
	2012-13	16/40	41	
	2013-14	09/40	26	
	2014-15	09/40	24	
2. PGDCA	2010-2011	18/40	18	
	2011-12	15/40	15	
	2012-13	18/40	18	
	2013-14	10/40	10	
	2014-15	09/40	09	0.225

## 2.2 Catering to Diverse Needs of Students

### 2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

- The institution caters to the needs of differently-abled students by providing guidance to students in studies in odd hours. Study material is provided to needy students. They are encouraged mentally and emotionally. The college provides scholarships, and there is also a provision of assistant writer during examination to address the needs of differently-abled students.

### 2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

- Zero hour period for one week for all newly admitted students before the actual commencement of teaching programmes are conducted in order to assess the status of current knowledge of subject, general knowledge, reasoning etc.
- There is also a provision to change faculty within fifteen days of admission if a student is not comfortable in the subject he or she opted at the time of admission
- The performance of the students in the house examinations which are a part of internal assessment also help in understanding the students' level of comprehension of the subject.

### 2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Add-on/Enrichment Courses, etc.

- To bridge the knowledge gap of incoming students after assessment in the house examination, remedial classes are organized.
- Zero hour period for one week for all newly admitted students before the actual commencement of teaching programmes are conducted in order to assess the status of current knowledge of subject, general knowledge, reasoning etc.
- Remedial classes

### 2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- Career Counselling and Guidance Cell has been constituted in the college. Special attention is given to mentoring of students. To fulfil this purpose, mentoring programmes are organized in the institution not only by the faculty but special talks by dignified personalities of different strata of society are often conducted in the college. Seminars and quiz competitions are frequently conducted to brush up the talent of students. Group discussions on the subjects of general interest are organized to accelerate their eloquence. In addition to this all members who take tutorial classes themselves act as mentors and counsellors and inculcate the spirit of ethical and social values in the students.

- The cross cutting issues such as gender, climate change, environment education, human rights, ICT etc., are integrated into the curriculum by the institution by way of **debates, declamations and discussions** when these are organized from time to time in the college. **Slogan writing, poster making** is yet another method to integrate these issues into the curriculum. Also during the camps organized by the NSS, Rover and Rangers the students are made aware of these issues. Some activities undertaken during the academic session 2012-13 are listed as follows:
- College constitute internal committee to sensitize the gender issue in the society and the committee organised a one day workshop/seminar in GSSS Reckong Peo on dated 16-12-2014, in ITI at Reckong Peo on dated 17-12-2014 and Gram Panchayat Khawangi on dated 20-12-2014 to emphasise the view of the girls child and to give the proper education, equal importance and opportunity without any discrimination

#### 2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- The different teaching departments identify slow and advance learners of a subject based on their performance in classrooms/practical and house examination. They are also identified on the bases of their active participation in extra curricular activities and through assessment of their previous academic record. Accordingly strategies are adopted to strengthen their learning process.

##### Specific Strategies for the advanced Learners:-

- Participation in quiz, debates and problem solving.
- Nomination to CSCA to support administration in decision making exercise.
- Provision of additional learning-Reference material-Book, Review, Articles and Reports, CDs and internet surfing.
- Students seminars on selected reference topics.
- Participation in problem solving and decision making exercises.
- Students project work based on theoretical data/practical work/ survey data/ case studies.

##### Strategies for slow learners-

- **Tutorials, discussion, interactions and remedial coaching.**
- **Personal, academic, social counselling and provision of notes/course material.**
- **Concept clarification and problem solving exercises.**

- Revision of topics and practical (not as punishment but as an amelioration method).

Preparation of assignments and steps to enhance their communication skills, by reading/learning

**2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?**

The data and information on the academic performance of the students at risk of drop out is used to minimize the drop out rate by;

- The faculty members of all departments participate in academic counselling of the needy and willing students in order to minimize the dropout rate and they counsel the students time to time and make them aware of the course.
- Providing encouragement to twice failure students to continue their studies by changing their faculty subjects.
- Compensation to the students up to fifteen percent who fall short of their attendance owing to genuine reasons by the principal.
- The data of the number of students admitted to each course regarding students from the disadvantaged sections of society, physically challenged and economically weaker sections along with the data of general category students is submitted to the govt. for the use and analysis of data, whenever required. However, at the institution level there is no such analysis.

## **2.3 Teaching-Learning Process**

**2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)**

The HPU Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading System (CAGP) under RUSA for UG Programmes was implemented from the academic year 2013-14. It is an instructional package developed to suit the needs of students to keep pace with the developments in higher education worldwide taking the students out of isolated compartmentalized learning environment, which clearly indicates for each level of certification learning effort required on the part of the student in terms of credits to be earned as well as participation in instructional hours to be spent. The students in this system have considerable freedom in choosing the courses of interest.

- An academic year in the HPU Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading System (CAGP), comprising of 180 days is divided into two semesters, each semester having at least 90 working days; and in each semester and in each course the number of instructional hours per week are assigned which is termed as 'credit' or credit hours. The credits also determine the volume of the course contents and delivery of programmes such as lectures, tutorials, practical, assignments etc.

- In a Semester, the teaching, learning and evaluation schedules i.e. academic calendar, teaching plan, evaluation blue print etc. is as follow:-

**1-8 weeks:** Teaching involving lectures, tutorials and practical interspersed with continuous comprehensive assessment in the form of quizzes, assignments, group discussions, class tests, seminars etc. followed by Minor Test/Term-I.

**9th weeks:** Semester break/vacation/time for extra curricular activities.

**10-16 weeks:** Teaching involving lectures, tutorials and practical interspersed with continuous comprehensive assessment in the form of quizzes, assignments, group discussions, class tests, seminars etc. followed by Minor Test/Term-II.

**17-22 weeks:** End Term Examination to be conducted in 4-6 week duration including preparatory holidays.

**23-26 weeks:** Evaluation of end term examination and followed by break/vacations

The action plan for effective implementation of the teaching, learning and evaluation is prepared well in advance before the academic session which begins in June every year and is incorporated in the prospectus. The process of implementation starts as per the calendar of activities. The tentative time schedule when these activities have to be carried out has also been detailed out in the prospectus.

College planning and organization of teaching – learning – evaluation schedule is mainly based on three schedules of academic calendar.

- i. The regulations of each course specify the frame work of academic schedule.
- ii. Syllabus supplied / prescribed by university.
- iii. Evaluation.

- Based on these major provisions H.P. University with the consultation of Director Higher Education and committee of college principals, academic calendar is prepared and is strictly followed by our college. The regulations of each course (UG) specify the frame work for academic schedule. The number of teaching days, number of subjects-papers to be taught, hours of instruction per paper, practical, method of teaching learning and house examination and methods of assessment and declaration of results.

- I. Based on these three major provisions, as well as the steps followed for preparing an annual calendar, teaching learning and evaluation schedule is planned, organized and implemented.
- II. Students would come to know the academic Programmes well in time (teaching days, learning days) and also about the components of the related course which are meant for the examination purpose.
- III. Teachers would know the time frame for teaching –learning process and ensure the total attention for the completion of syllabus and possible revision.
- IV. Examination authorities and examiners know the time frame for completion of the process of evaluation and results.
- V. Examination schedules are notified in the academic calendar.

- VI. The examination / evaluation work of the college is looked after by H.P. University which announces its calendar of events i.e. Examination time table, evaluation days and declaration of the results.
- VII. The systematic planning, organization and implementation of teaching-learning-evaluation is possible within the total scheme of university schedule. It is rational, realistic and scientific.

### 2.3.2 How does IQAC contribute to improve the teaching-learning process?

- ❖ The college has an internal quality assurance cell (IQAC). It draws up annual plans and monitors their implementation. It educates new staff on the core values of education that are being implemented in the college. Quality sustenance and quality enhancement is ensured in the following ways:-
  - Feed back through class test and house examination
  - Career Counselling and Guidance Cell
  - Educational Tour
  - Women Grievance Cell
  - Facility of Book Bank for poor and needy students
  - Lecture and demonstration method in teaching is advised
- ❖ To enhance the quality of education the following measures are adopted:-
  - Use of modern teaching aids
  - To increase teaching days a roll on system has been adopted for admission at UG level
  - Inter college and intra-college quiz competition, debate/symposium, painting, poetic recitation, slogan writing and mehendi etc are organized.
  - Anti-Copying squad
  - Assignments for academic improvement of students are introduced
  - Scholarship to socially deprived sections of students to motivate for higher and better education
  - Personality and Skill Development courses
  - Motivation of students by the teacher to show their talent in various extracurricular activities
  - Tutorial classes are held on every Saturday
  - Establishment of Internal College Quality Assurance Cell

### 2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

- ❖ The college supports student centric learning through its efforts at creating a learning environment which allows students to think, answer and ask questions. The basic strategy adopted is to provide students with a diversity of learning experience. Lectures are the common teaching method and are supported by discussions, assignments, field work and projects. Participatory learning activities like presentation of seminars, collection of information from internet, declamation and debate competitions and interfaculty cultural meets are encouraged. The learning process is student-centred in the college, such activities contribute to self-management of knowledge development, skill

formation in the students and provides requisite platform to the student to become confident and self-reliant, and the following methods are adopted in this regard:-

- **Interactive Method:** To learn the topic in depth and make it interesting, the teaching learning strategies include group discussions, case studies, team projects, illustrations, question answers, audio-video presentations and activities.
- **Project based learning:** The students in the department of Physics, Botany, Geography, Zoology, Commerce, BCA and PGDCA undertake project work where self learning by students is the core agenda of the project. A few departments provide instructional materials to the students for easy understanding of the concepts.
- **Computer assisted learning:** In various departments computer based learning packages are used to elucidate abstract knowledge and virtual instrumentation through practical.
- **Experimental learning:** The subjects of Sciences, Geography, BCA and PGDCA provide the opportunity for the students for experimental learning and also to understand the concept of field work.
- **Seminars:** Student seminars and discussion sessions are regularly conducted by all the departments all with units of NSS/R&R, units of the college and Career Counselling and Guidance Cell of the college to enhance the knowledge and cultivate the cultural, social and ethical values along with the related subject areas. Quiz programmes are also followed.
- **Lecture Method:** All the UG courses in the college are taught by using the lecture method as a means to introduce the topic, theories, concept elaboration and depth of subject. The quality and quantum of the lecture method and learning strategies such as lecture, discussion, group discussion, question-answers, case studies, illustration, and special lecture depend upon the related subject.

#### 2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

- ❖ To nurture critical thinking, creativity and scientific temper among the students:-
  - Special lectures are organized by the college that help in equipping students and faculty with latest information and talent developments and such interactions are mutually beneficial to the students and the faculty.
  - The students are encouraged to read the magazines, journals, CD-Rom data base and latest information available on the internet.
  - The college also has the provision of educational tours which includes visit to various industrial, heritage towns, field studies and survey works.

**2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.**

- ❖ The modern technologies and facilities available and used by the faculty for effective teaching in the institution are as follows:-
  - Teachers use transparencies, power point presentation and educational CDs and create a rich learning environment for students.
  - The college provides internet access to Staff and students through its central computer lab, where the students can access internet for educational purpose. Effective learning experience is ensured through the audio-visual aid and virtual impact of information through the use of modern teaching aids.
  - The use of modern multi-media teaching aids like wall-mounted OHP and CD-ROMs and computer systems are usually employed in IT laboratory for classroom instructions.
  - The students are also encouraged to use computer software packages for meaningful analyses of the experimental data collected/acquired for preparing presentations by them.

**2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

- ❖ The students and faculty has been encouraged to keep pace to advanced level of knowledge and skills and in this process;
  - The members of staff and students participate in National Seminars, conferences, symposium and workshops in the field of their subjects.
  - 50% of the faculty has participated in different seminars and conferences in previous two years (see departmental profile).
  - The students and the faculty keep pace with recent developments in their disciplines by reading latest reference books, journals, periodicals.
  - Faculty members also participate in orientation programmes, refresher courses and workshops.
  - Through Research Journals, Reference book and review articles.

**2.3.7 Detail (process and the number of students/benefitted) on the academic, personal and psycho-social support and guidance services (professional counselling/mentoring/academic advise) provided to students?**

- The institution is also making all out efforts to enhance and develop soft skills of the students, for example, A one day workshop was organised by

the Career and Counselling Cell of the college on personality development on dated 26-09-2011. Sh. Hishe Negi President NGO (KAIZEN) was the recourse person on this occasion.

- College has installed language lab for the Communication and Skill Development of the students where students enhanced their pronunciation skills and learn foreign language with interest and in a Play Way Method.
- SEBI (Securities and Exchange Board of India) organised Awareness Camp in the month of October 2014 on investor's education and awareness programme to aware the students and faculty members regarding investment in various field such as insurance.
- The college strives to provide additional skill oriented programme relevant to regional and global employment markets like personality development programmes and honing the communication skills in collaboration with government and private sector agencies.
- The BCA and PGDCA which are regular courses lay thrust on preparing graduates for national and international careers in management and information technology sectors.

**2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

- ❖ The following innovative teaching approaches and methods are adopted by the faculty in this regard:-
  - To learn the topic in depth and make it interesting, the teaching learning strategies include group discussions, case studies, team projects, illustrations, question-answers, audio-video presentations and activities.
  - All the departments provide instructional materials to the students for easy understanding of the concepts.
  - In various departments computer based learning packages are used to elucidate abstract knowledge and virtual instrumentation through practical.
  - The subjects of Sciences, Geography, BCA and PGDCA provide the opportunity for the students for experimental learning and also to understand the concept of field work.
  - All the UG courses in the college are taught by using the lecture method as a means to introduce the topic, theories, concept elaboration and depth of subject. The quality and quantum of the lecture method and learning strategies such as lecture, discussion, group discussion, question-answers, case studies, illustration, and special lecture depend upon the related subject.

**2.3.9 How are library resources used to augment the teaching-learning process?**

- There is a library for faculty and students in the institution and lending facilities for students and faculty is provided in the library.
- The students and teachers have an easy access to all the computers in IT lab and have the facility of downloading e- books and e- journals.
- The computerization of library services is under process.
- The students and faculty members are informed about the arrival of the new additions in the college library.
- College library provides an annual issue of College magazine "SHATUDRI" to the students.

**2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

No, institution completes the curriculum within the planned time frame and calendar year.

**2.3.11 How does the institute monitor and evaluate the quality of teaching learning?**

- The college has an internal quality assurance cell (IQAC). It draws up annual plans and monitors their implementation. It educates new staff on the core values of education that are being implemented in the college. In this way Quality sustenance and quality enhancement is ensured in the institution. The institution has the mechanism of evaluation of teachers by students.
- The student's feedback is communicated to teachers by department heads.
- The quality of the teaching staff is monitored through Annual Confidential Reports (ACR) and API score.
- The feedback is obtained from the students and the stakeholders in the various meetings held from time to time with the College Student Central Association members, Old Students Association, Parent Teacher Association and college staff meetings. Suggestions given by them are communicated to the University through the representatives of the college in the various forums of the University. All efforts are made by the college to do whatever is financially and administratively feasible at the college level.

**2.4 Teacher Quality**

**2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	---	---	---	---	---	---	---
Ph.D.	---	---	---	---	02	01	03
M.Phil.	---	---	---	---	04	02	06
PG	---	---	---	---	01	--	01
Temporary teachers							
Ph.D.	---	---	---	---	01	01	02
M.Phil.	---	---	---	---	03	01	04
PG	---	---	---	---	02	---	02
Part-time teachers							
Ph.D.	---	---	---	---	---	---	---
M.Phil.	---	---	---	---	---	01	01
PG	---	---	---	---	---	04	04

**2.4.2 How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

- The faculty members are selected as per the guidelines of the UGC through open advertisement by H.P. Public Service Commission, Shimla and as per the provisions of UGC norms & H.P. Government notifications.
- The college has the required number of qualified and competent teachers to handle the classes.
- If necessity arises and to cope up with the deficiency, the college recruits temporary faculty as per the UGC norms and as per the provisions of H P government notifications.

**2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

a) **Nomination to staff development programmes:** To enhance the teacher and teaching quality in the college, teachers are encouraged to participate in the staff

development programmes, as shown below:-

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	05
HRD programmes	--
Orientation programmes	03
Staff training conducted by the university/HP Govt.	18
Staff training conducted by other institutions	06
Summer / winter schools, workshops, etc.	04

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- ❖ Teaching learning methods/approaches
- ❖ Handling new curriculum
- ❖ Content/knowledge management
- ❖ Selection, development and use of enrichment materials
- ❖ Assessment
- ❖ Cross cutting issues
- ❖ Audio Visual Aids/multimedia
- ❖ **OER's**
- ❖ Teaching learning material development, selection and use

*Free teaching resource.*

*Open Education Resources (documents + media)*

- College possesses well equipped IT Lab which is helpful for faculty to collect information from internet.

c) Percentage of faculty

- \* invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies
  - \* participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies
  - \* presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies
- 50% of the faculty participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies.
  - 20% of the faculty presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.

**2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

- All the teachers are encouraged to pursue higher studies. Teachers are also deputed for in service training to gain knowledge about new technologies in emerging areas. Presently, Dr. Vivek Sharma, Assistant Professor in Sanskrit, has sent a minor research project to UGC to peruse post doc. Research work.
- The teachers, whose papers are accepted, are encouraged and are permitted to participate in the National and International / conferences/ seminars/ workshops. In the last four years 75% of our college faculty has presented papers or participated in National and International / conferences/ seminars/ workshops.
- The college encourages various departments to organize seminars and workshops by providing money from the UGC grants. A National seminar proposal (with the calibration of the department of Sociology and Sanskrit) is under consideration.
- The institution has sent a proposal of worth Rupees 19 million to peruse research and innovation under the scheme of RUSA
- Teachers are encouraged to get research projects from various agencies.

**2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

- None

**2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

- No

**2.5 Evaluation Process and Reforms**

**2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?**

- ❖ The stakeholders of the institution especially students and faculty are made aware of the evaluation processes in the following ways:-
  - The schedule of evaluation is incorporated in the academic calendar which is available to every member of the college through prospectus.

- Teachers are responsible for communicating the evaluation methods through class room announcements to the students.
- The students are well informed through the college prospectus. They are also informed through various notices that they will have to secure minimum percentage in the house examination for being eligible to appear in the university exams.
- H.P. University conducts orientation programme for the institutional members/faculty to familiarize them with the teaching learning process, and the evaluation techniques.
- Internal assessment of the students is prepared by the teachers which is made available and displayed to the students, before the submission of the list of internal assessment to the H.P. University for final incorporation in the detailed marks-sheet to ensure transparency.

**2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

- ❖ The following major evaluation reforms introduced and implemented by the College/affiliating University are:-
  - Increase of spot evaluation centres by the H. P. University.
  - Data entry of awards at the spot evaluation centres.
  - Introduction of internal assessment based on performance in house examination and attendance of the students in the classes.
  - Computerization of examination procedure, filing of examination forms and compilation of awards and results.
  - Data entry of internal assessment at college level.
  - The college ensures the effective implementation of the reforms by:-
    - (a) **Notifying the schedule of house examination in the prospectus.**
    - (b) **By maintaining proper record of classroom attendance of students by the concerned teacher.**
    - (c) **The faculty member of the college are actively involved in the process of spot evaluation.**
    - (d) **The non teaching staff is also actively involved in data entry of awards and internal assessment with in stipulated time.**
    - (e) **The college prepares and sends a soft copy and a hard copy of internal assessment and awards to examination and evaluation branch of H. P. University.**
  - Face-to-face interaction with students by the teachers formally in the

classroom as well as informally outside the classroom, and through the tutorials ensures a personal contact with the students to ensure that each student is guided and motivated.

- Finally on the academic front, the results of the examinations conducted by the University at the end of the academic sessions reflect the outcome of the efforts put in by the institution to achieve the stated objectives of the course of study curriculum.

### 2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- ❖ The institution ensures effective implementation of the evaluation reforms of the university and those initiated by the institution as under:
  - A house examination is conducted centrally by the examination committee of the college in the month of December every year. The answer books, after evaluation by the concerned teachers, are distributed to the students in the classes for self-introspection and the results of these examinations are intimated by mail to the parents.
  - The college examination committee also maintains a record of the performance of students in the house examination. The performance of students in university examination is maintained by university clerk in the college.
  - The progress of the students is regularly monitored by the concerned teachers by **taking class tests periodically.**
  - **The performances of students are also discussed with the parents during Parent-Teacher Association meetings.**
  - **The outstanding performance of students in house and university examination is also rewarded in annual prize distribution function.**

### 2.5.4 Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

- A. The HP University Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading System (CAGP) under RUSA for UG Programmes was implemented from the academic year 2013-14 and the details of the formative and summative evaluation approaches adopted to measure student achievements is as follow:-

All courses (Compulsory, Core, Elective, and GI & H courses) involve an evaluation system of that has the following two components:-

- (i) **Continuous Comprehensive Evaluation (CCE)** accounting for 50% of the final grade that a student gets in a course; and
- (ii) **End-Semester Examination (ESE)** accounting for the remaining 50% of the final grade that the student gets in a course.

(i) **Continuous Comprehensive Evaluation (CCE):** This would have the following components:

(a) **Classroom Attendance** – Each student will have to attend a minimum of 75% Lectures / Tutorials / Practicals. A student having less than 75% attendance will not be allowed to appear in the End-Semester Examination (ESE).

- Provided that those having between 74% and 65% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.

- Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate from a Government Hospital.

- Provided that exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, Sports etc.) to the extent of 25% (making the necessary attendance as 50% in these cases). However, the claim for this exemption should be supported by authenticated certificate from the concerned college authorities.

- Provided further that those getting these exemptions will not be entitled for getting the CCE marks for classroom attendance as given below.

Those having greater than 75% attendance will be awarded CCE marks as follows:-

greater than 75% but less than 80% .....	1 marks
greater than 80% but less than 85% .....	2 marks
greater than 85 but less than 90% .....	3 marks
greater than 90% but less than 95% .....	4 marks
greater than 95% .....	5 marks

(b) **Mid-Term Tests** – There will be two mid-term tests, first after 30 teaching days (5 weeks) covering the syllabus covered so far, and second after 60 teaching days (10 weeks) covering the syllabus after the first mid-term test. Each of these mid-term tests will be for 15 marks.

Question paper for the mid-term tests will be made by the teacher of the course and will be evaluated by him / her. Evaluated test booklets will be provided to the students (shown in the class) and they can be given photocopies of the same for the cost of photocopying.

(c) **Seminar / Assignment / Term Paper** – The remaining 15 marks of the CCE will be awarded on the basis of seminar / assignment / term paper etc. that the course teacher might give to the students.

(ii) **End-Semester Examination (ESE):** The remaining 50% of the final grade of the student in a course will be on the basis of an end-semester examination (ESE) that will be for three hours duration and will be covering the whole syllabus of the course.

- For the Odd Semesters the ESE will be in the month of October / November and for Even Semesters it will be in the month of April / May.
- A candidate who does not pass the examination (ESE) in any course(s) (or due to some reason is not able to appear in the ESE, other conditions being fulfilled, and so is considered as 'Fail'), shall be permitted to appear in such failed course(s) ESE in the subsequent ESE to be held in the following October / November or April / May as the case may be.
- The registration for the ESE will be done at the time of the enrolment for the course at the beginning of the semester. The fee for the ESE will also be collected at that time.
- The question paper for the ESE will be got set by the Controller of Examinations of the HPU by a panel comprising the following:
  1. Two teachers in the subject from the colleges where the subject is being taught to be drawn in turn on the basis of seniority.
  2. One teacher from the concerned teaching Department of the HPU to be nominated by the Chairperson of the said Department of the HPU.

- **The question paper for the ESE will have the following pattern:-**

**Part A (Compulsory):**

Compulsory of 18 marks consisting of 10 objective type questions (in MCQ/True False/Fill in the blanks or such type) and four short answer questions of 2 marks each covering whole of the syllabus

**Part B (UNIT I)**

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be long type

**Part C (UNIT II)**

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be long type

**Part D (UNIT III)**

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be long type

**Part E (UNIT IV)**

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be of long type.

**Total marks (A + B + C + D + E) 18 + 8 + 8 + 8 + 8 = 50 marks.**

Or

**Part A (UNIT I) (Compulsory):**

Compulsory of 18 marks consisting of 10 objective type questions (in MCQ/True False/Fill in the blanks or such type)

**Part B (UNIT II)**

Containing four short answer questions of 2 marks each covering whole of the syllabus

**Part C (UNIT III)**

Containing Three questions, each of 8 marks. Each of these questions may contain sub parts and will be long type

**Total marks (A + B + C)  $18 + 8 + 24 = 50$  marks.**

- Questions in all parts will be set in a manner as to cover the whole syllabus. Syllabus preferably should be divided into at least five units.
- The question paper cum answer books will be printed by the CoE office of the HPU and will have the required number of pages with the necessary space for answer.
- The answer books will be evaluated by the course teacher in the College. The teacher will give his / her comment on each answer.
- The photocopies of the evaluated answer books will be made available to the students for a fee (to be decided depending on the cost of reproduction per answer book) to be paid in advance.
- The students will have the right to make an appeal against any component of evaluation. Such appeal has to be made to the Principal of the College on a prescribed form and should clearly state in writing the reason(s) for the complaint / appeal.
- The appeal will be placed before the **Grievance Redressal Committee (GRC)**, Chaired by the College Principal, comprising:
  - (1) For cases pertaining to the Major subject (core or elective courses): the Head of the Department, Course Teacher, and a senior Teacher of the Department.
  - (2) For cases pertaining to the Electives of the Minor subjects: the Head of the Department (of the Major), Course Teacher, and a senior Teacher of the Department of the Minor subject.

- The Committee will consider the case and may give a personal hearing to the appellant before deciding the case. The decision of the Committee will be final.
  - The marks obtained in the CCE and the ESE will be combined and used for the deciding of the course grade that the student will be getting. Relative grading will be done by the Office of the CoE HPU for each course class in all the colleges.
- B. Before the implementation of CBCS implemented by the H P University in 2013-14 session, college is following the summative evaluation approach with the components of formative evaluation as follows:-**

- In the summative evaluation component annual examination pattern is followed and the annual examinations are held during the month of March-April every year, with an opportunity for supplementary examination during the month of September-October every year.
- In the formative evaluation component House examination held during the month of December every year, 15% of the Maximum marks in annual examination are awarded on the basis of marks secured in the House examination. 5% of the Maximum marks in annual examination are awarded on the basis of actual attendance of the student in respective classes.

**2.5.5 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

- ❖ Institution monitors the academic growth of the students through class test and House examination, and communicates the progress and performance of students through;
  - Parents Teacher's Association (PTA) meeting; which are held regularly.
  - House Examination score card is send to the parents by post immediately after the examination.
  - Parents of the students are advised at the time of admission to please feel free to meet the concerned teacher's or Principal regarding the progress of their ward.
  - The progress of the students is regularly monitored by the concerned teachers by taking class tests periodically and communicated to the students and their parents.

**2.5.6 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc.**

- ❖ Transparency in the internal assessment during weightages assigned for the overall development of students has been ensured by displaying assessment/grades awarded to them on the notice board in the month of March, before submitting it to the H. P. University and as explained in 2.5.4.

**2.5.7 Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

- Teachers use assessment and evaluation as an indicator for evaluating student performance. The institution monitors and evaluates the quality of its enrichment programmes in a number of ways. Meetings are held from time to

time, viz-a-viz staff meeting, meetings with the stakeholders i.e., the PTA etc. In the meetings held an analyses of the results of the examination and students performance, achievements of objective also throws light on whether the students are benefiting from the various enrichment programmes and if not, what more needs to be done.

**2.5.8 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?**

Number of redressal of grievances mechanisms as detailed in 2.5.4 with reference to evaluation are adopted, apart from these;

- The grievances regarding evaluation conducted by the college are entertained by the teachers concerned and if the concerned student is not satisfied by the redressal measures, a student can take the matter to the head of the department or can appeal directly to the principal. However redressal at the department level which involves discussion of grievances with the student has so far found to be adequate and satisfactory.
- The grievances of students regarding evaluation to the university examination at the college level are forwarded by the college to the controller of examination H. P. University.
- There is also a provision of re-evaluation of answer scripts if the student has grievance regarding evaluation at university level. A student can apply directly to the evaluation branch of H. P. University Shimla-5, within 21-days, after the declaration of the result.

**2.6 Student performance and Learning Outcomes**

**2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?**

- The objectives of the institution is to translate into practice the vision and mission as stated in L.I.1 so that the students become socially and economically viable and enlightened citizens ready to serve the nation and mankind.
- The vision, mission and objectives of the institution is communicated to the students, teachers, staff and other stakeholders through various means, e.g., the prospectus, P.T.A meetings, introductory classes, tutorials and through formal as well as informal interaction. The vision, mission and objectives further find their manifestation in work ethics, curricular and co-curricular activities of the college.

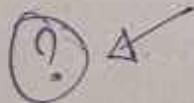
**2.6.2 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

- ❖ The teaching, learning and assessment strategies of the institution are structured mainly on three schedules of academic calendar. The regulations of each course specify the frame work of academic schedule, Syllabus supplied / prescribed by university and Evaluation.

- Based on these major provisions H.P. University with the consultation of Director Higher Education and committee of college principals, academic calendar is prepared and is strictly followed by our college, as:
- The regulations of each course (UG) specify the frame work for academic schedule. The number of teaching days, number of subjects-papers to be taught, hours of instruction per paper, practical, method of teaching learning and house examination and methods of assessment and declaration of results.
- Based on these three major provisions, as well as the steps followed for preparing an annual calendar, teaching learning and evaluation schedule is planned, organized and implemented.
- Students would come to know the academic Programmes well in time (teaching days, learning days) and also about the components of the related course which are meant for the examination purpose.
- Teachers would know the time frame for teaching –learning process and ensure the total attention for the completion of syllabus and possible revision.
- Examination authorities and examiners know the time frame for completion of the process of evaluation and results.
- Examination schedules are notified in the academic calendar.
- The examination / evaluation work of the college is looked after by H.P. University which announces its calendar of events i.e. Examination time table, evaluation days and declaration of the results.
- The systematic planning, organization and implementation of teaching-learning-evaluation is possible within the total scheme of university schedule. It is rational, realistic and scientific.

**2.6.3 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

- The institution has Career Counselling and Guidance Cell, which facilitates the placements of its outgoing students by organizing campus interviews. To make the students proactive and fully equipped with requirement of corporate houses, the institution organizes the workshops on soft skills, seminars on latest trends in industries and information regarding small scale entrepreneurship is provided from time to time by Career Counselling Cell.
- Remedial classes are held after admission to guide the admission seekers about the aptitude and options available in various competitive exams.
- To sensitize the students towards their obligations towards the society, various community oriented programmes are also taken up by the institution. Come to learn and go serve the community, this is stressed upon the students to follow. Activities like National Service Scheme camps are organized by the institution in the local areas in which the local community is also involved in activities like the sanitation and personal



hygiene drive, awareness about the various social evils like dowry, crime against women, female feticide drug abuse etc. and the need and ways to eradicate them.

- Apart from this many other activities are organized by the college. Few examples are enumerated below which were undertaken is listed below:
- **Rovers and Rangers** participated in State Level Rovers/Rangers Mood held at Rewalsar Distt. Mandi HP with effect from 15-12-2013 to 19-12-2013 in which the Rovers/Rangers of this institute has participated in discussion, debate, youth forum, culture programme, night camping, quiz, hike, tracking and blood donation camp.
- **Science club** of this college has organised a science function on dated 15-12-2014. Prof. Sh. Janak Negi Principal T.S.Negi was chief guest on this occasion. Dr. H.C. Negi Senior Faculty and President of the science club motivate the students to participate in the innovative studies. Almost all the science students have participated in various activities of the different science project.
- **Geographical society** has organised a one day workshop on HIV/AIDS with collaboration with Distt. Hospital at Reckong Peo. Dr S.S. Negi was a resource person on this occasion, who make aware the students about HIV/AIDS. Dr. H.C. Negi Senior Faculty and President of Red Ribbon Club has illustrate HIV/AIDS.

#### 2.6.4 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

- **The institution monitors and evaluates the quality of its enrichment programmes in a number of ways.** Meetings are held from time to time, viz-a-viz staff meeting, meetings with the stakeholders i.e., the PTA etc. In the meetings held an analyses of the results of the examination and students learning outcomes, also throws light on whether the students are benefiting from the various enrichment programmes and overcoming barriers of learning, and if not, what more needs to be done is discussed.

#### 2.6.5 How does the institution monitor and ensure the achievement of learning outcomes.

- ❖ The institution analyses and ensures that the stated objectives of learning outcomes are achieved in the course of implementation by various methods:
  - Feedback on achievement of learning outcomes obtained from the students, parents and other stakeholders provides an insight into the working of the institution towards the stated objectives.
  - Positive as well as negative aspects are brought in the forefront which provides an opportunity to the institution to analyse the working of the institution towards the stated objectives of the curriculum.
  - Face-to-face interaction with students by the teachers formally in the classroom as well as informally outside the classroom, and through the tutorials ensures a personal contact with the students to ensure that each student is guided and motivated.
  - Finally on the academic front, the results of the examinations conducted by the University at the end of the academic sessions reflect the outcome of

the efforts put in by the institution to achieve the stated objectives of the course of study curriculum.

**2.6.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?**

- The vision of the institution is to spearhead cutting edge education, implementation of developing technologies and inculcate moral values for the growth and development of the students. The institution aims to develop the students and impart education in such a way so as to draw out the best from the students in terms of mind, body and spirit.
- The mission of the institution is 'JNYANAM' (knowledge) inculcating awareness among students about facts, truth, laws and principles; 'vidya' (skill) inculcating development efficiency in working, to make pupils skilled in whatever they do and in what they have the potential so that they turn into self sufficient and self reliant social entities. And 'JYOTIH' (enlightenment) means inculcating moral, intellectual, social behaviour and qualities of compassion, kindness, fair-mindedness, and work culture in them.
- The graduates attributes specified by the college is communicated to the students, teachers, staff and other stakeholders through various means, e.g., the prospectus, P.T.A meetings, **introductory classes**, tutorials and through formal as well as informal interaction. The vision, mission and objectives further find their manifestation in work ethics, curricular and co-curricular activities of the college.

**Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.**

- ❖ The following significant innovations in teaching/learning/evaluation are introduced by the institution:
  - The lecture method of teaching is supplemented with other methods and techniques such as projects, presentations, discussions and educational tours.
  - College organizes seminars and workshops. Students are encouraged and motivated to participate.
  - The college has an IT lab with LCD projector, multimedia and computers for on-line learning and teaching.
  - Open discussions in the tutorial class rooms are conducted to make students confident, encouraged for team-work and to inculcate the spirit of hard work.
  - The members of the teaching faculty try to monitor the overall performance of the students through class-tests, question answer sessions and house tests etc.
  - Students' evaluation of teacher is carried out every year to improve class room teaching.
  - The provisions of internal assessment of students make evaluation more comprehensive.

- Introduction of remedial classes has benefited the students a lot.
- Decentralization of Teaching – Learning assessment at departmental level.
- Orientation programmes are conducted for the students in order to make them aware about environment and regarding activities of the college.
- Staff meetings with principal are periodically organised to ensure better academic environment and healthy working conditions.
- ③ • **Inter/intra faculty competitions are held to imbibe the sense of competition in the changing world.**
- **Subject experts are invited to deliver special and useful lecture.**

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## Criterion III

### Research, Consultancy and Extension

#### 3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

- No, the institution does not have any recognized research center of the affiliating University or any other agency.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

⑦ Yes, a Research committee consisting of following members is responsible for monitoring and to address the issues of research

Principal	Chairman
Heads of the Departments	Members
Senior most Faculty	Members

Various Recommendation and their impacts are as follows:

Recommendations	Impact
The Principal and Research Committee of the college encourage the teaching staff to apply for Minor Research Project, Major Research Project from UGC.	NA
Encouraging faculty members to apply to UGC for organizing State level or National level Seminars or conference in the college by inviting Professor Emeritus or eminent speakers.	NA
Participation of faculty members at State, national or International Seminar / Conference / Symposium for which the college Principal grants duty leave to the teachers concerned.	01

Contribution of research papers to regional, State level, national & international journals	20 research papers
Writing text books and research oriented reference books for the research scholars.	03 books published

### 3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

**Autonomy to the principal investigator**

**Timely availability or release of resources**

**Adequate infrastructure and human resources**

- The following initiative is being taken by college to facilitate smooth progress and implementation of research schemes is as follows:

Initiative	Action taken
Autonomy to the principal investigator	Yes, the principal investigator is fully autonomous to take the decision w.r.t. the concerned project and research for its smooth progress and implementation.
Timely availability or release of resources	The institution provides sanctioned grants and resources as desired by the faculty members.
Adequate infrastructure and human resources	Yes, college has sufficient infrastructure and human resources required for smooth progress and implementation of research schemes/projects ?
Time-off, reduced teaching load, special leave etc. to teachers	Faculty time table for teachers is prepared for consulting literature, special leave for participation in conference and seminars is granted by college and study leave is by Dept. of Higher Education Govt. of H.P
Support in terms of technology and information needs	Latest instruments, Internet connections are available.

Facilitate timely auditing and submission of utilization certificate to the funding authorities	Yes, audit reports of the released grants are being submitted timely to the funding authority.
Any other	For conferences, traveling, boarding and lodging and local conveyance allowances are paid as per the norms in the service manual, access to ICT, basic infrastructure like computers internet, reprographic facilities, printing and library facilities at appropriate platforms.

Time-off, reduced teaching load, special leave etc. to teachers

Support in terms of technology and information needs

Facilitate timely auditing and submission of utilization certificate to the funding authorities any other

**3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

- Student projects and seminars are strongly encouraged under the guidance of faculty members.

**3.1. 5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

NA

Name of the Dept & Name of teacher	Type of Project	Present Status & Amount sanctioned	Sponsor
Sanskrit & Dr Vivek Sharma	Minor	Proposal submitted	UGC, New Delhi

**3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

- The institution has not yet organized any workshop or seminar that focuses on the capacity building in terms of research.

**3.1.7 Provide details of prioritised research areas and the expertise available with the institution.**

- The prioritised research areas and the expertise of the faculty of the college is as follow:

Sr. No.	Name of faculty	Area for Research
1.	Dr. H C Negi	Pteridophytes and Gymnosperm
2.	Dr. Raman Kumar	Materials Sciences
3.	Dr. Geeta Negi	Migration and Population Development Economics
4.	Dr. Vivek Sharma	Philosophy, Theory and Grammar
5.	Mr. Devender Singh	Aquatic Biology, Ecology and Wild life conservation
6.	Mr. Rajeh Kumar	Fiction
7.	Mr. Gopi Negi	Inorganic Chemistry
8.	Mr. Onkar Chand	Modern History
9.	Mrs Vijaita Changkum	Financial Management
10.	Mr. Gaurav Sharma	Organisational Climate
11.	Ms Sheela Kumari	Folk Music
12.	Mr Kapoor Chand	Panchayati Raj System after the 73 <sup>rd</sup> amendment
13.	Sh Bhagwan Singh Negi	Problem of District Administration in Tribal Area
14.	Sh Dharm Kirti	Cultural Geography
15.	Shailija Thakur	Women Studies

**3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

NA

**3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

NA

**3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)**

- The consciousness about the latest research is available at the college level and the student level and faculties involvements in all activities to promote research culture. The findings of the research are presented at various level seminars, conferences by the faculty and students.

**3.2 Resource Mobilization for Research**

**3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.**

- Being a Government college, the institution does not have its own earmarked budget for research.

**3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

- Being a Government college, the institution does not provide any seed money to the faculty for research. Although the institution has provision to grant duty /study leave to faculty for participating and presenting papers at national level seminar, conferences etc. and providing TA/ DA for presenting papers at conferences/ seminars out of UGC fund.

**3.2.3 What are the financial provisions made available to support student research projects by students?**

- The college does not provide any financial assistance to students for research projects.

**3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**

- No major research is conducted jointly by different faculties.

**3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

- Although equipments have been allotted and enters in stock of different departments but they can be used by faculty members and students of other departments also. College has established an UGC resource centre funded by UGC where e Journals, Research Report, e books and Computer facility are made available to the students as well as to the faculty. College library served as a rich source of valuable books and journals to facilitate research work.



**3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

No, the institution has not received any special grants or finance from industry or other beneficiary agency for the developing research facilities.

- Internet connections are provided to UGC resource centre, career counseling cell and IT lab by utilizing the fund from UGC/AF, which help the faculty and students to access e journals. The college library will soon have the facility of INFLIBNET which will connect it to various online journals and libraries all over the world.

**3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.**

- The Principal and Research Committee of the college encourage the teaching staff to apply for Minor Research Project, Major Research Project from UGC and other agencies.

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total grant		Total grant received till date
				Sanctioned	Received	

Minor projects	2014-15	A Study of Sambandhatattva: The concept of relation in classical Indian school of philosophy and theology with special focus on consciousness and cognition	UGC	Proposal Submitted		
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### 3.3 Research Facilities

#### 3.3.1 What are the research facilities available to the students and research scholars within the campus?

Research facilities available to the students and scholars:

- Well-equipped library.
- Computers with advanced configurations.
- New books purchased utilising the equal opportunity fund under RUSA.
- Wi-Fi/Internet connections to various departments/places

#### 3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

- Institutional strategies for upgrading and creating infrastructural facilities.
  1. Computer network with internet service
  2. Up gradation of research journals in library.
  3. Up gradation of departmental laboratories

#### 3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/ facilities created during the last four years.

- No, institution has not received special grants of finances from the industry or other beneficiary agency for developing research facilities. UGC funds have been utilized for purchase of equipment and computers.

#### 3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

- Field survey and study tour to study the flora and fauna by B. Sc (Medical) students.

#### 3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

- Library/ UGC resource Centre
- Well-equipped library
- E-library / journals

**3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

NA

### 3.4 Research Publications and Awards

**3.4.1 Highlight the major research achievements of the staff and students in terms of**

**Patents obtained and filed (process and product)**

NIL

**Original research contributing to product improvement**

NIL

**Research studies or surveys benefiting the community or improving the services**

Kalpa: A Pilgrimage Village with Confluence of Religions and with sites of Cultural Heritage by Dr Vivek Sharma.

**Research inputs contributing to new initiatives and social development**

NA

**3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**

NA

**3.4.3 Give details of publications by the faculty and students:**

- The faculty of the college is actively involved in research and 20 number of research papers are published in national/ international/peer reviewed journals. The detail is as follow:

Sr. No.	Title of Research Papers, Author, Journal, Vol. (issue), (Year), Page No.
1	Dielectric Relaxation Studies of Binary Mixtures of N-Methylacetamide and Acetonitrile in Benzene Solutions Using Microwave Absorption Studies, Raman Kumar and V. S. Rangra, Z. Phys. Chem. 219 (2005) 169-180.
2	Dielectric Relaxation of Mixtures of N-Methylacetamide and N,N-Dimethylformamide Solved in Benzene Using Microwave Absorption Data, Raman Kumar, V. S. Rangra, D. R. Sharma, N. Thakur, and N. S. Negi, Z. Naturforsch. 61a, 197 - 204 (2006).
3	Dielectric Relaxation of Binary Mixtures of N-Methylacetamide and Methonal in Benzene solution Using Microwave Absorption Data, Raman Kumar, V. S. Rangra and D. R. Sharma, Int. J. Chem. Sci,4(3),2006,

	591-597.
4	Dielectric Relaxation Studies of Mixtures of <i>N</i> -Methylacetamide and Ethanol in Benzene Solutions Using Microwave Absorption Technique, Raman Kumar, Vir Singh Rangra, Dhani Ram Sharma, Nagesh Thakur, and Nainjeet Singh Negi, <i>Z. Naturforsch.</i> 62a, 213 – 217 (2007)
5	Dielectric Relaxation of Binary Mixtures of <i>N</i> -Methylacetamide and <i>N</i> -Methylformide in Benzene solution Using Microwave Absorption Data, Raman Kumar, V. S. Rangra, D. R. Sharma N. Thakur and N S Negi, <i>Physics and Chemistry of Liquids</i> , 45, 2007, 631-639
6	Dielectric Relaxation studies of Binary Mixtures of <i>N</i> -Methylacetamide and <i>N,N</i> -dimethylacetamide in Benzene solution Using Microwave Absorption Data, Raman Kumar, V. S. Rangra, D. R. Sharma N. Thakur and N S Negi, <i>Indian J Pure &amp; App Phys</i> , 45, 2007, 759-763
7	Dielectric Relaxation studies of Binary Mixtures of tetrahydrofuran and <i>N</i> -methylacetamide in Benzene solution Using Microwave Absorption Data, Raman Kumar, Vinod Sharma and V. S. Rangra, <i>Indian J Pure &amp; App Phys</i> , 48, 2010, 415-419.
8	Dielectric Relaxation of Tetrahydrofuran in Benzene solution from Microwave Absorption studies, Raman Kumar, Vinod Sharma and V. S. Rangra, <i>Int. J Chem. Sci.</i> , 8, 2010, 828-834.
9	Dielectric Relaxation studies of Binary Mixtures of tetrahydrofuran and <i>N</i> -methylformamide in Benzene solution Using Microwave Absorption Data, Raman Kumar, Raman Kumar and V. S. Rangra, <i>Z. Naturforsch.</i> 65a, 141-144 (2010)
10	Dielectric Relaxation studies of Binary Mixtures of tetrahydrofuran and <i>N,N</i> -dimethylacetamide in Benzene solution Using Microwave Absorption Data, Raman Kumar, Raman Kumar Chaudhary and V. S. Rangra, <i>Indian J Pure &amp; App Phys</i> , 49, 2011, 42-46.
11	Molecular Association between of <i>N</i> -Methylacetamide and DMSO Using Dielectric Relaxation Measurements in the Microwave region, Raman Kumar, Raman Kumar and V. S. Rangra, <i>AIP Conf. Proc.</i> 1349, 517-518, 2011.
12	Dielectric Relaxation studies of Binary Mixtures of tetrahydrofuran and <i>N,N</i> -dimethylformamide in Benzene solution Using Microwave Absorption Data, Raman Kumar, Raman Kumar Chaudhary and V. S. Rangra, <i>Indian J Phys</i> , 86, 2012, 635-640.
13	Saktatantra me parasakti ka kali svarupa, <i>PURVA MIMAANSAQ</i> , Vivek Sharma, Vol 3(2), sept 2012, 99-115.
14	Pteridophyte flora of kinnaur HP Part-I-A general account of Kinnaur District and eight species belonging to suborder Pteridineac of order Pteridales, M K Seth, Amit Seth and H C Negi, <i>Indian Fern Journal</i> , 21 (2004) 45-62.
15	Pteridophyte flora of kinnaur HP Part-II-common pteridophytes belonging to families, Hypodematiaceal, Attryeiaceal, Dryopteridaceae, Selaginella ceae & Equisetaceae, M K Seth, Amit Seth and H C Negi, <i>Indian Fern Journal</i> , 21 (2004) 63-80.
16	Pteridophyte flora of kinnaur HP Part-III-Nine common pteridophytes belonging to families, Dennstaedtiaceal, Thelyptendiance & Aspleniaceae, M

	K Seth, Amit Seth and H C Negi, <i>Phytotaxonomy</i> , 04 (2004) 25-35.
17	SEM studies on the morphological adaptations of Trichoptera and Ephemeroptera of a western Himalayan hill stream, Jindal.R, Singh.D, Sharma.C, <i>International Journal of Environmental Sciences</i> , Vol. 2 (4), 2012
18	Ecological Studies on Coleopterans with Special Reference to Their Morphological Adaptations of a Western Himalayan Hill Stream, R. Jindal and D. Singh, <i>ASIAN J.EXP .BIOL.SCI.</i> , 3(4) 2012: 740-746.
19	Biodiversity of seer stream (District Bilaspur, H.P.) in relation to hydrobiological factors, R. Jindal and D. Singh, <i>Eco. Env. &amp; Cons.</i> 19 (2) : 2013: 245-249.
20	Water Analysis of Kunah Stream in Relation to Biodiversity Distt. Hamirpur, (HP), R. Jindal and D. Singh, <i>ASIAN J.EXP .BIOL.SCI.</i> , 4(3) 2013: 461-464

**Number of Books Published/ Authored by the Faculty:**

Name of the faculty	Name of the Teacher	Subject	No of Books published
Science	Sh. Devender Singh	Zoology	1
Arts	Dr. Vivek Sharma	Sanskrit	2

**Faculty wise Publications:**

Name of the faculty	Name of the lecturer	Subject	No of Publications
Science	Dr. H C Negi	Botany	03
	Dr. Raman Kumar	Physics	12
	Sh. Devender Singh	Zoology	04
Arts	Dr. Vivek Sharma	Sanskrit	01
Commerce	Nil		

**3.4.4 Provide details (if any) of**

**Research awards received by the faculty**

**Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

**Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

NA

**3.5 Consultancy**

**3.5.1 Give details of the systems and strategies for establishing institute-industry interface?**

- Placement/Career and counselling cell of the college makes efforts to establish linkage between industry and institute.

**3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

- Since the institution is a Government College, the publicity for consultancy services cannot be made separately however the consultancy services are provided with the direction of Directorate of Higher Education and Personal initiatives of an individual.

**3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

- Our College infrastructure & manpower is utilized in IGNOU as well as for conducting state/centre entrance examination.
- The college administration wholeheartedly appreciates and encourages staff with expertise to take up consultancy services to share our knowledge & it is mostly free of cost.

**3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

- Consultancy services are taken up maximum on honorary basis. The consultancy services are as follows

Sr. No	Consultancy Service	Agency	Beneficiary	Remarks
1.	As a Member of Interview Board	Principal & all faculty members	Himachal Pradesh public service commission and subordinate selection board.	As and when deputed by the Directorate of Higher Education and the said agency.
2.	Career guidance	All faculty members	All students	Academic and professional
3.	Research and Development	Faculty members with Ph. D	Research scholars	Supervisors appointed by various universities.
4.	Income tax.	Commerce faculty	All staff members. Retirees and income tax payee in general	'TRP' at Free of cost.
5.	Social, cultural & environmental awareness for eradication of various social evils.	Staff members.	Public at large students in general	Disseminate the information (HIV/AIDS/Drug addiction etc.) through various student clubs

				to reach rural area.
6.	Social services.	Staff members	Public at Large	---

**3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

- The services provided by the members of staff are free of cost/honorary for the social cause of the masses hence no revenue is generated to the institution.

### **3.6 Extension Activities and Institutional Social Responsibility (ISR)**

**3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

- Students and teachers of this college actively participate in extension activities. Extension activities are widely publicized through college prospectus, notices and circulars, classrooms instructions as well as personal interactions. The lectures on extension activities are delivered by the specialized persons in their fields at the beginning of the academic session to promote/ introduce such activities and to meet out the queries if any, of the aspirants and volunteers. The college has NSS unit, The NSS unit of the college has rendered commendable services to the community. One unit each of Rovers and Rangers, Red Ribbon Club. A wide range of activities like community development, social work, health and hygiene, blood donation, campus cleaning and beautification, AIDS awareness and gender sensitisation etc. are regularly conducted by the college. The college organizes lectures, competitions, etc. to promote extension activities. Faculty members volunteer to be in charge of these activities and are actively involved in mobilizing the students for participation in these activities.

#### **ROVERS AND RANGERS**

- State level Rovers and Rangers PRAVESH camp in July 2012 at Tara Devi, Shimla HP.
- State level Rovers and Rangers moot in December 2013 at Rewalsar, Mandi, HP.
- State level Rovers and Rangers tracking camp in July 2015 at Shimla HP.
- The college takes due interest in promoting extension activities NSS, NGO and outreach functional committee.

**3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

- To track student's involvement and various social movements, the hours of service put in by students is recognized for their assessment, provided certificates & awards. The responsibility of extension activities are entrusted to one of the faculty who is in charge of NSS, Rover and Rangers & Clubs.

**3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

- The state government is solicit stakeholder of the institution. So the Govt. has its own ways to judge the overall performance and quality of the institution through Director of higher education.

**3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.**

Every academic year the list of extension and outreach programmes are planned and executed. The budgetary details are given below.

- The college is organizing their outreach activities which relates the adventure community services, social and cultural and academic importance and nation building with the healthy society in contributing to the nations development also citizens responsibility.
- There are organizations for the outreach programs with the NGOs, our NSS unit conducts several campus with the sister concern in improving community needs.
- We organize tourism awareness, health awareness, tree plantation, blood donations, yoga meditation etc. These programs help our students to enrich their body and mind, inculcate the spirit of service towards society.
- With these programmes the students gets actively involved in social responsibilities and develops the skills of event management, team spirit and charity.
- Under Equity Initiative Cell of RUSA college is organising different activities such as
  - Gender Sensitisation Programme
  - Innovative Initiative Programme
  - Remedial Classes SC, ST, OBC & Minority
  - Equal Opportunity Programme for SC, ST, OBC & Minority
  - Scholarship Scheme

Table shows the budgetary allowance as given below:

YEAR	NSS	AIDS Awareness	Equity Initiative under RUSA
2010-11	36000	-	-
2011-12	36000	-	-
2012-13	40000	-	-
2013-14	40000	-	-
2014-15	40000	2500/-	1,50,000/-

**3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

- The college undertakes widespread cross-curricular enrichment activities and other forms of community developmental activities through NSS, Eco-club, NGOs. During admission and orientation, the representatives of these units appraise students on the benefits and scope of extension activities. The NSS community oriented activities have created general awareness on AIDS, road traffic, anti dowry, anti corruption, anti-tobacco, health and hygiene, environmental protection. The teaching and training provided by the college faculties have played a key role in benefiting the local communities. The activities carried out in association with NGOs, and other organizations have helped the community.

**3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

NA

**3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

- With these extension activities, the students learn the values of social justice, equality and right of speech for anti-social acts.
- They become humble, hard working, learn the habit of team work and develop patience, moral values etc. Which produce positive impact on academic learning.
- Apart from academic knowledge they get to learn the values of life, moral duties towards mankind and significance of various days observed worldwide.

**3.6.8** How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

- For the social participation and physical development of the student along with academics there are NSS units working in the institution. The NSS unit organizes a special ten/seven day's annual camp during winter break besides 120 hours of activities during each academic session. During these activities they work together as a team and learn the leadership qualities, sharing opportunities in camps at state and national level. Rovers and Rangers learn the concepts of disaster management by attending the national camp (Jamboree) at various places. Red Ribbon club mobilizes programmers on AIDS awareness through surveys, exhibitions, nuked natak, Blood donation camps are also organized in the college campus. Daily activities of NSS and NCC are organized after the regular hours. Whenever the students have to participate in extension activities outside there is a provision of duty leave for the purpose of attendance as well as special chance for appearing in house exams if required. Some of the outreach programmers undertaken by the college annually are:
- Celebration of the world environment day. (7)
- Awareness programme on AIDS, in collaboration with health department of Government of Himachal Pradesh.
- Seven days NSS camp.
- Poster making, Slogan writing, declamation competition among students National Science Day. (7)
- Plantation of trees.
- Anti smoking day, drug de-addiction day, and world health day, AIDS day, population awareness day, women empowerment day etc.
- Blood donation and blood grouping.
- A ready reckoner of the volunteer blood donors is available in the college.
- AIDS awareness programmes.
- Environmental awareness programmes.
- National Integration and communal harmony programmes. (7)
- Literacy Programmes. (7)
- Awareness programmes on sanitation. (7)
- A forestation drives.
- Public utility construction works. (7)
- Anemia eradication drive through Hb testing.
- Women empowerment lectures organized by the NSS unit.
- The college also observes anti smoking day, drug de-addiction day, and World Health. (7)
- AIDS, population awareness day etc. for the benefit of community. The institution involves the community in its extension activities by taking assistance and winning the confidence of village pradhans, Mahila mandals, NGOs for community development program. The students motivate and mobilize community to come forward with funds and assistance in the time of crises. Thus the institution networking is strengthened. (7)

- The annual ten-day camp of the NSS units of the college is usually held in villages where the students take part in community development activities like laying new roads, constructing new buildings etc. Some of the students are engaged in literacy programmes both in governmental and non-governmental organizations

**3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.**

NA

**3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.**

NA

### **3.7 Collaboration**

**3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

- As such there have not been any instances of official collaboration with other research laboratories, institutes and industry specifically for research activities. However there have been several instances where the experts of these institutes have extended their expertise in terms of symposium, seminar, guest lectures, trainings etc which benefited largely to our students and faculties in consolidating their research aptitude.

**3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

- NA

**3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.**

- Industry, Banks and Societies usually make contribution to organise state/national level activities.
- Parent teacher association has vital role to play in student education. It has major contribution in recruitment of staff on temporary basis.

**3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

NA

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

NA

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The IQAC & research committee member plans yearly for linkages & collaboration which are fruitful for the institution & the students. Requirement of institution are discussed in the meetings and therefore in charge implements the activities required for collaborations.

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## CRITERION IV

### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 Physical Facilities

##### 4.1.1 What is the policy of the institution for creation and enhancement of Infrastructure that facilitate effective teaching and learning?

- The policy regarding creation and enhancement of infrastructure in the institute is to provide state of the art facilities necessary to make teaching and learning process effective. Therefore, attention is paid to design and deploy concrete plans to develop cost effective and sustainable infrastructure to students and college staff. The following initiatives have been taken to meet the growing needs of the college in view of the expanding new age programmes and changing pedagogical skills to the present context:
- Spacious and well ventilated class rooms /smart classroom, sports room, IGNOU, faculty room in science departments, staff room, Sick and retiring room, IT Lab with internet connectivity having Broad band. There is well equipped laboratories for Physics (01), Chemistry (01), Botany (01), Zoology (01) and Geography(01), Library with reading room.

##### **The Planning Process:**

- Development and extension of playground, establishment of smart class rooms, purchase of computers to access internet facilities for students of the college, Construction auditorium, construction of Library Block, common room for Girls and faculty room for all faculties, is proposed.
- Consequent upon the implementation of RUSA and Choice Based Credit System(CBCS) from the academic session 2013-14, need for more classrooms, laboratories for all science subjects, computer lab and relevant infrastructure, has aroused

##### 4.1.2. Write in detail about the facilities available for:

- ❖ **Curricular and co-curricular activities:** There are arts, science and Commerce departments and IT Computer lab, Geography lab, one Smart class room.
- ❖ **Extra-curricular activities-**
- **Sports-**
- The college has a ground with the facility of outdoor games like volley ball, Kabaddi, etc.
- The Government of Himachal Pradesh has made budgetary provision through ITDP (Integrated Tribal Development Programme) of Rs 15 Lakh for extension and development of a ground of the college.

- There is also development of Basketball Court for which amount of Rs. 13 lakh is sanctioned from LADA (Local Area Development Authority).
- **Cultural Activities-** College has open air space for conducting all types of functions. In Kinnaur Mahostav students of the college are participating on regular bases.
- **Public speaking-**The College has a PA system employed whenever necessary. All public/media reports are the prerogative of the Principal of the college.
- **Communication skills development:** Communication skill development activities are organized regularly in the college under the auspices of different subject societies, NSS and career counselling and guidance cell. In addition to these add on courses are also introduced in the college.
- **Health and hygiene:** A sick room is established in the college to meet any exigency and services of Ambulance 108 are utilized.

**4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed /augmented and the amount spent during the last four years (Enclose the Master plan of the institution/ Campus and indicate the existing physical infrastructure and the future planned expansions if any).**

- The time table is a planned document of the college and is framed in a manner which ensures the optimal use of existing infrastructure. The time table is spread from 10.00 am to 5.00 pm in such a way that complete infrastructure i.e. labs, lecture rooms, music room, library and play grounds remain occupied to the maximum without creating any unnecessary crowd at a particular period of time. In this direction a lot of work has been done to strengthen the infrastructure and enhance the overall competence of the institution in general and the staff and students in particular.
- In order to keep pace with the acquisition of latest scientific skills, all the laboratories have been optimally upgraded.
- For providing better facilities in sports, the need based equipments have been purchased by institution.
- In order to equip the students with the latest IT skills, a computer lab has been established in the college.
- To cope with changes in the technological environment the college purchased two Xerox cum fax cum scanning machine and update of computer was made by purchasing latest computers and installing new software.
- To increase the computer literacy in the institution the central computer lab was established.
- As per the requirement and on the recommendations of faculty members new books are purchased as and when required in order to cope up to the need of RUSA.
- **Book Bank is there in library to help the poor students.**
- **The library has been computerized by installing one computer and efforts are being made to link library with the worldwide network.**

- To ensure the regular water supply in the college premises a water tank has been installed.
- Keeping in view the seasonal variation the facility of purified water by installations of aqua guards in college premises is in process.
- **Master plan of the institution/ Campus and the existing physical infrastructure and the future planned expansions.**
- The college has office of Principal and Superintendent. Office and a fee room having one counters. The old building which houses library, computer application department, central computer lab, one music room, , one Geography Lab, Sick room, Staff room attached with toilets, and toilets for students at each floor. The Science department has botany lab and zoology lab on 1<sup>st</sup> floor, IT lab, Physics lab and Geography Lab on the 2<sup>nd</sup> floor and Chemistry Lab on the top floor.

#### **Future Plans:**

- Development and extension of playground, establishment of smart class rooms, purchase of computers to access internet facilities for students of the college. Construction of hostel and auditorium facilities construction of Library Block, common room for Girls and faculty room for all faculties, is in process.

#### **4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?**

- (?) {
- The college provides all necessary facilities to the physical disable students. They are given proper care and attention. The college is open to make need based arrangement as and when required to take care of such students.

#### **4.1.5 Give details on the residential facility and various provisions available within them:**

- **Hostel facility-accommodation available:** There is one girl hostel with residence facility for warden.
- **Computer facility –** An IT lab with an access to broadband internet connectivity.
- **Facility for medical emergencies-** A sick room is established in the college to meet any exigency and services of Ambulance 108 are utilized.
- **Library facility in the hostels--** Nil
- **Internet and Wi-Fi facility—** IT lab. has broadband internet connectivity.
- **Safe drinking water-** Three Aqua guard along with water cooler storage for the student and one aqua guard in staffroom for staff is in process of installation. Water filter is there in staff room.

#### **4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?**

- workshop for firstaid?*
- **First aid committee** has been constituted in the college which provide first aid and make provision for health care at local community health centre.
  - A sick room is established in the college to meet any emergency and a service of Ambulance 108 is utilized.

4.1.7 Give Details of the common facilities available on the campus-spaces for special units like IQAC, Grievance Redressal unit, Women's cell, Counselling and Career Guidance, Placement unit, Health Centre, Canteen, Recreational Spaces for Staff and Students, Safe drinking water facility, Auditorium etc.

- ❖ The details of the facilities provided for special units are tabulated as shown below:

- ① • **IQAC** – Adequately furnished Office, computing facilities with printers and scanners is provided.
- ① • **Grievance Redressal unit**- Grievance Redressal unit is constituted in the college which is provided with grievance/complaint box.
- **Women's anti harassment cell**- The College has constituted women's anti harassment cell. Mrs Balam Negi is incharge of this cell.
- ① • **Career Guidance and Placement Cell**— Provided with adequately furnished Office and computing facilities.
- **Health Centre**- A sick room is established in the college to meet any exigency and services of Ambulance 108 are utilized.
- Internet facility is also available in the college.
- **Safe drinking water facility**- Three Aqua guard along with water cooler storage for the student and one aqua guard in staffroom for staff is installed.
- **Auditorium** – Construction of new Auditorium for college is under process.

## 4.2 Library as a Learning Resource

4.2.1 Does the library have an **Advisory Committee**? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

- No

4.2.2 Provide details of the following:

- Total area of the library: 16X12 Sqm
- Total seating capacity: 50
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation): 6 hours except vacation
- Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources) : No

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- ❖ The Principal of the college circulates a notice and requisitions for books are invited from all faculty members. Faculty members are asked to submit the

lists of books, magazines and journals to be purchased with reference to syllabi, curriculum and current needs of the students. The lists are forwarded to the librarian. The librarian compiles the list and gets approval from the Principal, who in turn sends the order to the publishers and book sellers. Whenever any book fair is held, the college also makes necessary arrangements for the purchasing of the books. Book catalogs are invited from different book suppliers.

Library holdings	Year-1 (2011-12)		Year-2 (2012-13)		Year-3 (2013-14)		Year-4 (2014-15)	
	No.	Total Cost (in Rs)	No.	Total Cost (In Rs.)	No.	Total Cost (In Rs.)	No.	Total Cost (In Rs.)
Text books	nil	nil	nil	nil	nil	nil	246 106	45001/- 17460/-
Reference Books					nil	nil	nil	nil
Journals/ Periodicals						nil	nil	nil

#### 4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPAC: No
- Electronic Resource Management package for e-journals: No
- Federated searching too is to search articles in multiple databases: No
- Library Website: College has its own website, which also host the necessary library informations.
- In-house/remote access to e-publications: No
- Library automation: No
- Total number of computers for public access : 01
- Total numbers of printers for public access: 01
- Internet band width/ speed  2mbps  10 mbps  1 gb (GB) ?
- Institutional Repository : No
- Content management system for e-learning: No
- Participation in Resource sharing networks/consortia (like Infflibnet): Yes

**4.2.5 Provide details on the following items:**

- Average number of walk-ins - 300
- Average number of books issued/returned -- 30 issued/30 returned.
- Ratio of library books to students enrolled – 12396:300
- Average number of books added during last three years- 120
- Average number of login to OPAC –N. A.
- Average number of login to e-resources-NA
- Average number of e-resources downloaded/printed-NA
- Number of information literacy trainings organized-PPT-02 July and September- Nil

**4.2.6 Give details of the specialized services provided by the library**

- Manuscripts/Books : No
- Reference : 293
- Reprography- Photocopying, Computer printouts - Yes
- ILL (Inter Library Loan Service)-NA
- Information deployment and notification (Information Deployment and Notification) NA
- Download-Data NA
- Printing- Data NA
- Reading list/ Bibliography compilation- yes
- In-house/remote access to e-resources-yes
- User Orientation and awareness- Through Personal ID provided by N-List
- Assistance in searching Databases- INFLIBNET/IUC facilities: Faculty make use of INFLIBNET for resource network sharing

**4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.**

All the requisite support facilities to the students and teachers are available in the college library. Some of them are as below:

- Computers.
- Magazines, Newspaper unit.
- Reading Hall facility.
- Notice Board.

**4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.**

- No

(?)

**4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)**

- At present we don't have specific feedback system meant for library. However departmental heads collect the information from the students and provide this to the library committee.

### 4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system)

Sr. no.	Number of Computers	Configuration
1	IT LAB-I (24)	
	H.C.L(05)	Processor :Intel( R) Core(TM) i3- 500 CPU @3.20GHz RAM-2.00GB HARD DISK:500GB System type:32 bit OS
	HCL(07)	Processor :Intel( R) Pentium(R) DUAL CPU E2200@ 2.20 GHz RAM-1.00GB System type:32 bit OS
	DELL(10)	Processor :Intel ( R ) Pentium(R) 4 CPU 3.00GHz RAM:504 MB System Type: Window XP professional V 2003
	COMPAQ (02)	Processor: Intel Pentium III 930MHz RAM:512MB
2	IT LAB-II (23)	+
	HLP(16)	Processor :Intel( R) Core(TM) i5- 2400 CPU

		<u>@3.10GHz</u> RAM-4.00GB(2.91GB usable) HARD DISK:500GB System type:32 bit OS
	H.P(01)	Processor :Intel( R) Core(T M) <u>i3- 4160 CPU</u> <u>@3.60GHz</u> RAM-2.00GB HARD DISK:500GB System type:64 bit OS
	HCL(01) Installed under RUSA scheme	Processor :Intel( R) Core(T M) <u>i3-</u> <u>CPU550@3.20GHz</u> RAM-2.00GB HARD DISK:500GB System type:32 bit OS
	H.P(05) Installed under RUSA scheme	Processor :Intel( R) Pentium( R) <u>CPUI2900</u> <u>@2.41GHz</u> RAM-2.00GB HARD DISK:500GB System type:64 bit OS

- Computer-student ratio:1:2
- Stand alone facility ?
- LAN facility:yes
- Licensed software
- Number of nodes/ computers with Internet facility

Sr. no	Name of the Departments	No. of computers with Internet facility
1	Principal office	01
2	Administrative office	02
3	Department of Botany	01

4	Department of Physics	01
5	Department of Chemistry	01
6	Department of Zoology	01
7	Department of Geography	01
8	Department of Physical Education	01
9	I.T LAB-I	23 with VPN
10	I.T LAB-II	21 with VPN

- Any other
  - Principal offices, Administrative office, Science department, Library, Career Counselling Cell are well equipped with I.T facility.
  - In UGC Networking Centre there is 01 computer, 01 computer in Career Counselling Cell and 01 computer in Remedial Coaching Cell.
  - One OHP in I.T Lab-I, one Interactive Board With Projector in I.T Lab-II.
  - There is one Smart Class Room equipped with ICT Tools.
  - All the Departments have been provided with Computer facilities.

Sr. no	Name of the Departments	No. of computers
1	Department of Botany	01
2	Department of Chemistry	01
3	Department of Physics	07
4	Department of Zoology	01
5	Department of Geography	01
6	Department of Physical Education	01

#### 4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- The Principal's Office
- Administrative office
- A computer has been installed in the staff room with VPN connectivity.

- Two computer is connected with VPN in I.T Lab-I and I.T Lab –II.
- This facility is located at a central place and is accessible to all the departments and is opened from 10 AM. To 5:00 PM. on all working days.
- All the terminals have the facility of internet.
- Seminars and presentations are organized frequently
- A computer has been installed in the staff room .

**4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

- Institution is buy a generator to supplement the electricity supply.
- A smart classroom has been established to enhance the computer aided teaching-learning process. Further college is planning to establish one more such classroom to facilitate the extensive use of ICT resources by the staff and students.
- College is planning to purchase computers for all labs to carry out practicals.

**4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)**

Date & Session	No. of Computers	Total Expenditure
24-June-2011	08	2,66,400/
27-Sept-2012	18	7,15,230/
27-Sept-2012	01	39,735/
27-Sept-2012	04	1,58,940/
13-Dec-2012	03	1,19,205/
02-Jan-2015	12	47,7600/

Date & Session	Detail of Equipment for Smart Class Room	Qty.	Total Expenditu re
20-June-2012	Poly-vision	01	75,375/

	Interactive Board		
20-June-2012	Sony LCD Projector with Accessories	01	55,687.50/
20-June-2012	Lumens Digital Visualizer	01	82,125/

Date & Session	Detail of Equipment for I.T LAB-2	Qty.	Total Expenditure
15-Dec-2014	Interactive Projector	02	3,15,000/
15-Dec-2014	Interactive Board	01	63,000/
15-Dec-2014	Projector	01	30,937/
15-Dec-2014	Interactive Panel	01	47,250/
15-Dec-2014	Visualizer	01	50,625/
15-Dec-2014	Celling Mount Kit	01	6,300/

Date & Session	Detail of Equipment	Qty.	Total Expenditure
24-01-2015	Digital language lab software -licensed version	01	2,94,000/-

**4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

- Computers are used as the medium of instructions for the students by the faculty members through the Power point presentations, lesson planning and self learning materials.
- By making provisions in the time table to use ICT smart class.
- ICT tools are being used by faculty of sciences and B.C.A as their teaching aids, especially for giving demos of 3D diagrams by the faculty of science, some of the humanities and B.C.A departments.
- Students also prepare their presentations with the help of ICT tools.

- Printers are provided to take out the prints of learning materials.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching – learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- ICT smart class provided by the college facilitates the teachers to carry out computer aided teaching, to encourage the students to prepare presentations on different topics related to their subject to have a better understanding of the concepts.
- ICT tools in the form of projectors, printers; flash drives etc are being used by faculty as well as students to enhance their knowledge.
- Seminars are conducted where the students carry out presentations using ICT by preparing slides.
- Important information, subject material, application forms can be downloaded using internet.
- Students are guided for on line form filling and other on line services.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

- Yes, the institution avail the connectivity directly through National Knowledge Connectivity. There are 05 connections in which the institutions is sharing 25%, while the 75% is sharing by the Govt. of Himachal Pradesh.

#### 4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

- The year-wise budget allocated during the last four years is as follows:

a.	Building	971287/-
b.	Furniture	5901/-
c.	Equipment	3325/-
d.	Computers	-
e.	Vehicles	-
f.	Maintenance	-

**4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

The college has a well developed system which takes care of maintenance and upkeep of the infrastructure facilities and equipments. Being a government institution, the maintenance and improvement of infrastructure is undertaken with the help of HP, PWD. College development committee prepares the proposal and estimated cost of the planned construction project and submits it to the head of the institution. An effective monitoring system through various committees ensures the optimal use of budget allocated. The college has appointed house-keeping /technical staff / for day to day upkeep and maintenance of premises from parents teacher association which maintains electrical and water system in the campus. Moreover, college has installed CCTV cameras in the campus.

**4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?**

Annual maintenance and repair of the equipment/instrument is taken care of by the college in a systematic manner. Physical stock verification is conducted annually and the outdated material is disposed off by following the procedure in the presence of the Principal and staff. The laboratory equipments are maintained through college development fund.

**4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

- All the laboratories, college office, library and computer labs are provided with UPS system to check voltage fluctuation and power failures. Moreover the college has regular power supply. There is constant water supply to all the buildings. The regular supply of water is providing the IPH department of Government of Himachal Pradesh.

**Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.**

- ❖ The college premises are also utilized for the conduct of public and other competitive examinations by the HPSSSB, HP govt/ private agencies.

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## Criteria V

### Students Supports and Progression

**5.1.1 Does the institution publish its updated prospectus /hand book annually? If “YES” what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

❖ The prospectus/Hand Book of the college is prepared for UG and BCA/PGDCA separately, updated every year and issued to the each of the applicants along with the application forms. It contains the vision, mission, details of courses offered, eligibility, and facilities available in the college which help the students to choose the desired course in this college. It is revised every year and it contains all the information required for the students. It includes:

- Brief history of the College, Vision and Mission of the college,
- Programmes of Study and Curriculum
- Faculty, Departments and Staff
- Seats and Reservations, Admission Rules, Criteria, Fee, Attendance, Academic Life
- Scholarships, Awards, Financial Assistance
- Co-curricular Activities, Career Guidance, Extra-curricular Activities
- Infrastructure and Facilities, Labs, Libraries, Other Learning Resources,
- Academic Calendar with Examination Schedules, Specimen copies of
- Forms and Applications
- Essential University Information and committees functioning in the College

**5.1.2 Specify the type number and amount of institutional ensure scholarships /free ships/given to students during the last four years and whether the financial aid was available aid was available and disbursed on time?**

❖ T.S. Negi Govt. College Reckong Peo ensures the distribution of various kinds of scholarships /concessions to student. The Scholarship Committee of the college ensures that the scholarships are disbursed without delay. Govt. of Himachal Pradesh/H P University gives the financial aid to the IRDP/OBC/SC/ST categories and following is the details of scholarships awarded by various agencies during the last five years.

## Year 2010-2011

S. No	Category	Number	Total financial and each line
1	IR.D.P	01	1,200
2	OBC	--	--
3	SC	06	27,150
4	ST	55	1,85,555
	Total	62	2,13,905

## Year 2011-12

S.No	Category	Number	Total financial and each line
1	IR.D.P	01	1,200
2	OBC	--	--
3	SC	12	49,112
4	ST	58	2,38,844
	Total	71	2,89,156

## Year 2012-13

S.No	Category	Number	Total financial and each line
1	IR.D.P	1	1,200
2	OBC	--	--
3	SC	05	25,280
4	ST	44	1,78,124
	Total	50	2,04,604

## Year 2013-14

S.No	Category	Number	Total financial and each line
1	I.R.D.P	--	--
2	OBC	01	3,167
3	SC	06	25,212
4	ST	108	5,73,576
	Total	115	6,01,955

## Year 2014-15

S.No	Category	Number	Total financial and each line
1	I.R.D.P	02	2,400
2	OBC	--	--
3	SC	12	60,204
4	ST	171	9,82,082
5	Kalpana Chawala	02	30,000
	Total	187	10,74,686

**5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?**

- ❖ 27.51% of the students receive the financial assistance from the state government.

*No answer.*  
**5.1.4 What are the specific supports services /facilities available for:**

1. Students from SC/ST.OBC and economically weaker section
2. Students with physical disability. — (?)
3. Overseas students — (?)

4. Students to participate in various competition /National and International. — (?)
5. Medical assistance to students' health centre .health insurance etc. — (?)
6. Organizing coaching classes for competitive exams. — (?)
7. Skill development (spoken English, computer, literacy etc) — (?)
8. Support for "Slow learners" — (?)
9. Exposures of students to other institution of higher learning/corporate/business house etc. — (?)
10. Publication of student's Magazines.

- A large number of scholarships are awarded to the students of deprived community i.e. SC/ST /OBC and economically weaker section as shown in answer.
- All the female students of the college are exempted from paying the tuitions fees@600 per/student per annum. At present, there is no specific support services /facilities available for the physically disable students .However books are provided to such students through book bank.
- Sports prizes are awarded to the students who achieved distinction at annual athletic meet of intra college, Inter-college Championships, inter University / national level of sports tournament. All the sports articles are also provided free of cost during the training to all the sports persons. In addition to this, college provides travelling facility to sports persons when numbers of sports, cultural Troops represent at inter college from the Amalgamated fund.
- In the sick room, medical assistance is given to sick person and after that ailing person is sent to hospital.
- Remedial classes are held after admission to guide the admission seekers about the aptitude and option available in various competitive examinations.
- The teaching faculty of the college provides excellent necessary inputs wherever required by taking remedial classes for competitive examination.
- Himachal Pradesh University has designed syllabi of commerce and science students in such a manner that it incorporates knowledge of computer skills in the concerned subjects .This College provides specialized computer training to students through the courses like BCA and PGDCA .The students of both science and commerce can also opt for computer application as one of the elective subject.
- Remedial classes are conducted for slow learners .These classes help them to understand their subjects and basic knowledge of the subject is also given by the teachers.
- The students also have the opportunity to publish in "Shatudri", the annual college magazine, where articles are invited from the students to be published in the magazine. As the magazine is divided into different sections, like English, Hindi, Pahari, Sanskrit and science sections.

**5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the effort.**

- ❖ One day workshop was organised on "Equal Opportunity for ST/SC/OBC" under equal initiative scheme of UGC on dated 16-12-2014. Dr. Jagat Singh Negi BDO (BLOCK DEVELOPMENT OFFICER) Kalpa at Reckong Peo was resource person on this occasion. The students of various stream and teachers from various faculties have attended and participated in the workshop. The students were made aware of the various schemes of the Government to set up industry and the facility of loan available with and without interest to promote entrepreneurship.
- ❖ College constitute internal committee to sensitize the gender issue in the society and the committee organised a one day workshop/seminar in GSSS Reckong Peo on dated 16-12-2014, in ITI at Reckong Peo on dated 17-12-2014 and Gram Panchayat Khawangi on dated 20-12-2014 to emphasise the view of the girls child and to give the proper education, equal importance and opportunity without any discrimination
- ❖ One day workshop was organised on the occasion of International Consumer Rights Day on dated 15-03-2014 in the college campus by the department of Food Civil Supplies and consumer affairs Distt. Kinnaur at Reckong Peo (Govt. of HP) to sensitize and aware the faculty members and to motivate the students about the consumers rights and duties. Sh. D.D Sharma DC Kinnaur was the chief guest and Sh. L.K. Kanet Distt. Controller FCS & CA Distt. Kinnaur was the resource person on this occasion.
- ❖ SEBI (Securities and Exchange Board of India) organised Awareness Camp in the month of October 2014 on investor's education and awareness programme to aware the students and faculty members regarding investment in various field such as insurance.
- ❖ Sh. Santosh Thakur IBS Shimla delivered a lecture on career in management to the students on dated 14-09-2014
- ❖ One day workshop was organised on dated 11-09-2014 by the team of NDRF of central Government in the college campus in connection with to aware and to sensitize all faculty of the college, students and local people about the natural calamities and disasters.
- ❖ A one day workshop was organised by the Career and Counselling Cell of the college on personality development on dated 26-09-2011. Sh. Hishe Negi President NGO (KAIZEN) was the resource person on this occasion.

**5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

\* Additional academic support, flexibility in examinations

\* Special dietary requirements, sports uniform and materials

\* any other .

- ❖ The institution encourages the students to participate in extra-curricular and co-curricular activities by giving the following incentives.-
- ❖ All the sports articles are provided to students free of cost during the training of students in the college
- ❖ The college also awards medals and shields etc for extra-curricular and co-curricular achievers on the basis of HP University competitions / inter university/national performances in annual prize distribution function every year.
- ❖ The college also provides refreshment for each participant of the college @Rs.25 per day.
- ❖ Sports uniforms are also provided to each sports persons at 50% concession rate
- ❖ The college also helps the sports and cultural participants in case of shortage of their attendance. The academic loss during the time of participation is compensated through remedial /extra classes .If any performer could not able to take the exam due to participation in these activities, special examination was conducted for them.

**5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defence, Civil Services, etc.**

- At present there is no facility to keep the exact record of the students appearing /qualifying in the UGC/CSIR/NET/UGC/CAT /GRE/TOFEL/GMAT/Central/State services / Defence /Civil Services etc .These competitive examinations are conducted by different agencies and the departments have no role to play in the conduct of these examinations.
- The students apply directly to respective agencies with regard to this examination and not expected to brief respective teaching department in this regard.

**5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)**

- Each faculty participates in academic and personal counselling. About 80% of the faculty members of various departments counsel students in academic, psycho-social and personal matters.
- One to one counselling is also available to the students through the tutors'. The faculty members help the students in bringing out their talents.

5.1.9 Does the institution have a **structured mechanism** for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and **prepare themselves for interview** and the percentage of students selected during campus.

- ❖ Institute has a Career and Counselling cell which provides very effective and structural guidance to the students to choose the professions which is best suited for them
- ❖ A one day workshop was organised by the Career and Counselling Cell of the college on personality development on dated 26-09-2011. Sh. Hishe Negi President NGO (KAIZEN) was the recourse person on this occasion.
- ❖ Sh. Santosh Thakur IBS Shimla delivered a lecture on career in management to the students on dated 14-09-2014. On this occasion he makes aware the students about the various opportunities in the field of management in the private and government sector.

5.1.10 Does the institution have a **student grievance redressal cell**? If yes, list (if any) the grievances reported and redressed during the last four years.

- ❖ The college has grievance redressal cell to take care of complaints of students and parents. The grievance redressal cell deals with all such matters. The Principal along with his team members personally go through each suggestion /complaint for prompt actions.
- ❖ No grievance reported and redressed during last four year.

5.1.11 What are the institutional provisions for resolving issues pertaining to **sexual harassment**?

- ❖ There is a committee constituted for prevention and against Sexual harassment of women students.
- ❖ No incident of sexual harassment has been reported.

5.1.12 Is there an **anti-ragging committee**? How many instances (if any) have been reported during the last four years and what action has been taken on these?

- ❖ Yes, the institution has an anti-ragging committee formed according to the statutory Provisions in the college.
- ❖ Different areas of college campus has been divided and allotted to the teachers to check the ragging instances.
- ❖ No such instance has been reported during last four years.
- ❖ Hoarding has been installed in the college campus to keep aware the students about the consequences of ragging

5.1.13 Enumerate the **welfare schemes** made available to students by the institution.

- Scholarships are given to the meritorious students as well as the students from backward communities are also benefited through the various scholarship schemes of the Government.
- New students are briefed on matters pertaining to the programs courses, fees, accommodation and the rules and regulations of the college.
- Counseling services on academic and non-academic matters are available to all students during admission and course of entire academic session by visiting guest faculty
- Meritorious students are also rewarded with prizes in annual Prize Distribution function.
- Well equipped library is functioning in the college to help needy and deserving students.
- First Aid Room is established in the college to help in emergency.
- Remedial classes
- Students are encouraged to participate in extracurricular activities.
- Career Counseling and Guidance Cell functioning for this purpose takes care of all the student requirements.

5.1.14 Does the institution have a registered **Alumni Association**? If 'yes', what are its **activities and major contributions for institutional, academic and infrastructure development**?

❖ No, there is alumni association.

## 5.2 Student Progression

5.2.1 **Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.**

❖ An analysis of the results of the UG programmes reveals that the institution has consistently maintained an enviable position in its achievements in University examinations every year. This is sufficient proof to show that the learning level of the students of the college has been consistently high. The faculty also can be contented that the teaching methodology has been successful. Here, the comparison is made with University as follow:

SESSION-2010-11					
Sr.No.	Classes	College Results	College %age	University %age	Remarks
1	B.A. I	Total appeared=125 Total Passed=53	42.4	49.41	
2	B.A. II	Total appeared=56 Total Passed=53	94.64	77.59	
3	B.A. III	Total appeared=48 Total Passed=46	95.83	82.13	

4	B.Com. I	Total appeared=20 Total Passed=05	25	51.68	
5	B.Com. II	Total appeared=05 Total Passed=04	80	82.70	
6	B.Com. III	Total appeared=05 Total Passed=05	100	87.24	
7	B.Sc. I	Total appeared=16 Total Passed=01	6.25	29.81	
8	B.Sc. II	Total appeared=05 Total Passed=04	80	85.40	
9	B.Sc. III	Total appeared=06 Total Passed=06	100	94.88	
Overall pass percentage of students of college :69.35					
Dropout percentage			:36		

SESSION-2011-12					
Sr.No.	Classes	College Results	College %age	University %age	Remarks
1	B.A. I	Total appeared=102 Total Passed=56	55	48.53	
2	B.A. II	Total appeared=45 Total Passed=39	86	77.28	
3	B.A. III	Total appeared=50 Total Passed=49	97.95	78.79	
4	B.Com. I	Total appeared=22 Total Passed=05	22.72	49.26	
5	B.Com. II	Total appeared=03 Total Passed=03	100	72.43	
6	B.Com. III	Total appeared=02 Total Passed=02	100	-----	
7	B.Sc. I	Total appeared=16 Total Passed=04	31.25	37.07	
8	B.Sc. II	Total appeared=01 Total Passed=01	100	96.6	

9	B.Sc. III	Total appeared=03 Total Passed=02	66.6	96.61	
Overall pass percentage of students of college :73.28					
Dropout percentage :7.57					

SESSION-2012-13					
Sr.No.	Classes	College Results	College %age	University %age	Remarks
1	B.A. I	Total appeared=91 Total Passed=79	86.81	48.40	
2	B.A. II	Total appeared=45 Total Passed=38	82.5	76.60	
3	B.A. III	Total appeared=38 Total Passed=36	97.29	80.35	
4	B.Com. I	Total appeared=15 Total Passed=03	20	53.23	
5	B.Com. II	Total appeared=06 Total Passed=02	33.33	78.12	
6	B.Com. III	Total appeared=04 Total Passed=04	100	96.1	
7	B.Sc. I	Total appeared=12 Total Passed=11	91.66	48.45	
8	B.Sc. II	Total appeared=06 Total Passed=04	66.6	77.23	
9	B.Sc. III	Total appeared=01 Total Passed=01	100	97.6	
Overall pass percentage of students of college :75.35					
Dropout percentage :26.35					

SESSION-2013-14						
Sr. No.	Classes	College Results	College %age/ Grading		University %age	Remarks
1	B.A. 1 <sup>st</sup> Sem.	Total appeared=124 Total Passed=109 Result awaited=15	Grade	No of students	-----	
			O	04		
			A++	18		
			A+	48		

			A	28		
			B+	09		
			B	02		
2	B.A. II	Total appeared=76 Total Passed=65	84.4		72.64	
3	B.A. III	Total appeared=35 Total Passed=28	80		85.56	
4	B.Com. 1 <sup>st</sup> Sem.	Total appeared=26 Total Passed=23 Result awaited=03	Grade	No of student s		
			O	01		
			A++	05		
			A+	05		
			A	07		
			B+	02		
B	03					
5	B.Com. II	Total appeared=06 Total Passed=03	50		59.31	
6	B.Com. III	Total appeared=02 Total Passed=02	100		97.03	
7	B.Sc. 1 <sup>st</sup> Sem.	Total appeared=20 Total Passed=15 Result awaited=05	Grade	No of student s		
			O	01		
			A++	07		
			A+	05		
			A	02		
			B+	--		
B	--					
8	B.Sc. II	Total appeared=10 Total Passed=07	70		69.15	
9	B.Sc. III	Total appeared=04 Total Passed=04	100		99.02	
Overall pass percentage of students of college : 80.73						
Dropout percentage : 11.40						

SESSION-2014-15						
Sr.No.	Classes	College Results	College %age		University %age	Remarks
1	B.A. 1 <sup>st</sup> Sem.	Total appeared=130 Total Passed=Result awaited	Grade	No of students		
			O			
			A++			
			A+			
			A			
			B+			
B						
2	B.A. 3 <sup>rd</sup>	Total	Grade	No of		

	Sem	appeared=62 Total Passed=Result awaited	students			
			O A++ A+ A B+ B			
3	B.A. III year	Total appeared=81 Total Passed=73	90.00%			
4	B.Com. 1 <sup>st</sup> Sem	Total appeared=34 Total Passed=Result awaited	Grade	No of students		
			O A++ A+ A B+ B			
5	B.Com. 3 <sup>rd</sup> Sem	Total appeared=22 Total Passed=Result awaited	Grade	No of students		
			O A++ A+ A B+ B			
6	B.Com. III	Total appeared=06 Total Passed=06	100%			
7	B.Sc. 1 <sup>st</sup> sem	Total appeared=42 Total Passed=Result awaited	Grade	No of students		
			O A++ A+ A B+ B			
8	B.Sc.3 <sup>rd</sup> Sem	Total appeared=17 Total Passed=Result awaited	Grade	No of students		
			O A++ A+ A B+ B			
9	B.Sc. III	Total appeared=11 Total Passed=11	100%			
Overall pass percentage of students of college :						
Dropout percentage :						

**5.2.2 Provide details of the programme wise pass percentage and completion rate of the last four year (cohort/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.**

- ❖ Various seminars on carrier opportunities in higher level of education and employment/entrepreneurship were organized in which the students were apprised of various avenues open to them in higher education. Some of them are as follow:
  - College Career and Counselling Cell organised one day workshop on Personality Development on dated 26-09-2011. Sh. Hishey Negi President of NGO KAIZEN delivered lecture on Confidence Building, communication skill and role of personality.

**5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?**

- ❖ The effort made by the institution to reduce the dropout / at the risk for failure are as follows:
  - Encouragement of twice failure students to continue their studies by changing their faculty subject to their eligibility.
  - Personal counseling of students whose attendance is short.
  - Compensation up to 15 percent to those students who fall short of their attendance owing to genuine reasons by the principal.
  - There are very few cases of dropouts in second and final years of degree courses who have left college and re-enrolled later due to financial short fall or family crises
  - The economically weaker students get the benefit of financial assistance from the college and hence dissuaded from dropping out. The slow learners are also identified on the basis of their performance in the internal exams and given extra attention to improve their performance.
  - Remedial classes for slow learners.

**5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?**

- ❖ The effort made by the institution to reduce the dropout / at the risk for failure are as follows:
  - Encouragement of twice failure students to continue their studies by changing their faculty subject to their eligibility.
  - Personal counseling of students whose attendance is short.
  - Compensation up to 15 percent to those students who fall short of their attendance owing to genuine reasons by the principal.

- There are very few cases of dropouts in second and final years of degree courses who have left college and re-enrolled later due to financial short fall or family crises

5.3.1 List the range of sports, game, cultural other extra-curricular activities available to student's .provide details of participation and program calendar.

#### Sports Calendar 2010-11

S.No	Game	Section	Venue	Date of Inter-College	Total No of Participants
1.	Basket Ball	Women	G.C Ghumarwin	15 <sup>th</sup> Sept. 2010 to 16 <sup>th</sup> Sept. 2010	10
2.	Volleyball	Women	G.C. Theog	14 <sup>th</sup> Sept. 2010 to 16 <sup>th</sup> Sept. 2010	10
3.	Food ball	Men	G.C Mandi	06 <sup>th</sup> Sept. 2010 to 09 <sup>th</sup> Sept. 2010	15
4	Athletic meet	Men Women	P.G.C. Una	27 <sup>th</sup> Nov.2010 to 29 <sup>th</sup> Nov.2010	09 03
5	Table –Tennis Championship	Women	Centre of excellence G.C. Sanjauli	Inter-College Youth Festival Group-II Music	04
6.	Inter College Cricket Championship	Men	H.P.U. Shimla	15 <sup>th</sup> Nov. 2010 to 16 <sup>th</sup> Nov. 2010	14

#### Cultural Calendar 2010-2011

S. No.	Group I	Section	Venue	Date of Inter-College	Total No of Participants
1.	Inter-College Youth Festival Group-II	Men Women	RKMV Shimla		06 10

	Music			12 <sup>th</sup> Oct. 2010 to 14 <sup>th</sup> Oct. 2010	
2.	Inter-College Youth Festival	Men Women	G.C. Dhaliara	28 <sup>th</sup> Oct. 2010 to 29 <sup>th</sup> Oct. 2010	06 06
	Group-III Music				

### Sports Calendar 2011-12

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Kabaddi	Women	MLSM Sunder Nagar	1 <sup>st</sup> Sept. 2011 to 3 <sup>rd</sup> Sept. 2011	11
2	Cross-Country	Men Women	G.C Reckong Peo	20 <sup>th</sup> Sept. 2011	09 06
3	Volleyball	Women	G.C. Sarkaghat	16 <sup>th</sup> Oct. 2011 to 18 <sup>th</sup> Oct. 2011	10
4	Cricket	Men	P.G.C. Rampur	16 <sup>th</sup> Oct. 2011 to 17 <sup>th</sup> Oct. 2011	16
5	Volleyball	Men	G.C Joginder Nagar	19 <sup>th</sup> Oct. 2011 to 22 <sup>th</sup> Oct. 2011	12
6	Basket Ball	Women	G.C Hamirpur	20 <sup>th</sup> Oct. 2011 to 22 <sup>th</sup> Oct. 2011	12
7	Boxing	Men Women	G.C Kullu	1 <sup>st</sup> Nov. 2011 to 5 <sup>th</sup> Nov. 2011	05 02
8	Athletic	Men	G.C. Mandi	20 <sup>th</sup> Nov. 2011 to	

		Women		23 <sup>th</sup> Nov. 2011	
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### Cultural calendar 2011-2012

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Inter-College Youth Festival Group I	Men	G.C. Nalagarh	20 <sup>th</sup> Sept. 2011 to	06
		Women		23 <sup>th</sup> Sept. 2011	06
2	Inter-College Youth Festival Group-III Music	Men	G.C. Gumarwin	3 <sup>th</sup> Nov. 2011 to	01
		Women		5 <sup>th</sup> Nov. 2011	13

### Sports Calendar 2012-13

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Boxing	Women	G.C Reckong Peo	26 <sup>th</sup> Sept. 2012 to	11
		Women		27 <sup>th</sup> Sept. 2012	
2	Boxing	Men	MLSM Sunder Nagar	13 <sup>th</sup> Oct. 2012 to 16 <sup>th</sup> Oct. 2012	09
3	Volleyball	Men	G.C. Kotkhai	17 <sup>th</sup> Nov. 2012 to 20 <sup>th</sup> Nov. 2012	08
4	Athletic	Men	G.C. Hamirpur	08 <sup>th</sup> Nov. 2012 to 10 <sup>th</sup> Nov. 2012	02
5	Table-Tannis	Women	RKMV Shimla	3 <sup>rd</sup> Dec. 2012 to 4 <sup>th</sup> Dec. 2012	04

## Cultural calendar 2012-2013

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Inter-College Youth Festival Group II	Men Women	P.G.College Kullu	12 <sup>th</sup> Sept. 2012 to 15 <sup>th</sup> Sept. 2012	04 09
2	Inter-College Youth Festival Group-III Music	Men Women	G.C.Dharam Shala	8 <sup>th</sup> Oct. 2012 to 10 <sup>th</sup> Oct. 2012	6 7

## Sports Calendar 2013-14

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Chess	Men	G.C Kukum Seri	3 <sup>rd</sup> Sept. 2013 to 5 <sup>th</sup> Sept. 2013	05
2	Foot ball	Men	G.C. Una	11 <sup>th</sup> Sept. 2013 to 16 <sup>th</sup> Sept. 2013	13
3	Cricket	Men	G.C. Reckong Peo	20 <sup>th</sup> Sept. 2013 to 21 <sup>th</sup> Sept. 2013	13
4	Cricket	Men	G.C. Rampur	20 <sup>th</sup> Sept. 2013 to 23 <sup>th</sup> Sept. 2013	13
5	Boxing	Men	G.C Kullu	25 <sup>th</sup> Oct. 2013 to 28 <sup>th</sup> Oct. 2013	06
6	Boxing	Women	RKMV Shimla	30 <sup>th</sup> Oct. 2013 to 31 <sup>th</sup> Oct. 2013	02

### Cultural calendar 2013-2014

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Inter-College Youth Festival Group III	Men	G.C. Sunder Nagar	17 <sup>th</sup> Sept. 2013 to	06
		Women		20 <sup>th</sup> Sept. 2013	07
2	Inter-College Youth Festival Group-III Music	Men	All India Inter - University Championship Lukhnow	2 <sup>nd</sup> Nov. 2013 to	06
		Women		11 <sup>th</sup> Nov. 2013	07

### Sports Calendar 2014-15

Sr. No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Volley ball	Women	G.C. Reckong Peo	16 <sup>th</sup> Sept. 2014 to 18 <sup>th</sup> Sept. 2014	09
2	Foot ball	Men	G.C. Dharam Shala	22 <sup>nd</sup> Sept. 2014 to 25 <sup>th</sup> Sept. 2014	14
3	Cricket	Men	G.C. Rampur	25 <sup>th</sup> Sept. 2014 to 29 <sup>th</sup> Sept. 2014	13
4	Boxing	Men	G.C Kullu	15 <sup>th</sup> Oct. 2014 to 18 <sup>th</sup> Oct. 2014	06
5	Athletic	Men	G.C Hamirpur	19 <sup>th</sup> Nov. 2014 to	07
		Women		21 <sup>th</sup> Nov. 2014	--
6	Boxing	Women	G.C. Rampur		

## Cultural calendar 2014-2015

Sr.No	Game	Section	Venue	Date of Inter-college	Total No of participation
1	Inter-College Youth Festival Group III	Men Women	Centre of excellence G.C. Sanjauli	16 <sup>th</sup> Oct. 2014 to 18 <sup>th</sup> Oct. 2014	06 07

5.3.2 Furnish the details of major students achievements in co-curricular, extra-curricular and cultural activities at different levels: university /state /national /international, etc for the previous four years .

❖ Sports, co. curricular and extra-curricular activities achievements record of college

S.No	Events	2010	2011	2012	2013	2014	Remarks
1.	Inter-College Youth Festival Group I	First Position in COLLAZ	----	-----	-----	---	Highly commended
2	Inter-College BOXING Championship WOMEN	-----	GOLD=01 (Ashita) SILVER=01 (Kiran)	GOLD=02 (Ashita & Jamna Negi) SILVER=04 (Priya Thakur, Ratten Kumari, Sona Devi & Prem Kumari)	GOLD=02 (Priya Thakur & Rajan)	GOLD=01 (Priya Thakur)	Priya Thakur was selected and participated in All India Inter-College Boxing Championship held in Banaras University



**5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine and other material? List the publications /materials brought out by the students during the previous four academics sessions.**

- The college encourages and involves students to published articles in magazine Shatudri. The magazine is published annually and comprises of six sections (Hindi, English, Science, Economics, Commerce and Sanskrit) are published to promote the literacy and creative talent of the students. The institution provided financial aid, raw material and other technological assistance to the students.

**5.3.5 Does the college has the student council or any similar body ?Give details own its selection ,constitutions ,activities and funding .**

- Yes, the T.S.Negi Govt, College Reckong Peo has the students associations, which is elected body and named as students central association (SCA). During academic session 2014-2015 onward the rules of electing the body of SCA was change as per the instruction of university. Now the SCA body is elected on the basis of academic merit. The President, Vice President, Secretary, Joint secretary and various class representatives, assume responsibilities for various student's activities. SCA is elected every year. The activities of SCA include the following –
  - a) Creating awareness about student's rights.
  - b) Assist the college administration in organising student's activities functions.
  - c) Providing the forum for discussion of student's issues.

The college has separate fund named as amalgamated fund the students welfare which is spent for the execution of above said activities with due concurrence of SCA body.

**5.3.6 Give detail of various academic and administrative bodies that have student's representatives on them.**

The college has introduced the representations of students in various college committees. The students are nominated to these committees by different teaching departments in consultations with the Principal. The different committees with student representations are as follows:

1. College development and campus beautifications committees.
2. College property and maintenance committee.
3. Cleanliness committee
4. Grievances redresses cell.
5. Red ribbon Club
6. College magazines
7. Rover and Rangers
8. Tutorial management Cell.
9. Science Club

- 10. Geographical Club
- 11. Uniti Club

5.3.7 **How does the institution network and collaborate with the Alumni and former faculty of the Institution.**

NA

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## CRITERION: VI

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 Institutional Vision and Leadership

6.1.1 State the Vision and mission of the institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the need of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

**Vision:**

- ❖ The vision of the institution is to do overall development of students and inculcate moral values in the students for the growth and development of the world and the humanity at large. The institution aims to develop the faculty for learning which can draw out the best from the students in terms of mind, body and spirit.

**Mission:**

- The mission of the institution is 'to recognise the light of knowledge and create awareness among students about facts, truth, laws and principles that man has produced. Educational objectives of institution relates to gaining ability, skills, knowledge and positive attitude. Institution try to create opportunities for students to develop a wide range of intellectual thinking and moral values through various quizzes, seminars, activities of various clubs of different departments.

6.1.2 What is the role of top Management, principal and faculty in design and implementation of its quality, policies and plans?

- ❖ Principal is the head of institution who formulate and plan the quality policies for college with the help of faculty members. As it is a government college, the State Government and the H. P. University to which the College is affiliated, provide the curriculum which is strictly been adopted by the college. No autonomy has been provided by H.P. University regarding syllabus and Add-on courses. College Advisory Committee and staff council are the main governing bodies of the college who decide for the developing infrastructure for curricular, co curricular and extra-curricular activities, financial support and career guidance are the various forms of student services, college offers in order to maintain the quality of the programmes offered.

❖ **Principal:**

- ❖ Ever since as college come to existence it has been blessed with an series of dynamic Principals who have enhanced the quality of college's educational services and led to phenomenal growth and development of the college in tribal area.

In this institution the Principal promotes quality improvement in the college's educational services in the following ways:

- Ensuring the quality of learning which forms the foundation of the kind of education that institution visualizes and imparts.
- Maintaining stakeholder relationships.
- Providing relevant, timely training for faculty and staff to enable them to provide quality education in the tribal area.
- Reinforcing the culture of excellence
- Acquiring adequate skill and knowledge in modern educational management systems including Campus ICT
- Increasing access to electronic and digital information that is becoming the norm for many of our students
- Reinforcing Organizational change.

#### Faculty:

- ❖ A wide range of initiatives are taken so that Faculty of the college can create environment for quality teaching which are as follows:
  - Internal quality assurance systems are designed to develop a quality culture at institutional level, in which faculty have a major role to play. Faculty attends various training programmes from time to time to keep pace with developments in modern concepts of education and technology.
  - Programme evaluation is done regarding the design, content and delivery of the programmes which are continuously measured and steps are taken to enhance quality.
  - Efforts are made for maintaining a positive atmosphere which facilitates teaching and learning.
  - Various conveners of different committees held meetings on regular intervals for the implementation of strategic plan modules.
  - IQAC Core committee meetings with Principal, Heads of departments and the faculty at regular intervals to ensure and evaluate quality sustenance and enhancement programmes.
  - Spreading of information to student body, implementation of plans and collection of feedback through class representative's and one to one interaction with students.

#### 6.1.3 What is the involvement of the Leadership in ensuring:

- The policy statement and action plan and fulfilment of the stated mission
- Formulation of action plans for all operations and incorporation of the same in to the institutional strategic plans.
- Interaction with stakeholders
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- Reinforcing the culture of excellence



## • Champion organizational change

### ❖ Leadership by Administrative Team

The College Administration and the Principal has an enlightened leadership to lead the college for the fulfilment of the stated mission.

- Different subcommittees formed with specific purposes are formed in the beginning of the session and are notified in the 'prospectus'. Some of the committees are also constituted from time to time, if the need arises.
- The College Advisory Committee, Discipline and Ant ragging Committee, Admission Committees, House Examination Committee, CSCA Election Committee, Career counselling Guidance and Placement Cell etc.– discuss all matters within their purview and present their reports and recommendations to the Principal. The issues are discussed and final resolutions are adopted for implementation.
- Financial accountability is insured by the committee ensures and gives suggestions for better financial management if needed. The annual developmental plan of the college, all academic and administrative matters are discussed and finalised at the meeting.
- The Principal is available to discuss the academic and other responsibilities, new plans of the departments, and any difficulty or challenge faced by the Heads of the Departments and individual faculty members.
- The Bursar of the college is in charge of the accounting section of the college. He monitors the expenditure in accordance with the provisions made in the budget or by the resolutions of the Committee. He works with the Principal to expedite the follow up on developmental plans and implement various welfare schemes for teaching and non-teaching staff.
- IQAC - The Internal Quality Assurance Cell meets regularly for review and submit Annual quality Assurance Report (AQAR).
- The Principal delegates the duties to the faculty members in accordance with their expertise, interest and experience through creation of various committees.

### ❖ Interaction with Stakeholders

The college makes conscious efforts to build a healthy relationship with its stake holders namely-Students, parents and alumni.

#### Students

- Before starting of the semester interaction with the student is initiated with the orientation Programme for admission to the proper introduction to the curriculum. The student body, College Student Central Association (CSCA) is the main forum for the interaction with the students. There is a meeting of principal with Student Council as and when needed to address any matter of

concern pertaining to the student body. All students approach the Principal and Committees for matters related to their concerns and for their suggestions.

#### Parents

- Parent-Teachers association (PTA) is made in the college and regular meetings are held with parents. As parents play significance role in the overall development of the student The Principal interacts with the parents on issues pertaining to academic and their personal concern. Parent Teacher Meetings are organized to apprise the parents of their wards performance and get a feedback on the various aspects of the college's functioning. Any grievance from a parent is listened to by the concerned authority and appropriate responses are provided.

#### Teaching and Non-teaching Staff:

- The college considers its faculty team and the support staff as one of its strong pillars. Programmes like community lunch, celebration dinners etc. are arranged to bring in a sense of belonging for the faculty members on different occasions. Personal or Professional needs or grievances of the staff members are addressed by the college administration in the best possible manner.

#### Society

- Public opinion is taken seriously by the principal and makes specific efforts to reach out to the public and interact with the public whenever possible. The significant achievement made by the institution are highlighted through various sources of media like print media, electronic media etc.

#### 6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- The college has IQAC whose meeting is done on each semester to discuss education scenario in broad prospective. All the policies and plan of the institution are implemented through Department of higher education, H.P. with the collaboration of university Grant commission and Himachal Pradesh University Shimla. Policies are discussed in principal conferences and communicated to the institution through principal. Further principal implements these policies and plans in the institution through staff meetings, meetings of various HOD'S and the decision taken in these meetings are monitored through next meetings in which the proceedings of the previous meetings are read out time to time. Results of various inter- college cultural activities and sports activities are also another platform to evaluate the policies. Two house examinations in each semester are taken and after that final examination are taken.
- IQAC is there in the institution and desired objectives are being achieved through the IQAC. IQAC meets every semester to discuss the education scenario. It conducts a self-evaluative exercise for all the departments to draw a potential map of the strengths and weaknesses of the functioning of the

college in various areas. Various committees like Examination Committee, College Advisory Committee, and other Students Welfare Committees which have been established to facilitate efficient and smooth functioning of the college also evaluate the performance in their respective areas and submit the reports to the Principal.

- Feedbacks on various aspects of the functioning of the college are obtained from stakeholders namely students, parents, researchers, industry, and alumnae to evaluate the efficacy of policy decisions.

#### **6.1.5. Give the details of the academic leadership provided to the faculty by the top Management?**

- College Faculty is motivated to participate in Workshops, seminars, conferences sponsored through U.G.C. for higher study. Similarly teacher-training programme orientation programmes, refresher courses and other training programmes sponsored through Directorate of higher education to provide academic leadership to the faculty. Also new books and magazines are provided in the college library.

#### **6.1.6. How does the college groom leadership at various levels?**

- In the institution various committees are formed and the conveners of the committees provide leadership to their members. Similarly the conveners of the various committees are guided by Principal for the formulation of plans and & policies. Head of various departments also provide leadership to other members of faculty.
- C.S.C.A. elections are held in the College every year which provides an opportunity to students to develop leadership qualities.
- PTA election is also another feature of the college, in which president, vice-president and other members are elected.
- Unnati (Club of commerce and economics students), Science club, Geographical society, N.S.S., R&R, Red Ribbon club is another source where the teachers motivate students to enhance their leadership qualities.

#### **6.1.7 How does the college delegate authority and provide operational autonomy to the departments/ units of the institution and work towards decentralized governance system?**

- ❖ Institution frames various committees for the smooth conduct of college functioning in various fields. Principal is the head of institution, various heads of departments and conveners of different committees work under him and the other members of committees and departments work under the conveners and HOD's Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment and aptitude to meet the institutional objectives:
- Equality of workloads and provide career enhancement opportunities to staff
- To create positive and motivating environment

- To create a efficient team of staff members to speed up the process of target achievement and accomplish assignments
- To allow staff to take innovative
- To make task more interesting and work a rewarding experience

Decentralization of power is done by management. The Conveners plan and monitor the projects undertaken to achieve the targets in the stipulated time. Ultimately all the administrative, academic and financial activities are reviewed by the internal quality assurance cell from time to time to ensure accountability. This decentralized functioning mechanism empowers the departments and individual faculty and helps them in making independent decisions and to encourage innovation for betterment of education system.

**6.1.8. Does the college promote a culture of participative management? If yes, indicate the levels of participative management.**

- ❖ Participative management is encouraged by college administration. It has framed various committees for the smooth conduct of college functioning in various fields. Principal is the head of institution, who control the working of various heads of departments and conveners of different committees. The other members of committees and departments work under the conveners and HOD's Administrative powers and responsibilities are delegated to teachers on the basis of their competence, commitment aptitude and experience to meet the institutional objectives, one day activities, Rover & Ranger activities, PTA meeting, and staff council is there in the institution and promotes cultural of participative management. Student council is also consulted from time to time. Teamwork culture is the life line of the institution.

## 6.2 Strategy Development and Deployment

**6.2.1 Does the institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

- ❖ Yes, The College has formulated stated quality policy which has been formulated based on the vision and mission of the college and it work as guiding force that helps departments to plan their activities. The vision of the institution is to do overall development of students and implementation of developing technologies and inculcate moral values in the students for the growth and development of the world and the humanity at large. The institution aims to develop the faculty for learning which can draw out the best from the students in terms of mind, body and spirit.
- ❖ Institution try to create opportunities for students to develop a wide range of intellectual thinking and moral values through various quizzes, seminars, activities of various clubs of different departments.
- ❖ The vision and mission of the institution is communicated to the students, teachers, staff and other stakeholders through the prospectus, P.T.A meetings, introductory classes, tutorials and through informal interaction. The vision and mission further find their manifestation in work ethics, curricular and co-curricular activities of the college. IQAC is functional in college. The Management monitors and reviews the plans/projects implemented by

holding formal and informal dialogues with the staff, from time to time. To achieve the desired results in the academics, teachers are encouraged to participate in seminar, conferences, workshops and refresher and orientation courses and update their knowledge and skill base.

**6.2.2 Does the institution have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**

- The college is focused to create and enhance the infrastructural facilities necessary to make teaching and learning process effective. Therefore, attention is paid to make and implement concrete plans to develop cost effective and sustainable infrastructure service available to all kinds of users. The following measures have been taken to meet the growing needs of the college in view of the expanding new age programmes and changing pedagogical skills to the present context:
- Spacious and well ventilated class rooms, smart classroom, Career counselling and Placement Cell, Electricity room, , IGNOU, faculty room in science departments, staff room, IT Lab. with internet connectivity, , well equipped laboratories for Physics Chemistry, Botany, Zoology and Geography, Library with reading room is there in the college to provide learning atmosphere to students and also to teachers.

**Perspective Plan:**

- Development and extension of playground and creation of basket ball court is in progress. Establishment of smart class rooms, purchase of computers to access internet facilities for all students of the college, enhancement of girls hostel and auditorium facilities, construction of Library Block, common room for Girls and faculty room for all faculties, is in process.
- Consequent upon the implementation of RUSA and Choice Based Credit System (CBCS) from the academic session 2013-14, need for more classrooms, laboratories for all science subjects, computer lab and study material, reference books and other relevant infrastructure is required.

**6.2.3 Describe the internal organizational structure and decision making processes.**

- ❖ Authority to take any decision is in the hand of Principal. All the decisions and policies are implemented by the principal through its HOD's, faculty members, office superintendent, conveners of the various committees and their members (both teaching and non teaching staff).

**6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following**

- Teaching & learning
- Research & Development

- Community engagement
- Human resource management
- Industry interaction

#### ❖ Teaching & Learning

The Management ensures effective and efficient transaction of the teaching learning process by promoting professional development of faculty by providing support,

- To attend refresher courses/orientation/workshops.
- To learn modern pedagogical tools.
- To pursue doctoral programmes/Study leave
- To attend and organize National and International Seminars

#### ❖ Research & Development

- Our faculty is actively engaged in research activities.
- 1 teacher has submitted his Minor Project
- National/International Seminars are attended by the faculty members.
- Research papers are continuously published by the faculty members.
- The Principal has been motivating the faculty to write research projects & apply to UGC etc. for research schemes
- Faculty is encouraged to attend the conference/seminar/workshops.

#### ❖ Community Engagement

- The college has one unit of NSS, Red-Ribbon Club and a Rover-Ranger Unit. The college encourages students to take part in NSS and other extension activities. Comprehensive projects are undertaken by the students in collaboration with the community. The college organizes various outreach programmes to enable the students to respond to the larger issues of society: College engages many organizations like
- Kinnaur mahotsav.
- Youth festivals,
- Tree Plantation Drives
- Blood Donation Camps
- Anti drug programme.
- Awareness Programmes on vital issues like Female Feticide, Drug Addiction, HIV/AIDS, Breast Cancer
- Inter college competitions
- Various days like International Peace Day, International AIDS Day, International Environment Day, National Integration Day are observed

#### ❖ Human Resource Management

- Effective mechanism is build by the college for assessing adequate human resource requirements, PTA/Self finance staff recruitment, monitoring and planning professional development programmes for faculty development and obtaining feedback on teachers. Effective

system of appraisal of performance of teachers is there and performance appraisal is done in regular intervals.

❖ **Industry interaction**

- Industrial visits organized to BCA students to provide exposure to professional jobs in industrial area and for their career enhancement.

**6.2.5 How does the head of the institution ensure that adequate information (from feed back and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

- The head of the institution collects information about the various aspects of the college working through personal interaction with students, teaching and non-teaching staff and guardians of students at both formal and informal levels. The information in the formal way is also gathered through meetings with departmental heads, report of the guardian in PTA annual general house, through executive meetings and report of different committees constituted in the college. The principal calls regular meetings with various faculty members to get a feedback on the progress of syllabus, teaching-learning procedures, and attendance record of students. Ragging and any kind of drug is strictly banned in the college premises. Discipline is strictly maintained in the college. The parents of the students are called in the college when any indiscipline or damage is caused to the govt property by college students.

**6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

- Principal of the college motivates the staff in the process of decision making in the functioning of the college under decentralized system of administration. The college has constituted different committees with teachers and student representatives, which play remarkable role in the planning and implementation of activities in different spheres of the college functioning. The role of staff secretary also plays an important role by informing teaching related problems to the principal which ensures the effective functioning of the institutional processes. On the other hand non-teaching staff also play a important role in decision making regarding the improvement of ipstitution and its working.

**6.2.7 Enumerate the resolutions made by the management council in the last year and the status of implementation of such resolutions.**

- ❖ The resolution made and implemented last year are as follows:
  - Beautification of campus is taken on priority basis.
  - IGNOU centre is there in the college and facilitating Arts and Commerce courses.
  - I.T. lab has been enhanced.

- Plantation has been done in the campus premises.
- A reading room is constructed in the college.

**6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If Yes, what are the efforts made by the institution in obtaining autonomy?**

- Any type of Autonomy to govt. degree college is not been provided by govt. of Himachal Pradesh and H.P University. However govt is likely to provide autonomy to govt. colleges up to some extent in the future.

**6.2.9 How does the institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholders relationship?**

- Matters related to indiscipline, grievances and complaints is referred to college discipline committee and women grievances cell by the head of institution. Serious matters are resolve through Emergencies meeting which held immediately with the help of students, teachers and parents. Serious issued are taken up in the staff council.

**6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?**

- Student feedback is analyzed by the college by well defined mechanism, for analyzing on the performance of the college and faculty. Each year students are given an opportunity to provide classroom feedback on various aspects on the college functioning such as the course, the faculty, departments, , non-teaching staff, teaching-learning assessment, research, extension and special resources such as Labs, Library with reading room and other facilities based on a standardized questionnaire provided. Prompt action is taken on the basis of feedback provide by the students.
- The meetings of C.S.C.A. with its committee are held on routine basis. Similarly feedback is gathered about the various aspects of the college through interaction with the students both at formal and informal levels.

**6.2.11. Does the institution have a mechanism for analyzing student feedback on institutional performance? If, Yes, what was the outcome and response of the institution to such an effort.**

- The college has a well defined mechanism for analyzing student feedback on the performance of the college and faculty. Each year students are given an opportunity to provide confidential feedback on various aspects of the college functioning such as the college, the course, the faculty, departments, canteen, non-teaching staff, teaching-

learning assessment, research, extension and special resources such as Labs, Library, ICT amenities and other facilities based on a standardized questionnaire provided. In all possible cases, remedy is provided, after discussions with the concerned authorities.

- The meetings of C.S.C.A. with advisory board are held frequently. Similarly feedback is gathered about the various aspects of the college through interaction with the students both at formal and informal levels. Prompt action is taken by the college administration to solve the problems of students suggestion come complaint box is also one of the tool to gather and analyze students problem.

### Faculty Empowerment Strategies

#### 6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- All the faculty members are motivated to perform best in their fields. They are motivated to take up research activities. The Department of Higher Education sanctions leave to the teachers who wish to go for research activities, seminars, workshop etc.
- Participation in seminars, conferences, training programmes and workshops etc. both at National as well as International level are done by faculty members. Moreover UGC encourages the faculty to take up minor and major projects related to their specific field of interest.
- Financial assistance and study leave is provided to the faculty members for participation and presentation of their research papers in seminars, conferences etc.

#### 6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- The department of higher Education, H.P. Govt. has started the college teacher's induction training programme from the last year and college faculty members have been provided with an opportunity to attend the same. This programme is successfully playing its vital role in motivating teachers for the various duties they perform.
- Skill development programmes organized by various agencies e.g. Academic Staff College, Teacher Training and Himachal Institute of Public Administration (HIPA) in which college faculty is encouraged to takes part in order to update them with recent advances in their respective fields
- Faculty members are encouraged to attend/participate in conferences/seminar/workshop and to publish research papers in their respective fields.

#### 6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- Evaluation of the teachers on their teaching, research and service performance based on their self appraisal report which is known as annual confidential report (ACR/API) which is done by the college authorities. The ACR/API is submitted to higher authorities every year after the evaluation by the principal. Evaluation based on ACR/API helps in ensuring the academic accountability of the teacher and monitoring of their promotion and placement in higher scale. The secretary of higher education gives promotions to teachers on the basis of their API score to motivate them in teaching and extension programmes. However the teacher with adverse remarks in ACR/API is not promoted. Being a government institution all the government employees are governed by the civil services rules and conduct rules. For performance assessment of non-teaching staff same guidelines are followed. The overall supervision of academics, sports and cultural activities of the institution is performed by the Principal, committees has been performed for this purpose. Principal interacts directly with the members of various committees, students and guardians to gain first hand information. The feedback received is used to identify areas of improvement in various activities. The Principal also instructs the faculty as well as non-teaching staff for desirable changes. There is well defined mechanism for performance assessment of faculty and non-teaching staff, where necessary, the matter may be referred to the higher authorities, depending on the discretion of the Principal. Student appraisal of the faculty is another method of performance assessment. The input received through appraisals and feedback is conveyed to the concerned teacher in a positive way for modification in teaching skills or behaviour modification so the improvement in teaching– learning process can be enhanced.

**6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

- As the institution is a Govt. institution therefore the role of management does not exist. However, all the promotions are done after the thorough evaluation of ACR/API, transmitted by the head of the institution to the directorate and then to the secretariat level.

**6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

- ❖ It is a natural fact that a satisfied and contented employee is an asset for the institution and can make the college a productive place, the college administration has put several incentive measures in place for the teaching as well as Non-Teaching Staff. The college's initiative towards the welfare of its staff and faculty are:
  - Training in the use of computers for Teaching as well as Non-Teaching Staff to motivate them to undertake self-development

- Facilitation of faculty participation in programme for professional development organized by the college and other agencies through grant of leave
  - Faculty and staff encouraged to pursue studies or attend advance administrative/ academic training programmes
  - Organization of health awareness programmes
  - Career Advancement benefits for those with higher qualifications such as M.Phil and Ph.D as well as opportunities for those who wish to improve their qualifications as per the Government of H.P./UGC rules and regulations.
  - There are also government schemes in place to provide loans against PF for those who wish to buy/construct houses
  - Sick room in the college
  - Kero heater is provided to all teaching and non-teaching staff in winters.
- ❖ The following social welfare schemes of the H.P. Government and the Affiliating University have been implemented:
- Medical leave are given to the employees during his/her job period.
  - There is a provision of maternity/paternity leave for the staff.
  - Duty leave is given, if applicable.
  - An insurance policy of LIC named Group Insurance is given to the staff members whose premium is automatically deducted from their salary.
  - Medical allowances/reimbursement

### **6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?**

- T.S Negi Govt. degree is Government College and is governed under the H.P. govt./UGC/Central services rules. The staff of the college as per government rules can be transferred/ retained as per govt. policies. However, every effort is made to retain deserving Self finance/PTA faculty by providing them incentives as per govt. rules and regulations.

## **6.4 Financial Management and Resource Mobilization**

### **6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?**

- The effective and efficient use of available financial resources of the college is ensured through a proper system. First of all for any purchase/repair to be made a proper demand in writing is made by the concerned department/committee with full details of requirement of the apparatus, equipment, maintenance, infrastructure etc. to the Principal. The Principal scrutinizes the application and directs the department/ official concerned/committee to inspect and present its report in writing and then he direct them to invite quotation of reputed concerns as per the rules. A meeting of purchase committee is held on the receipt of the quotation/ tenders. The Principal forwards the tender quotation/tenders recommended by the purchase committee to the management for final

approval. Purchases are finally made on the approval and sanction of management. All the official formalities are completed and done viz. preparation of voucher/ stock entry/ and issue of cheques to the concerned parties/ suppliers and the record Maintain.

**6.4.2 What is the institutional mechanism for the internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance?**

- Yes, the institution has a mechanism for internal and external audit. The internal audit is carried by the college Bursar and a registered charter accountant. External audit is carried out by an auditor deputed by the state govt. This is an annual process and done during the end of the year. The accounts of self financing courses, UGC grants, NSS and PTA funds are audited annually by a chartered accountant. Accounts are audited regularly; there is no major audit objection.

**6.4.3 What are the major sources of institutional receipt/ funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/ corpus available with institutional, if any.**

- ❖ The college's major sources of funding are as follows:
  - Total fee collected from the students.
  - Various grants received from UGC.
  - Conference grants received from HRD/DST/UGC.
  - Grant – in –aid for P T A teachers
  - Self finance courses fee

**Financial resources of the college (app. Amount) last four years**

Items	2010-11	2011-12	2012-13	2013-14	2014-15
Amount on salaries of faculty and non teaching staff from state govt.	6500000	4600000	9840000	12500000	12876653
Amount on books and journals from UGC scheme	720000	nil	nil	nil	nil
Amount on building development from State capital	8400000	nil	nil	nil	nil
Amount on electricity,	197117	29605	271819	273606	81493

water, telephone						
Amount on laboratories, field trips(UGC) etc.	473314	nil	nil	73661	152509	

### INCOME AND EXPENDITURE STATEMENT OF LAST FIVE YEARS

SESSION	University Fund		R&R		Physical Education Fund		Library Fund	
	I	E	I	E	I	E	I	E
2010-11	54946	52851	27304	nil	11526	nil	nil	nil
2011-12	26701	8543	30829	35000	10984	700	20643	49895
2012-13	77043	65455	19733	11000	10550	nil	17670	895
2013-14	81557	68883	34126	30000	13623	nil	20335	5805
2014-15	203718	41371	30283	1000	18194	nil	30787	5618

SESSION	PTA		AMALGAMATED FUND		BUILDING FUND	
	I	E	I	E	I	E
2010-11	310562	219652	258633	219300	63520	nil
2011-12	234716	182227	197548	216925	56173	nil
2012-13	235295	172115	167644	184512	165825	nil
2013-14	98602	216961	314981	307776	47292	129357
2014-15	456881	164875	808067	62864	75299	51868

6.4.4. Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

- PTA is functional in the institution since 1996 and it is able to meet the various financial exigencies. This fund is utilized for students' welfare. Self financing courses like BCA and PGDCA are also running in the college.

Financial resources of the college (app. Amount) last four years

	2011-12		2012-13		2013-14		2014-15	
<b>Grant - in - aid for P T A teacher</b>	180000		216000		324210		624000	
<b>Fee from self funded courses</b>	<b>Incom e</b>	<b>Expend iture</b>	<b>Income</b>	<b>Expen diture</b>	<b>Income</b>	<b>Expendit ure</b>	<b>Income</b>	<b>Expendit ure</b>
<b>BCA/P GDCA</b>	724365	458061	821953	498988	512359	697398	484356	686183

## 6.5. Internal Quality Assurance System (IQAS)

### 6.5.1. Internal Quality Assurance System (IQAS)

- Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?
  - ❖ Yes, the institution is having its Internal Quality Assurance Cell. IQAC has been actively functioning in the college since 2013 with the thrust on academic and administrative excellence. Quality sustenance and enhancement were the two major objectives of the Institution. After creating an academic environment for promotion of quality and accountability, the IQAC has been evolving novel avenues to take the college nearer to its goals and objectives.

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focussing on the core values identified by NAAC. The academic quality of the institution is maintained by the teaching and learning processes. The administrative quality is maintained by the effective functions carried out by the various committees. The academic quality of the institution is evaluated on the basis of the curricular aspects, especially the performance of the students in their examinations. The main task of IQAC being quality assurance, planning and monitoring the projects undertaken, it accomplishes through the following:

- Taking feedback from students
- Maintenance of academic records
- Review of records by teachers
- Performance record of various committees
- Meeting with HODs
- Staff meetings
- consolidating the feedback responses from the students, parents, and other stakeholders.
- Disseminating information on the various quality parameters of higher education
- Inculcating nationalistic/ patriotic sentiments
- Imparting value based education
- Facilitating the College Advisory Committee in creating a learner centric environment conducive for quality education

**b) How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?**

❖ The Management has approved the following proposals of IQAC:

- Separate Arts block and Administrative block to house the arts faculty separate faculty rooms and class rooms including additional smart class rooms
- Separate Library block, Auditorium/Multi-purpose Hall is urgently needed
- Ramp for physically challenged student
- Guest House, Sports and Recreation centre
- Acquire land for residence with govt.'s permission
- Parking facility, green house, water harvesting solar energy system, disaster related equipments and fire safety equipments.
- Requirement of boy's hostel
- Renovation of the girl's hostel: improve the intake capacity, toilet facilities, kitchen and common room
- Principal residence and residential houses for the teaching and non-teaching staff
- Multi-Media centre
- Computerisation of all academic and administrative blocks
- Library computerisation is required and process of connecting to INFIBNET network is ongoing

- The college needs to provide research facilities to the members so that they can pursue their research goals and be linked to the latest development in their respective area of specialisation
- For academic excellence it has been purposed for small class rooms, additional rooms and furniture
- Generators are needed as there is frequent power failure.

❖ Decisions Implemented: Student welfare activities and Students Leadership Development Programmes

- Computerisation of all academic and administrative blocks has been done
- Library has been computerised
- Generators are installed
- One smart classroom has been established and furnitures purchased
- Fire safety equipments has been purchased and installed
- Faculty competency and development programs like Training in Computers

c). Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

- NO

d) How do students and alumni contribute to the effective functioning of the IQAC?

- The old students of this institution can be found in different fields of govt and public sectors. As a mark of respect and gratitude to their alma mater which has shaped and chiselled their personalities, they render valuable service to the college by, delivering lectures on their areas of specialization, giving their valuable suggestions on curriculum designing and other aspects of functioning of the college.
- Suggestions (both formal and informal) from student forums based on their feasibility are accepted to improve the system.
- Initiatives by students are encouraged and channelized.
- The College student Central association plays a Proactive role in ensuring participation of students in cultural and social activities and competitions. Hence students' talent is properly nurtured.
- Award / reward / incentive initiatives are being practiced.
- Student's feedback on course, subject, syllabus, grievance redressing and expectations is considered in the right earnestness for quality sustenance.
- Periodic workshops and seminars for students are arranged by the college using both external and internal resources on orientation, learning/evaluation methods, library reference, ICT and employability, career guidance & counselling and leadership qualities.

e) How does the IQAC communicate and engage staff from different Constituents of the institution?

- The composition of IQAC comprising of principal of the college, senior members of staff and office superintendent. The IQAC holds meetings with the HODs and other staff members under the chairmanship of the principal for the planning and implementation of quality enhancement measures and the decisions taken are communicated to the staff and students through in-house meetings of various committees for effective execution. The ideas are put forward and suggestions are invited and decisions are taken accordingly. Circulars are sometimes sent to gather information or to convey

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If yes, give details on its operationalisation.

College have an integrated framework for Quality assurance of the academic and administrative activities. This system is aimed at assessing the institutional processes for the purpose of identifying the strengths, limitations and challenges. The college has developed Quality assurance mechanism within the existing academic and administrative system. These are as follow:

- Effective implementation of the academic calendar received from the Director of Higher Education ,Himachal Pradesh , Shimla
- Formation of Societies under Different Streams
- Taking class-tests periodically and also mid-term tests under CBCS to evaluate students.
- Administrative and college committees
- Formation of PTA executive body
- Organising Seminars, debates, declamations, quiz competition, poster making, collage making etc. where the students develop communication and organising skills
- Formation of the College Students Central Association (CSCA).
- Tutorial classes
- Training of faculty for use of ICT
- Appointment of Bursar
- Decentralized system of administration
- Training of office staff to handle computers
- Internal Anti copying Squad

- Teachers deliver a weekly tutorial on value and ethics based education
- Special attention is paid for the upliftment of weaker sections of students by taking remedial classes
- Internal and external audit of accounts ensure proper utilization of financial resources
- Career oriented lectures are delivered by the experts in their concerned fields under the aegis of "career counselling and guidance cell".
- Outgoing students' feedback serves as a reformative measure for the college administration.
- The Purchasing committee as per H.P. Govt. guidelines is constituted for the each academic session.

Thus, the institute has inbuilt mechanisms to ensure adherence to rules and regulations, proper utility and corrective measures.

**6.5.3 Does the institution provide training to its staff for effective Implementation of the Quality assurance procedures? If 'yes' give details enumerating its impact.**

- The institution ensures that the decisions based on the findings of the IQAC are fully adhered to. The academic as well as the administrative working is further smoothened by the time to time guidelines issued by the department of education and U.G.C. Besides training sessions organized by H.P. University, H.P. Govt, U.G.C. is very helpful for teaching as well as the non-teaching staff. The functions of the Institution and its academic and administrative units are governed by the principles of participation and transparency. The Institution makes it a point that all the staff members are acquainted with the latest techniques for the quality assurance. Non teaching staff members are oriented from time to time for **effective time-Management, courtesy, behavioral and psychosocial counseling for developing commitment and dedication towards the Institution.** Every year many of the staff members attend the Orientation and Refresher courses. (\*Details of the Training is kept in Departmental File)

**6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

- The institution is affiliated to H.P. University Shimla. The university officials and the officials from directorate of education make surprise visits in the college to check academic and other activities. The comments and the

suggestions made by the officials are given serious attention. Teachers are assessed by the student's results. IQAC maintains a complete record of the CCA which comprises of the marks obtained by a student in minor test 1 and 2, marks awarded for assignments /seminar/term paper/quiz etc and marks for attendance. This information is used to monitor the progress of each student. The feedback from the students is especially useful in reviewing the teaching learning outcomes and for self appraisal of the teachers. Suggestions are made on the basis of the outcome. The teachers are encouraged to maintain course files.

**6.5.5. How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

Our internal quality assurance mechanisms are completely aligned with the requirements and our IQAC works for planning, implementing, reviewing and improving the performance of the institution. Its yearly performance report submitted to the AQAR - provides the institution the opportunity to take stock of its strengths, weaknesses, opportunities and threats every year, and to rectify shortfalls detected at the right time. The functioning of the college remains always geared to the threshold quality criteria set by its vision and mission, and this ensures:

- Improved Quality of teaching and learning
- Increased use of ICT in classrooms
- Increase in Projects, National/International Seminars, Paper Publications and Presentations
- Faculty Encouraged and trained for e-content development, use of virtual lab and other innovative methods of teaching and learning
- Augmentation of infrastructure which facilitate all the above functions

**6.5.6. What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

- ❖ College has excellent institutional mechanisms to continuously reviewing the teaching learning process. Besides academic excellence, emphasis is given to molding and forming students who are sensitive to their surroundings and socially responsible. Though the curriculum is designed by the University, the goals and objectives of the College are transmitted to the students through the efforts of the Faculty by teaching beyond classroom and beyond the curriculum.
- ❖ The institution is regulated by the regulations of HP University and complies with the instructions of the University.
- ❖ The structural and institutional mechanism for teaching learning process is very well-defined:
  - \* The time table is framed in accordance with the credit hours allotted to each course by the HPU CBCS guidelines.

- \* Attendance is compulsorily taken for every lecture.
- \* Laboratory hours are fixed.
- \* Examination sheets are evaluated within the stipulated time period.
- \* Monthly absentee statement is submitted to the office
- \* Record of internal assessment is maintained by each teacher and remedial measures are taken.
- \* The faculty is encouraged to take surprise test and organize quiz etc.
- \* The principal and faculty take rounds in the college campus to ensure discipline

#### ❖ **Structure and Methodology of Operation:**

- The calendar of activities for the upcoming session is discussed before the year begins in a general staff meeting. Dates for important events, celebration of festivals, Inter College Youth Festival, departmental activities, Seminars, Workshops etc are tentatively decided. General staff meetings are held throughout the year during which important decisions are made. The teaching staff has an organized schedule to complete the syllabi. Teaching plans including time schedules are prepared by each department before the beginning of each session. These are regularly reviewed and restructured. The Principal meets Heads of Departments to ensure that syllabi are adequately covered. The College conducts assessment of the students at regular intervals, through class tests, Seminars and assignments. Details of the evaluation methods and schedules are communicated to the students through prospectus and notices. Students take up one exam in the first term and one before the annual exam. The internal examination results are announced within two weeks of the examination and answer scripts are returned to the students. The progress report of the students is sent to the parents/guardians.
- In addition, the teachers adopt innovative methods of assessment like book review, open book tests, question banks, assignments etc. The lecture methods of teaching are supplemented by the use of Audio Visual Aids, Projects, Seminars, **Field trips and other practical supplementary aids**. Extracurricular activities are held to develop aesthetic potential and team spirit.
- Besides regular classroom learning, **Field trips, Industrial visits**, in-service training and working at the industrial training unit provide a taste of real life situation.
- ❖ **Outcomes of review are as follows:**
  - Add- On Courses: To provide **vocational component** and to supplement the curriculum, three Add on courses and many certificate courses conducted
  - ICT / smart class room developed
  - Feedback: On the basis of feedback collected and processed, improvement made in mode and content of teaching
  - Assessment: Choice based Semester System, Internal assessment etc., introduced in UG as per earlier suggestions and as directed by the University
  - Training courses provided to faculty, based on feedbacks received from stakeholders

6.5.7. How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- Regarding the communications of its quality assurance policies, mechanisms and outcomes, college has evolved a strategy to network with the stakeholders on different platforms like Parent Teacher Meet, Alumni and various committees with a fair representation of students. The communication regarding the quality assurance policies is carried out through the Heads of Departments, IQAC contact persons, teachers and IQAC class representatives. Meetings of stakeholders, discussions, talks, seminars, alumnae annual report, college magazine, handbook etc., are the other modes of communication. But the best and the most accessed medium is the college website. The IQAC in the planning process considers feedbacks collected from all the stakeholders to prepare perspectives on development. These developmental perspectives are discussed in the respective meetings of Advisory committee, Parent Teacher Meet and Alumnae Meet. The reflections of the meetings are incorporated in the plan. The college administration is very receptive to the stakeholders to record their opinions, suggestions and objections for constructive developments of the institution.
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## CRITERIA VII

### Innovations and Best Practices

#### 7.1. Environment Consciousness

##### 7.1.1. Does the institute conduct a **Green Audit** of its campus and facilities?

- The institute conducts a Green Audit of its campus from time to time. Many initiatives have been taken in this regard to make the institute's environment eco-friendly.

##### 7.1.2. What are the initiatives taken by the college to make the campus eco-friendly?

- ❖ Various initiatives have been taken by the institute to make the campus eco-friendly. Consequently, the following steps have been taken by the college:
  - Under campus cleanliness programme initiative N.S.S. organizes yearly campus cleaning campaign in the college campus. The students volunteers and N.S.S. participate keenly in this drive and has been taking place since 1995
  - In session 2014-15 under cleaning campaign students of the college in association with N.G.O. Pragya took initiative of "Polythene Hathao" campaign in the college and in the market area.
  - To curb environmental pollution and keep the campus clean the unwanted waste material such as dropped leaves from the campus, dead plants waste papers and food waste etc are collected and taken to Sharbo for vermi composting.
  - College staff takes extra initiative to have minimum carbon footprint. Office and staff take double side photocopy and print when necessary
  - The computers electrical appliances bare kept off when not required and natural day light is preferred.
  - The staffroom rarely was Styrofoam and paper cups etc.
  - The washrooms consume less water as water is stored in for usage for economical usage rather than running water.
  - Energy is converted by the usage of energy efficient CFL and Tube lights.

#### 7.2. **Innovation**

##### 7.2.1. Give details of innovations introduced during the last four year which have created a positive impact on the functioning of the college.

The college is the only higher education institute in the district with population of more than 40000 people.

The students are culturally secluded and to compete with the changing global scenarios and stand in modern world the institute has strived hard to build its infrastructure and intellectual capabilities. The college believes in enhancing the level of students awareness, perception, reasoning and learning ability, along with knowledge in everyday life matters and current issues which are helping over all personality development of the students. The students in our rural area belong to weak economic and uneducated backgrounds. This very reason makes our work all the more challenging and interesting at the same time. The students need extra motivation to engage in knowledge and skill development activities because many do not think earning a three year degree programme as they are obligated to carry on their traditional occupation like farming and horticulture back home. Thus the institute tries its very best to enrich the students by introducing them to new methods of technology, quality and value education besides regular curriculum, sensitizing them to cultures and lifestyles unknown to them while still retaining a sense of value for their own, introducing them to new means of livelihood, making them aware of new policies and schemes by Government for tribal area as ours, helping them address their weaknesses and providing them opportunities to improve upon these weaknesses. The college has introduced varied infrastructural and intellectual innovations as means of enriching our tribal youth and tribal society at large.

The college infrastructure is well developed to cater the needs of our students.

- College has two computer labs with 47 computers which can be accessed by students as per requirements.
- There are three smart class rooms
- Language lab is established in the college.
- Science departments of Botany, chemistry, Physics and Zoology are computerized along with geography department and staff room with internet facility.
- The college office and university branch is also computerized.
- The college library is well stocked and has 12396 books in it and is currently in the process of being connected to INFLIBNET.
- The college also has computers issued to various committees as N.S.S., Rover-Rangers, Remedial and career counseling.
- To maintain congenial environment in the college nine C.C.T.V.'s have been installed.
- For uninterrupted power supply college has two electric generators.
- For safety of the college and to avert any unwanted mishappening fire extinguishers been installed at strategic places in the campus.
- Since college has shortage of classrooms, a lightweight structure is proposed to be built soon for overcoming this shortage and having an auditorium of its own.

### 7.3. Best Practices

#### 7.3.1. Title of the practice:

Perpetually enhancing the infrastructure and human resources to realize our potential for excellence.

#### 7.3.2. Goal:

The students are groomed not only through their regular curriculum but also by various intellectually motivating courses and programmes which add to learning and education of the students.

#### 7.3.3. The Context:

Due to increase in number of courses and number of students, the need for infrastructure development has to be met with, from time to time. In the mission to give an environment which is conducive for the teaching learning process, infrastructural facilities and the faculty enrichment play a vital role. The institution endeavours to provide all possible practical and procedural support by improving the infrastructure facilities and also to appoint additional staff (on part-time basis) to meet the growing needs of the institution.

#### 7.3.4. The Practice

- The teachers of the institute always emphasize in enlisting good values and civility within students throughout their association with the students within and outside the classes.
- Career counseling cell of the college conducts a counseling session of all the provisionally admitted students for better guidance and assistance. Resource persons outside the institute are regularly invited to guide the students for career options and personality development.
- ~~Innovative initiative cell guided the students interested in research~~ methods to be applied while writing and making report on Heritage Status of Kalpa Village. This involved field trip to the village and making students aware of the cultural heritage they have inherited from their ancestors.

#### 7.3.5. Evidence of success:

~~Equal opportunity initiative~~ conducted a workshop for equal opportunity among ST/SC/OBC. The students were made aware of the various schemes of the government to set up industry and loan facilities available to promote entrepreneurship and self employment opportunity among youth. Gender Sensitization Campaign was initiated by the college and three workshops were conducted by faculty of the college the resource persons who were involved were Senior Medical Officer of District Kinnaur R/Peo, Clinical Psychologist of District Hospital Kinnaur R/Peo and senior faculty members of the college. These resource persons visited other institutes and Panchayats and spreaded awareness regarding the issue.

Academic/Cultural/Sports excellence done by the college students:

- Fourth position in BA 2008-2009 in HP University Shimla.
- 10<sup>th</sup> position in BA 2008-2009 in HP University Shimla.

S.No	Events	2010	2011	2012	2013	2014	Remarks
1.	Inter-College Youth Festival Group I	First Position in COLLEGE AZ	--	---	--	---	Highly commended
2	Inter-College BOXING Championship WOMEN	----- ---	GOLD=01 (Ashita)  SILVER=01 (Kiran)	GOLD=02 (Ashita & Jamna Negi)  SILVER=04 (Priya Thakur, Ratten Kumari, Sona Devi & Prem Kumari)	GOLD=02 (Priya Thakur & Rajan)	GOLD=01 (Priya Thakur)	Priya Thakur was selected and participated in All India Inter-College Boxing Championship held in Banaras University
3	Inter-College BOXING Championship MEN	----- ---		SILVER=02 (Vikram & Harjinder)  BRONZ=01 (Gaurav)	SILVER=01 (Harjinder)  BRONZ=02 (Gaurav & Vikram)	SILVER=01 (Gaurav)	Overall 2 <sup>nd</sup> Position during session 2012-13

4	Inter-College ATHLETIC Championship MEN/WOMEN	----- ---	SILVER=01 (Rishi in Discuss Throw)	GOLD=01 (Rishi in Discuss Throw) Sandeep 4 <sup>th</sup> position in High Jump	----- ---	BRONZE=01 (Sandeep in High Jump) BRONZE=01 (Dharian in Polt Volt)	
5	Inter-College Youth Festival Group III	----- ---	2 <sup>nd</sup> Position	----- ---	1 <sup>st</sup> Position in 47 colleges		Commended in session 2011-12 Highly commended in session 2013-14

### 7.3.6 Problems encountered and Resources required:

- The college is located in a sliding prone area so special types of resources are required according to the geographical location of the institutes.
- With the introduction of CBCS, our prime concern is shortage of teaching staff and infrastructure in terms of class rooms which need attention at priority.
- Getting approvals and budget sanctions is a time consuming process.

# **E: Evaluative Reports of the Departments**

## Evaluative Report of the Department of Botany

(1). Name of the department: Botany

(2). Year of Establishment: 1997

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Sc. 3<sup>rd</sup> year).

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Sc. students.

(6). Participation of the department in the courses offered by other departments: The students of Botany department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No.of Years of Experience
Dr. H C Negi	M. Phil., Ph.D.	Assistant Professor	15 Years

(9). Student-teacher ratio: 36:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(01).

(11). Departmental project funded by UGC: Nil

(12). Publications: 04 (List attached)

(13). Seminars: 03

(14). Student profile programme/course-wise:

**For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.Sc.Isem(Major)	06	06	01/05
B.Sc.Isem(Minor)	15	15	03/12
B.Sc.IIIsem(Major)	01	01	00/01
B.Sc.IIIsem(Minor)	07	07	02/05
B.Sc.IIIyear	07	07	01/06

**(15). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.Sc.I	100%	Nil
B.Sc.II	75%	25%
B.Sc.III	86%	14%

**(16). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(17). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115

2014-15	02	NIL	12	171	02	187
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**(18). Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger & red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

**(19). Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

**(20). Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club, gender sensitisation programme and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

**(21). SWOC analysis of the department and Future plans**

**Strength:**

- The departmental laboratory is well equipped.

**Weakness:**

- Books on advanced topics are not available in the departmental library.
- Extension and consultancy services are not up to the level.
- Less extracurricular activities due busy schedule under RUSA system.

**Opportunity:**

- Medicinal plant identification and its uses
- To study the flora of this district.
- Science graduate students of this institution can get admission in different universities like agriculture, horticulture, veterinary etc.

**Challenges:**

- Low calibre of students at the entry level
- Financially poor students
- Limitations of CBCS Syllabi

**Future Plan:**

- Start PG programme in Botany
- Apply for major/minor projects
- An ISSN Journal from the Department

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## Evaluative Report of the Department of Chemistry

(1). Name of the department: Chemistry

(2). Year of Establishment: 1997

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Sc III year).

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Sc. students.

(6). Participation of the department in the courses offered by other departments: The students of Chemistry department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	---	---
Associate Professors	---	---
Assistant professors	02	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Mr. Gopi Chand	M.Sc.	Assistant Professor	05 years

(9). Student-teacher ratio: 73:1

(10). Number of teaching faculty with Qualifications of: P.G. (01)

(11). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.Sc. 1 <sup>st</sup> Semester. (Major)	15	15	6/9
B.Sc. 1 <sup>st</sup> Semester. (Minor)	29	29	10/19
B.Sc. 3 <sup>rd</sup> Semester. (Major)	07	07	4/3
B.Sc. 3 <sup>rd</sup> Semester. (Minor)	10	10	4/6
B.Sc. 3 <sup>rd</sup> year	12	12	3/6

## (12). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.Sc.1 <sup>st</sup> Semester	100%	Nil
B.Sc. 3 <sup>rd</sup> Semester	76%	24%
B.Sc. III year	92%	8%

(13). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, well equipped laboratory, internet facilities and ICT/Smart classroom also available in the College.

(14). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited.

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115

2014-15	02	NIL	12	171	02	187
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(15). **Details on student enrichment programmes** : Science club, Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(16). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test Practical and assignments to the students.

(17). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society like tree plantation, cleanliness drives in the campus and in nearby villages, creating awareness in the society about national integration, blood donation and other social aspects.

**(18). SWOC analysis of the department and Future plans**

**Strength:**

- Term paper writing/ class room seminars.
- Participation of students in clubs and societies.
- Positive response of students to faculty guidance
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Reading habits and utilization of library to be enhanced.
- Less extra co-curricular activities.
- Lack of PG course
- Shortage of permanent teachers

**Opportunity:**

- Student's progression for higher education.
- To make our student ready for the global competition.
- Raising awareness among rural people to educate girls.

**Challenges:**

- Lack of excellence among students due to the poor academic background of the families.
- To educate the students coming from the diverse group of the society.
- To improve the communication skill of the students in this global scenario.
- Insufficient number of regular faculty

**Future Plan:**

- Apply for the major/minor projects.
- International/National seminar per year.

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## Evaluative Report of the Department of Zoology

(1). Name of the department: Zoology

(2). Year of Establishment: 1997

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Sc III year).

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Sc. students.

(6). Participation of the department in the courses offered by other departments: The students of Zoology department have taken different subjects from other department.

(6). Participation of the department in the courses offered by other departments: The students of Zoology department have taken different subjects from other department

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	--	--
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Mr. Devender Singh	M.Phil.	Assistant Professor	06 Years

(9). Student-teacher ratio: 32:1

(10). Number of teaching faculty with Qualifications of: M.Phil (01)

(11). Publications: 04 research paper (List attached) and one book published (detailed attached)

## (12). Student profile programme/course-wise:

For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.Sc. 1 <sup>st</sup> Semester. (Major)	09	09	02/07
B.Sc. 1 <sup>st</sup> Semester. (Minor)	17	17	03/14
B.Sc. 3 <sup>rd</sup> Semester. (Major)	03	03	01/02
B.Sc. 3 <sup>rd</sup> Semester. (Minor)	06	06	03/03
B.Sc. 3 <sup>rd</sup> year	06	06	01/05

## (13). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.Sc.1 <sup>st</sup> Semester	100%	Nil
B.Sc.3 <sup>rd</sup> Semester	78%	22%
B.Sc. 3 <sup>rd</sup> Year	83%	17%

(14). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, well equipped laboratory, internet facilities including WiFi and ICT/Smart classroom also available in the College.

(15). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50

2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(16). **Details on student enrichment programmes :** Science club, Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(17). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test, Practical and assignment to students.

(18). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) by organizing social awareness camps and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the college.

(19). **SWOC analysis of the department and Future plans**

**Strength:**

- Well equipped Zoology laboratory
- Participation of students in clubs and societies:
- Cordial relationship of faculty with students and their parents
- Keen awareness of social responsibility among the faculty and students
- Qualified faculty

**Weakness:**

- Books on advanced topics are not available in the departmental library
- Reading habit and utilization of library to be enhanced
- Shortage of faculty under the RUSA/CBCS

**Opportunity:**

- To develop career- oriented mind sets in students belonging to economically and socially poor background

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Limitations of CBCS Syllabi
- Insufficient number of faculty in the department

**Future Plan:**

- Apply for major/minor projects under UGC scheme
- One International/National Seminar per year
- More outreach programmes

## Evaluative Report of the Department of Physics

(1). Name of the department: Physics

(2). Year of Establishment: 1997

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Sc III year).

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Sc. students.

(6). Participation of the department in the courses offered by other departments: The students of Physics department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	02	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Dr. Raman Kumar	M. Phil., Ph. D.	Assistant Professor	6 Years

(9). Student-teacher ratio: 40:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(01).

(11). Publications: 12 (List attached)

(12). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.Sc. 1 <sup>st</sup> Semester (Major)	08	08	05/02
B.Sc. 1 <sup>st</sup> Semester (Minor)	25	25	14/11
B.Sc. 3 <sup>rd</sup> Semester (Major)	01	01	01/00
B.Sc. 3 <sup>rd</sup> Semester (Minor)	11	11	06/05
B.Sc. 3 <sup>rd</sup> Year	05	05	02/03

## (13). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.Sc. 1 <sup>st</sup> Semester	100%	Nil
B.Sc. 3 <sup>rd</sup> Semester	95%	05%
B.Sc. 3 <sup>rd</sup> Year	100%	Nil

(14). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities including WiFi, computational lab. and ICT/Smart classroom also available in the College.

(15). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited.

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50

2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(16). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(17). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

(18). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(19). **SWOC analysis of the department and Future plans**

**Strength:**

- Hardworking and persevering qualified teachers
- Positive response of students to faculty guidance
- 10 publication in national/international journals
- Well equipped laboratories in the department
- Use of ICT
- Computer Lab

**Weakness:**

- Books on advanced topics are not available in the departmental library
- Extension and consultancy services are not up to the level
- Reading habit and utilization of library to be enhanced

**Opportunity:**

- To develop career- oriented mind sets in students belonging to economically poor background

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Time constraint due to the tight schedule of CBCS syllabus
- Heavy syllabus leading to lack of time for giving personal attention to students

**Future Plan:**

- Apply for major/minor projects
- One International/National Seminar per year
- An ISSN Journal from the Department
- Personality development classes

## Evaluative Report of the Department of Mathematics

(1). Name of the department: Mathematics

(2). Year of Establishment: 1997

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Sc III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Sc. students.

(6). Participation of the department in the courses offered by other departments: The students of Mathematics department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	Vacant

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience

(9). Student-teacher ratio: 54:1(vacant)

(10). Number of teaching faculty with Qualifications of: Ph.D.(00),

(11). Publications: Nil

(12). Student profile programme/course-wise:

For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F

B.Sc./B.A 1 <sup>st</sup> Semester (Major)	09	09	03/06
B.Sc. /B.A 1 <sup>st</sup> Semester (Minor)	23	23	10/13
B.Sc. /B.A 3 <sup>rd</sup> Semester (Major)	06	06	03/03
B.Sc. /B.A 3 <sup>rd</sup> Semester (Minor)	10	10	04/06
B.Sc. /B.A 3 <sup>rd</sup> Year	06	06	02/04

**(13). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.Sc. /B.A 1 <sup>st</sup> Semester	100%	Nil
B.Sc. /B.A 3 <sup>rd</sup> Semester	100%	Nil
B.Sc. /B.A 3 <sup>rd</sup> Year	100%	Nil

**(14). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(15). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

**(16). Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

**(17). Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical.

**(18). Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

**(19). SWOC analysis of the department and Future plans**

**Strength:**

- Good team spirit among faculty
- Paper presentations & Publications
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Books on advanced topics are not available in the departmental library
- Extension and consultancy services are not up to the level
- Reading habit and utilization of library to be enhanced
- Insufficient computer facility

**Opportunity:**

- To develop career- oriented mind sets in students belonging to economically poor background

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Limitations of CBCS Syllabi
- Heavy syllabus leading to lack of time for giving personal attention to students

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## Evaluative Report of the Department of English

(1). Name of the department: English

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate Programme offered B.A.1st Semester to VI Semester of compulsory/Functional/Hobby-Skill based course

(4). Name of the interdisciplinary courses: Interdisciplinary course of Compulsory/Functional/Hobby-Skill based courses offered to B.Sc and B.Com students.

(5). Annual/semester/choice based credit system:

English Department participates activity along with other departments by offering inter departmental course such as communicative English with department of Computer Sciences and communicative English & Organizational behaviour with Department of Commerce.

(6). Participation of the department in the courses offered by other departments: The students of Physics department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	Nil	Nil
Associate Professors	Nil	Nil
Assistant professors	02	02

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Sh. Rajesh Negi	M.A, M. Phil	Assistant Professor	10 Years
Mrs.Shailja Thakur Negi	M.A, M.Phil (Pursuing Ph.D.)	Assistant Professor	6 years

(9). Student-teacher ratio: 349:2

(10). Number of teaching faculty with Qualifications of: M.Phil.(02), P.G. (-).

(11). Publications: Nil

**(12). Student profile programme/course-wise:****For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.A.Ist Sem.(Major)	04	04	1/3
B.A.Ist Sem.(Minor)	06	06	3/3
B.A.III Sem.(Major)	04	04	1/3
B.A.IIIrd Sem.(Minor)	18	16	02
BA/B.Com/B.Sc Ist Sem. Comp. Ist Sem. Func.	230	230	75/155
BA/B.Com/B.Sc IIIrd year	87	87	34/53

**(13). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.A. Ist sem	100	00
B.A. IIIrd sem	100	00
B.A. Compulsory	92	08
B.A.Functional	98	02

**(14). Detail of infrastructural facilities:** The department makes use of college's infrastructural facilities such as library and smart class room for seminars & presentations, Besides this the department has a functional Language Lab which helps students of English as well as Computer and Commerce Department to learn communicative English. The teachers of the department make use of Internet facility via P.C's present in the staff room

**(15). No. of students receiving financial assistance:**

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total

2010-11	01	---	06	55	NIL	62
2011-12	01	---	12	58	NIL	71
2012-13	01	---	05	44	NIL	50
2013-14	---	01	06	108	NIL	115
2014-15	02	---	12	171	02	187

**(16). Details on student enrichment programmes :** The department undertakes many programmes for students enrichment along with regular college programmes of NSS, Rover Rangers, Red Ribbon etc.

Like seminars by motivational speakers, Presentations, Counselling sessions, Quiz's, Project (in-housed by students and Remedial classes for spoken English and grammar.

**(17). Teaching methods adopted to improve student learning:** are Demonstration method via presentation in smart class rooms, Discussion in seminars session, Tests Written and oral and students group discussions in communicative English.

**(18). Participation in Institutional Social Responsibility (ISR) and Extension activities:** College and the students are fulfilling ISR or Institutional Social responsibility and Extension activities through N.S.S. Red Ribbon, Geography Society, Science clubs and societies creat awareness in the society about various Social and national issues.

**(19). SWOC analysis of the department and Future plans**

**Strength:**

- Well qualified, enthusiastic, hardworking and dedicated teachers, one having ten years of experience and another pursuing Ph.D. with five years of experience.
- Department is student friendly, providing extra attention to weak students and generating added interest in the subject among rest of the students.
- Providing classes on grammar besides regular classes to all the students for better understanding in the language.
- Using language lab to teach vocabulary and spoken English to increase efficiency of students in the language.
- Use of ICT

**Weakness:**

- Books on literature are less in number in the library.
- Girls of the academically and financially weak backgrounds are apprehensive in taking up the language.
- Extension syllabus requires more time to complete
- Students have less exposure among peers with respect to communicating in English.
- Lack of P.G. course as many students find it hard to move out of the district due to financial

**Opportunity:**

- Raising awareness among rural girl students with the opportunities available in English language.
- Informing/Providing students how knowledge of English language leads to basic life functional skill necessary in everyday life.
- Assisting and incur weak students to communicate in English.
- Making students understand how studying English language helps in critical thinking and analysis.

**Challenges:**

- Syllabus is heavy for under Graduate students giving their weak academic background and exposure in the language.
- Extracurricular activities which are an essential part of a balanced personality development in students.

**Future Plan:**

- Start P.G. programme in English.
- Start communicative and personality Development classes.
- Exposing students to working of organisation and how communications Skills (Oral & Written) are essential elements in its functioning.
- Start/Initiate interdepartmental and projects related to English language and its Co-relation to everyday workings.

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## Evaluative Report of the Department of Political Science

(1). Name of the department: Political Science

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of Political Science department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Kapoor Chand	M.Phil.	Assistant Professor	07 years

(9). Student-teacher ratio: 293:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(00), M.Phil (1)

(11). Student profile programme/course-wise:

For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.A.I(Major)sem	59	59	24/35

B.A.I(Minor)	108	108	43/65
B.A.III(Major)sem	30	30	07/23
B.A.III(minor)sem	48	48	11/37
B.A.III year	48	48	17/31

**(12). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.A.I sem	91%	9%
B.A.III sem	100%	Nil
B.A.III year	98%	2%

**(13). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(14). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

**(15). Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes. \*(Record is kept in office file)

**(16). Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

**(17). Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

**(18). SWOC analysis of the department and Future plans**

**Strength:**

- Hardworking and persevering qualified teacher
- Positive response of students to faculty guidance
- Participation of students in different co-curricular activities
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Reading habit and utilization of library to be enhanced
- Lack of teaching staff in the department

**Opportunity:**

- Rising awareness among rural people to educate girls.
- Professional and value oriented courses
- To make our students ready for the global competition.

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Time constraint due to the tight schedule of CBCS syllabus
- Insufficient number of regular faculty

**Future Plan:**

- Apply for major/minor projects
- National Seminar per year
- Personality development classes

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### Evaluative Report of the Department of Music (I&V)

(1). Name of the department: Music (I&V)

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of Music department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	02	02

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Dr. Sheela Kumari	M. Phil., Ph. D.	Assistant Professor(V)	14 years
Miss Vidya Mani	M. Phil.	Assistant Professor(I)	02 years

(9). Student-teacher ratio: 216:02

(10). Number of teaching faculty with Qualifications of: Ph.D.(01), M. Phil (01)

(11). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.A.1 <sup>st</sup> sem (Major)	08	08	03/05
B.A.1 <sup>st</sup> sem (Minor)	21	21	11/10
B.A.1 <sup>st</sup> sem (hobby)	61	61	27/34
B.A.3 <sup>rd</sup> sem (Major)	02	02	01/01
B.A.3 <sup>rd</sup> sem (Minor)	02	02	00/02
B.A.3 <sup>rd</sup> sem (hobby)	166	166	38/78
B.A.3 <sup>rd</sup> year	03	03	00/03

## (12). Diversity of students:

Name of the course	% of students from same state	% of students from other states	% of students from abroad
B.A. 1 <sup>st</sup> sem	100%	Nil	Nil
B.A.3 <sup>rd</sup> sem	100%	Nil	Nil
B.A.3 <sup>rd</sup> year	100%	Nil	Nil
BA/BSc/BCom 1 <sup>st</sup> sem (GI&Hobby)	98%	01%	01%
BA/BSc/BCom 3 <sup>rd</sup> sem (GI&Hobby)	95%	04%	01%

(13). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

(14). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna)	Total
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					Chawla Scholarship)	
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

**(15). Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

**(16). Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical.

**(17). Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

**(18). SWOC analysis of the department and Future plans**

**Strength:**

- Good team spirit among faculty
- Keen awareness of social responsibility among the faculty and students.
- Student friendly department.
- Well furnished separate music room in the both of the vocal and instrumental department.
- Student are bagging position in youth festival in different events regularly
- Term paper writing /class room seminar.
- Positive response of students to faculty guidance.

**Weakness:**

- Career oriented approach among the student regularly music is missing.
- Less contact for consultancy.
- Due to poverty students are unavailable to purchase musical instrument.
- Reading habit and utilization of library to be enhanced.
- Lack of smart classes and departmental library facilities.

**Opportunity:**

- To train the student professionally.

- Linkage to nearby research stationed and professional bodies' expansion of consultancy.
- Student's progression for Higher Education.
- Raising awareness among rural people to educate girls.
- To make our students ready for the global competition.

**Challenges:**

- Low caliber of student at the entry level.
- Time constraint due to the tight schedule of CBCS syllabus.
- Lack of excellence among students due to the poor academic background of the families.
- To educate the students coming from the diverse group of the society.

**Future Plan:**

- Start MA programme in music.
- International and national seminar per year.
- Apply for major/minor Projects.

## Evaluative Report of the Department of Physical Education

(1). Name of the department: Physical Education

(2). Year of Establishment: 1995

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Sc III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Sc. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Sc. students.

(6). Participation of the department in the courses offered by other departments:

The students of Physical education department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	---	---
Associate Professors	---	---
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Sh.Tanzin Nargu	M.Phil.	Assistant professor	8 years

(9). Student-teacher ratio: 83:01

(10). Number of teaching faculty with Qualifications of: Ph.D.(-), M.Phil (01))

(11). Student profile programme/course-wise:

**For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.A.1 <sup>st</sup> sem(Major)	05	05	02/03
B.A.1 <sup>st</sup> sem(Minor)	39	39	20/19
B.A 3 <sup>rd</sup> sem Major	02	02	02/00
B.A 3 <sup>rd</sup> semMinor	16	16	08/08
B.A 3 <sup>rd</sup> Year	21	21	12/09

**(12). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.A.1 <sup>st</sup> Sem	100%	Nil
B.A.3 <sup>rd</sup> Sem	87%	13%
B.A.3 <sup>rd</sup> Year	100%	Nil

**(13). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom, Gymnasium, sports room also available in the College.

**(14). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115

2014-15	02	NIL	12	171	02	187
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(15). **Details on student enrichment programmes** : Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(16). **Teaching methods adopted to improve student learning**: Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

(17). **Participation in Institutional Social Responsibility (ISR) and Extension activities**: College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(18). **SWOC analysis of the department and Future plans**

**Strength:**

- Qualified, dedicated and competent staff
- Expertise of faculty in different areas of specialization
- Well equipped Gymnasium in the college
- Sports room for indoor practice
- Student friendly department

**Weakness:**

- Lacking in completely developed play ground
- Students coming from far flung areas, devote less time for practice

**Opportunity:**

- To train rural youth, boys and girls in sports
- Raising awareness among rural people in sports.

**Challenges:**

- Time constraint due to the tight schedule of CBCS syllabus
- Insufficient number of regular faculty
- Special attention and concessions in internal exams necessary for sports Students

**Future Plan:**

- Alumna to be further strengthened
  - To developed more sports facility and play ground
- .....

## Evaluative Report of the Department of Sociology

(1). Name of the department: Sociology

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of Sociology department have taken different subjects from other departments.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	01(on PTA)

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Janak Negi	M. A.	Assistant Professor	15 Years

(9). Student-teacher ratio: 101:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(--), M.Phil (--), PG(01)

(11). Publications: Nil

(12). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.A.I(Major)sem	09	09	04/05
B.A.I(Minor)	43	43	12/31
B.A.III(Major)sem	06	06	02/04
B.A.III(minor)sem	20	20	09/11
B.A.III year	31	31	14/17

## (13). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.A.I	100%	Nil
B.A.II	100%	Nil
B.A.III	100%	Nil

(14). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

(15). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115

2014-15	02	NIL	12	171	02	187
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(16). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(17). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

(18). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects..

(19). **SWOC analysis of the department and Future plans**

**Strength:**

- Hardworking and persevering qualified teacher
- Positive response of students to faculty guidance
- Participation of students in different co-curricular activities
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Books on advanced topics are not available in the departmental library
- Extension and consultancy services are not up to the level
- Reading habit and utilization of library to be enhanced
- Less extracurricular activities

**Opportunity:**

- To develop career- oriented mind sets in students belonging to economically poor background
- Raising awareness among rural people to educate girls.

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Limitations of CBCS Syllabi
- Lack of English proficiency for students

**Future Plan:**

- Start PG programme in Sociology
  - International/National Seminar per year
- .....

## Evaluative Report of the Department of Public Administration

(1). **Name of the department:** Public Administration

(2). **Year of Establishment:** 1994

(3). **Name of Programmes:** Undergraduate CBCS (semester system) and Annual system(B.A III year)

(4). **Name of the interdisciplinary courses:** The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). **Annual/semester/choice based credit system:**

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). **Participation of the department in the courses offered by other departments:**

The students of Public administration department have taken different subjects from other department.

(7). **Number of teaching posts:**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	01

(8). **Faculty profile:**

Name	Qualification	Designation	No. of Years of Experience
Bhagwan Singh Negi	M.Phil	Assistant Professor	06 Years

(9). **Student-teacher ratio:** 91:1

(10). **Number of teaching faculty with Qualifications of:** Ph.D.(0), M.Phil (01), P.G.(0)

(11). **Publications:** Nil

(12). **Student profile programme/course-wise:**

**For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.A.Ist (Major)	02	02	0/2
B.A.Ist (Minor)	14	14	03/11
B.A./B.Sc./B.Com. Ist (Compulsory)	75	75	23/42
B.A.III Year	03	03	00/03

**(16). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.A.Ist (Major)	100%	Nil
B.A.Ist (Minor)	100%	Nil
B.A.III Year	100%	Nil

**(17). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(18). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(19). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(20). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

(21). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects..

(22). **SWOC analysis of the department and Future plans**

**Strength:**

- Good team spirit among faculty
- Positive response of students to faculty guidance

**Weakness:**

- Reading habit and utilization of library to be enhanced
- Less extracurricular activities

**Opportunity:**

- To develop career- oriented mind sets in students belonging to economically poor background
- Rising awareness among rural people to educate girls.

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Limitations of CBCS Syllabi
- Lack of English proficiency for students

**Future Plan:**

- Start PG programme in Public Administration
- International/National Seminar per year

## Evaluative Report of the Department of Economics

(1). Name of the department: Economics

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A students.

(6). Participation of the department in the courses offered by other departments: The students of Economics department have taken different subjects from other department. The faculty of this department is taking the classes of Commerce department

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Geeta Negi	Ph.D.	Assistant Professor	5 Years

(9). Student-teacher ratio: 75:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(1)

(11). No. of faculty with ongoing projects: Nil

(12). Departmental project funded by UGC: Nil

(13). Publications: Nil

(14). Seminars : Nil

**(15). Student profile programme/course-wise:****For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.A.Isem (Major)	12	12	2/10
B.A.I(Minor)	08	08	5/3
B.A.IIIsem (Major)	05	05	0/5
B.A.IIIsem (Minor)	02	02	1/1
B.A III Year	09	09	4/5
B.Com.Ist(minor)	39	39	20/19

**(16). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.A.Isem	100%	Nil
B.A.IIIsem	100%	Nil
B.A.III Year	100%	Nil
B.Com.I	100%	Nil

**(17). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(18). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71

2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(19). **Details on student enrichment programmes :** Career Counselling and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes various activities for the students of the college under enrichment programmes.

(20). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

(21). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(22). **SWOC analysis of the department and Future plans**

**Strength:**

➤ **Strength:**

- Term Paper Writing/Class room Seminars.
- Special lecture on the emerging topics.
- Participation of students in clubs and societies (Departmental).
- Positive response of students to faculty guidance
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Reading habit and utilization of library to be enhanced
- Less extra co-curricular activities
- Lack of smart classes and departmental library facilities

**Opportunity:**

- Students progression for Higher Education.
- To make our students ready for the global competition.
- Raising awareness among rural people to educate girls.

**Challenges:**

- Lack of excellence among students due to the poor academic background of the families
- To develop research instinct among the students.
- To educate the students coming from the diverse group of the society.
- To improve the communication skill of the students in this global scenario

**Future Plan:**

- Start PG programme in Economics
- Apply for major/minor projects
- International/National Seminar per year

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## Evaluative Report of the Department of Geography

(1). Name of the department: Geography

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A. III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of Geography department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Dharam Kirti	M. Phil	Assistant Professor	6 ½ years

(9). Student-teacher ratio: 280:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(Nil), M.Phil (01)

(11). Publications: Nil

(12). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.A.Isem (Major)	16	16	02/14
B.A.Isem (Minor)	68	68	14/54
B.A./B.Sc./B.Com. Ist Sem	105	105	42/63
B.A.IIIsem (Major)	06	06	01/05
B.A.IIIsem (Minor)	27	27	02/22
B.A./B.Sc./B.Com. IIIst Sem	58	58	16/42
B.A.III Year	13	13	04/09

## (13). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.A.I(Major/Minor)	100%	Nil
B.A.III(Major/Minor)	100%	Nil
B.A.III Year	100%	Nil

(14). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom, laboratory also available in the College.

(15). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total

2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(16). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(17). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical.

(18). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(20). **SWOC analysis of the department and Future plans**

**Strength:**

- Hardworking and persevering qualified teachers one of which is PhD
- Cordial relationship of faculty with students and their parents
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Economical, educationally poor and rural background of the students is the important hindrance to access for higher courses of education.
- Books on advanced topics are not available in the departmental library Extension and consultancy services are not up to the level
- Reading habit and utilization of library to be enhanced

**Opportunity:**

- There are so many opportunities found for the Geography students such as IAS, IPS, IFS and other Competitive Exams. B.A Geography student also have the opportunity for appearing cartographer, Agriculture Officers etc.,
- Faculties offer expertise in various fields so there is scope for consultancy development in our instructional area.
- Consultancy is to be developed with other university and industries.

**Challenges:**

- Since our college is in rural area, industries and industrial collaborations are lacking.
- The department of Geography had identified the poor and economically backward students from rural areas, whose academic and family back ground is very low. The IQ of these students is very low. So the department of Geography contacts those students personally and guide motivates them in all aspects.

**Future Plan:**

- The Department of Geography appeal to the higher authorities to introduce new U.G. Courses in B.A., i.e remote sensing, cartography, arial photography etc.,

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## Evaluative Report of the Department of Sanskrit

(1). Name of the department: Sanskrit

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A. III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of Sanskrit department have taken different subjects from other department. The faculty of this department is taking the classes of Commerce/Science department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Dr Vivek Sharma	Ph. D.	Assistant Professor	02 Years

(9). Student-teacher ratio: 41:1

(10). Number of teaching faculty with Qualifications of: Ph.D(01), M.Phil (--), P.G.(-)

(11). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.A.1 <sup>st</sup> (Major) sem	01	01	00/01
B.A.1 <sup>st</sup> (Minor) sem	04	04	01/03
B.A.3 <sup>rd</sup> (Major) sem	02	02	01/01
B.A.3 <sup>rd</sup> (Minor) sem	10	10	02/08
B.A.3 <sup>rd</sup> (Compulsory) sem	12	12	01/11
B.A.3 <sup>rd</sup> sem (Compulsory functional skill based)	09	09	01/08
B.A. 3 <sup>rd</sup> year	03	03	00/03

## (12). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.A./B.Com./B.Sc.1 <sup>st</sup>	100%	Nil
B.A.3 <sup>rd</sup> sem	100%	Nil
B.A.3 year	100%	Nil

(13). Departmental project funded by UGC: Proposal submitted

(14). Publications: 01 (List attached)

(15). Seminars: 01

(16). Detail of infrastructural facilities: The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

(17). No. of students receiving financial assistance : The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(18). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(19). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions and Class Test, lectures in open area in college campus(outside classroom) for development of innovative thinking.

(20). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(21). **SWOC analysis of the department and Future plans**

**Strength:**

- Hardworking and persevering qualified teachers with PhD
- Cordial relationship of faculty with students and their parents
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Insufficient faculty
- Reading habit and utilization of library to be enhanced
- Less extra co-curricular activities

**Opportunity:**

- Raising awareness among rural people to educate girls.
- To develop career- oriented mind sets in students belonging to economically poor background

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Time constraint due to the tight schedule of CCSS syllabus

- Heavy syllabus leading to lack of time for giving personal attention to students

**Future Plan:**

- 
- Inviting Resource person from reputed universities to motivate students
- Apply for major/minor projects
- International/National Seminar per year

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## Evaluative Report of the Department of Hindi

(1). Name of the department: Hindi

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A. III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of Hindi department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	---	---
Associate Professors	---	---
Assistant professors	01	01

(8). Faculty profile :

Name	Qualification	Designation	No. of Years of Experience
Balam Devi	M.Phil.	Assistant Professor	15Years

(9). Student-teacher ratio: 105:1

(10). Number of teaching faculty with Qualifications of: M. Phil. (01)

(11). Student profile programme/course-wise:

## For Session 2014-15

Name of the course	Applications received	Selected	Enrolled M/F
B.A.1 <sup>st</sup> sem (Major)	12	12	2/10
B.A.1 <sup>st</sup> sem (Minor)	47	47	13/34
B.A.3 <sup>rd</sup> sem (Major)	5	5	0/5
B.A.3 <sup>rd</sup> sem (Minor)	23	23	3/20
BA/BSc/ BCom 3 <sup>rd</sup> sem. (compulsory)	11	11	0/11
B.A. 3 <sup>rd</sup> year	7	7	1/6

## (12). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.A.1 <sup>st</sup> sem	97%	03%
B.A.3 <sup>rd</sup> sem	100%	Nil
B.A.3 <sup>rd</sup> year	100%	Nil

(13). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

(14). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71

2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(15). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(16). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

(17). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(18). **SWOC analysis of the department and Future plans**

**Strength:**

- Term Paper Writing/Class room Seminars.
- Special lecture on the emerging topics.
- Participation of students in clubs and societies (Departmental).
- Positive response of students to faculty guidance
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Reading habit and utilization of library to be enhanced
- Less extra co-curricular activities
- Lack of smart classes and departmental library facilities

**Opportunity:**

- Students progression for Higher Education.
- To make our students ready for the global competition.
- Raising awareness among rural people to educate girls.

**Challenges:**

- Lack of excellence among students due to the poor academic background of the families
- To develop research instinct among the students.
- To educate the students coming from the diverse group of the society.
- To improve the communication skill of the students in this global scenario

**Future Plan:**

- Start PG programme in Hindi

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## Evaluative Report of the Department of History

(1). Name of the department: History

(2). Year of Establishment: 1994

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.A. III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.A. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.A. students.

(6). Participation of the department in the courses offered by other departments: The students of History department have taken different subjects from other department.

(7). Number of teaching posts:

	Sanctioned	Filled
Professors	---	----
Associate Professors	---	---
Assistant professors	01	01

(8). Faculty profile:

Name	Qualification	Designation	No. of Years of Experience
Sh. Onkar Chand	M. Phil.	Assistant Professor	10 years

(9). Student-teacher ratio: 298:1

(10). Number of teaching faculty with Qualifications of: Ph.D.(--), M.Phil (01)

(11). Student profile programme/course-wise:

**For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.A.I sem (Major)	10	10	06/04

B.A.I sem (Minor)	36	36	18/18
B.A.IIIsem (Major)	03	03	00/03
B.A.IIIsem (Minor)	19	19	02/17
BA/B.Sc./B. Com.IIsem (Compulsary)	210	210	60/150
B.A.IIIyear	20	20	05/15

**(12). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.A.Isem	100%	Nil
B.A.IIIsem	100%	Nil
B.A.IIIyear	100%	Nil

**(13). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(14). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(15). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes. \*(Record is kept in office file)

(16). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions and Class Test

(17). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS, Red-Ribbon Club and different societies of the college by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

(18). **SWOC analysis of the department and Future plans**

**Strength:**

- Good team spirit among faculty
- Positive response of students to faculty guidance
- Cordial relationship of faculty with students and their parents
- Keen awareness of social responsibility among the faculty and students
- Student friendly department

**Weakness:**

- Alumna to be further strengthened
- Insufficient faculty
- More clerical work to the teacher

**Opportunity:**

- Raising awareness among rural people to educate girls.
- To develop career- oriented mind sets in students belonging to economically poor background

**Challenges:**

- Lack of excellence among students due to the poor family and academic background
- Time constraint due to the tight schedule of CBCS syllabus
- Insufficient number of regular faculty
- Heavy syllabus leading to lack of time for giving personal attention to students

**Future Plan:**

- Personality development classes

\*\*\*\*\*

## Evaluative Report of the Department of Commerce

(1). Name of the department: Commerce

(2). Year of Establishment: 2001

(3). Name of Programmes: Undergraduate CBCS (semester system) and Annual system(B.Com. III year)

(4). Name of the interdisciplinary courses: The students are offered interdisciplinary courses such as minor, compulsory and hobby subjects from different departments.

(5). Annual/semester/choice based credit system:

The department has offered annual programme for B.Com. classes before 2012-13, but after the implementation of RUSA in April, 2013 the department has adopted semester/choice based credit system for B.Com. students.

(6). Participation of the department in the courses offered by other departments: The students of Commerce department have taken different subjects from other department.

(7). Number of teaching posts:

	Sectioned	Filled
Professors	---	---
Associate Professors	---	---
Assistant professors	02	02

(8). Faculty profile :

Name	Qualification	Designation	No. of Years of Experience
Ms Vijaita Changkum	M. Phil	Assistant Professor	5 Years
Sh. Gaurav Sharma	M. Com.	Assistant Professor	2 years

(9). Student-teacher ratio: 173:2

(10). Number of teaching faculty with Qualifications of: M.Phil (01), PG(01)

(11). Publications: Nil

(12). Student profile programme/course-wise:

**For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.Com. 1 <sup>st</sup> sem (Major)	39	39	20/19
B.Com. 1 <sup>st</sup> sem (Minor)	39	39	20/19
B.Com. 1 <sup>st</sup> sem (Compulsory)	39	39	20/19
B.Com. 3 <sup>rd</sup> sem (Major)	24	24	08/16
B.Com. 3 <sup>rd</sup> sem (Minor)	24	24	08/16
B.A. 3 <sup>rd</sup> year	08	08	04/04

**(13). Diversity of students:**

Name of the course	% of students from same state	% of students from other states
B.Com. 1 <sup>st</sup> sem	100%	Nil
B.Com. 2 <sup>nd</sup> sem	100%	Nil
B.Com. 3 <sup>rd</sup> year	100%	Nil

**(14). Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

**(15). No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total
2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71

2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

(16). **Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

(17). **Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical.

(18). **Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

**(19). SWOC analysis of the department and Future plans**

**Strength:**

- Hardworking and persevering qualified teachers.
- Cordial relationship of faculty with students and their parents
- Keen awareness of social responsibility among the faculty and students

**Weakness:**

- Reading habit and utilization of library to be enhanced.
- Insufficient faculty.
- Less extra co-curricular activities.
- 

**Opportunity:**

- Raising awareness among rural people to educate girls.
- To develop career- oriented mind sets in students belonging to economically poor background.

**Challenges:**

- Lack of excellence among students due to low understanding.
- Time constraint due to the tight schedule of CBCS syllabus.
- Heavy syllabus leading to lack of time for giving personal attention to students.

**Future Plan:**

- Inviting Resource person from reputed universities to motivate students.
- Apply for major/minor projects
- International/National Seminar per year
- Personality development classes

\*\*\*\*\*

## Evaluative Report of the Department of BCA

(1). **Name of the department:** Bachelor of Computer Application

(2). **Year of Establishment:** 2010

(3). **Name of Programmes:** Undergraduate (B.C.A.I, B.C.A.II, B.C.A.III, C-Language-Compulsory, GI & Hobby and PGDCA

(4). **Name of the interdisciplinary courses:** The students are offered interdisciplinary courses in B.C.A.I, B.C.A.II, B.C.A.III subjects from different departments.

(5). **Annual/semester/choice based credit system:**

The department has offered annual programme for B.C.A.III Year.

(6). **Participation of the department in the courses offered by other departments:**  
The students of BCA department have taken different subjects from other department. The faculty of this department is taking the classes of other departments in Compulsory and GI & Hobby subjects

(7). **Number of teaching posts:**

	Sectioned	Filled
Professors	---	---
Associate Professors	---	---
Assistant Professors	04	04

(8). **Faculty profile:**

Name	Qualification	Designation	No. of Years of Experience
Mrs Meenakshi	M. C. A.	Assistant Professor(on Self finance basis)	05 Years
Mrs. Shivagni	M.C.A.	Assistant Professor(on Self finance basis)	03 years
Mrs Jaya Pradha	M.C.A.	Assistant Professor(on Self finance basis)	01 Year
Miss Alpna	M.C.A.	Assistant Professor(on Self finance basis)	01 years

(9). **Student-teacher ratio:** 34:4

(10). Number of teaching faculty with Qualifications of: Ph.D.(00), M.Phil (00), PG(04)

(11). Publications: Nil

(12). Student profile programme/course-wise:

**For Session 2014-15**

Name of the course	Applications received	Selected	Enrolled M/F
B.C.A.I sem	09	09	08/01
B.C.A.II year	05	05	05/00
B.C.A.III year	11	11	04/07
PGDCA Isem	09	09	02/07

(13). Diversity of students:

Name of the course	% of students from same state	% of students from other states
B.C.A.I	100%	Nil
B.C.A.II	100%	Nil
B.C.A.III	100%	Nil
PGDCA Isem	100%	Nil

(14). **Detail of infrastructural facilities:** The College has provided library facilities to the students to develop their reading habits, internet facilities and ICT/Smart classroom also available in the College.

(15). **No. of students receiving financial assistance :** The Govt. of Himachal Pradesh and the Central Govt. of India provided scholarships to SC, ST, OBC, Meritorious students as financial assistance under which meritorious students were benefited

Session	IRDP	OBC	SC	ST	KC(Kalpna Chawla Scholarship)	Total

2010-11	01	Nil	06	55	NIL	62
2011-12	01	NIL	12	58	NIL	71
2012-13	01	NIL	05	44	NIL	50
2013-14	NIL	01	06	108	NIL	115
2014-15	02	NIL	12	171	02	187

**(16). Details on student enrichment programmes :** Career Counselling Placement and guidance Cell, NSS, Rover and Ranger and red ribbon Club of the college organizes talks /seminars/lecture on different topics and current issues for the students of the college under enrichment programmes.

**(17). Teaching methods adopted to improve student learning:** Teaching methods adopted are Lecture method, Demonstration Method, Seminar and Discussions, Class Test and Practical

**(18). Participation in Institutional Social Responsibility (ISR) and Extension activities:** College is fulfilling its Institutional Social Responsibility (ISR) and Extension activities through NSS by carrying out the various activities related to the society and by creating awareness in the society about national integration, blood donation and other social aspects.

**(19). SWOC analysis of the department and Future plans**

**Strengths:**

- Expertise of faculty in different areas of specialization
- Good team spirit among faculty
- Positive response of students to faculty guidance
- Student friendly department
- English Language assistance provided
- Use of ICT

**Weakness:**

- Books on advanced topics are not available in the departmental/college library
- Extension and consultancy services are not up to the level
- Reading habit and utilization of library to be enhanced
- Less contact for consultancy
- Less extracurricular activities

**Opportunity:**

- Raising awareness among rural people to educate girls.
- To develop career- oriented mind sets in students belonging to economically poor background
- Insufficient computer Lab
- The increasing interest of students in the computer education.

**Challenges:**

- Low computer calibre of students at the entry level and financially poor students

- Lack of excellence among students due to the poor family and academic background
- Time constraint due to the tight schedule of CBCS syllabus
- Insufficient number of regular faculty
- Lack of English proficiency for students
- Heavy syllabus leading to lack of time for giving personal attention to students

**Future Plan:**

- To start MCA course in the college
  - Personality development classes
  - More outreach programmes to be started
-

# F: Appendices

## Appendix-I

## List of Books Authored/Published

Name of the Teacher	Subject	No of Books published
Dr. Vivek Sharma	Sanskrit	1. Saa: Kinnaurbhumau (Vol-I) 2014 Published by, Create Space Independent Publishing Platform, United States. 2. Prasrtih: Kinnaurbhumau (Vol-II) 2015 Published by, Create Space Independent Publishing Platform, United States.
Sh. Devender Singh	Zoology	1. An Ecological Tale of Seer-A Shivalik Himalayan Hill Stream, 2014, Lambert Academic Pub. Germany.

## Appendix-II

### List of OP/RC Attended/Participated

Name of the Teacher	Subject	Details of the OP/RC/Training
Janak Negi	Sociology	<ol style="list-style-type: none"> <li>1. Attended 3-weeks OP from 04.04.2005 to 30.04.2005, organized by ASC, HP University, Shimla</li> <li>2. Attended 3-weeks RC from 09.03.2004 to 17.04.2004 in sociology organized by ASC, HP University, Shimla.</li> <li>3. Attended 3-weeks RC from 02.03.2009 to 27.03.2009 in sociology, organized by ASC, JN University, Delhi.</li> <li>4. Attended 3-weeks RC from 03.03.2010 to 23.03.2010 in human values, organized by ASC, HP University, Shimla.</li> <li>5. Attended the Induction Training from 08.07.2013-15.07.2013, organized by SCERT Solan (HP).</li> <li>6. Attended the Training from 12.06.2012-13.06.2012, on Natural Disaster management organized by IGNOU Reckongpeo (HP).</li> </ol>
Dr H C Negi	Botany	<ol style="list-style-type: none"> <li>1. Attended 3-weeks RC from 10.11.2010 to 30.11.2010 in Biosciences, organized by ASC, HP University, Shimla.</li> <li>2. Attended 3-weeks RC from 04.07.2011 to 23.07.2011 in Environmental science, organized by ASC, HP University, Shimla.</li> </ol>
Dr. Vivek Sharma	Sanskrit	<ol style="list-style-type: none"> <li>1. Attended the Induction Training from 01.08.2014-12.08.2014, organized by SCERT Solan (HP).</li> <li>2. Attended 3-weeks OP from 06.01.2015 to 02.02.2015, organized by ASC, Banaras Hindu University, Varanasi.</li> </ol>
Dr Raman Kumar	Physics	<ol style="list-style-type: none"> <li>1. Attended the AICTE Sponsored Faculty Development Programme on "Computer Aided VHDL" from March, 03-13(2008), Organized by J P University of Information Technology, Wagnaghat, Solan (HP).</li> <li>2. Attended the Short term Programme on "Nanotechnology: Opportunity &amp; Challenges" from May,04-08(2009), Organized by NITTTR Chandigarh.</li> <li>3. Attended the Short term Course on "Nanoscience &amp; Technology(NANO-2010)" from May, 31-04(2009),</li> </ol>

		Organized by NIT Hamirpur. 4. Attended the Induction Training from 21.05.2012-02.06.2012, organized by SCERT Solan (HP).
Devender Singh	Zoology	1. Attended Two Week in service training programme Organised by GCTE Dharmshala from 24/12/12 to 05/01/13.
Shailja Thakur	English	3. Attended the Induction Training from 12.05.2013-26.05.2013, organized by GCTE Dharmshala (HP).
Balam Negi	Hindi	1. Attended the Induction Training from 18.02.2015-03.03.2015, organized by SCERT Solan (HP).
Gaurav Sharma	Commerce	1. Attended the Induction Training from 01.08.2014-12.08.2014, organized by SCERT Solan (HP).
Vijata Changkum	Commerce	1. Attended the Induction Training from 21.11.2012-05.12.2012, organized by SCERT Solan (HP).
Dr. Geeta Negi	Economics	1. Attended the Induction Training from 21.11.2012-05.12.2012, organized by SCERT Solan (HP).
Dr. Sheela Kumari	Music	2. Attended the Induction Training from 18.02.2015-03.03.2015, organized by SCERT Solan (HP).
Rajesh Kumar	English	1. Attended 3-weeks OP from 18.02.2008 to 15.03.2008, organized by ASC, HP University, Shimla 2. Attended training programme on "Right to Information Act, 2005" w. e. f. 29.03.2010 to 30.03.2010 at HPIPA, Fairlwns, Shimla. 3. Attended training programme on "Diaster Management" w.e.f. "01.12.2009 to 05.12.2009 at HPIPA, Fairlwns, Shimla.
Onkar Chand	History	1. Attended the Induction Training from 18.02.2015-03.03.2015, organized by SCERT Solan (HP).
Gopi Chand	Chemistry	1. Attended the Induction Training from 21.05.2012-02.06.2012, organized by SCERT Solan (HP).
Dharm Kiriti	Geography	1. Attended the Induction Training from 01.08.2014-12.08.2014, organized by SCERT Solan (HP).
Kapoor Chand	Political Science	1. Attended the Induction Training from 01.08.2014-12.08.2014, organized by SCERT Solan (HP).
Tanzin Negi	Physical Education	1. Attended the Induction Training from 18.02.2015-03.03.2015, organized by SCERT Solan (HP).

Vinod Kumar	Librarian	<ol style="list-style-type: none"><li>1. Attended in service training programme Organised by SCERT Solan from 16/03/15 to 21/03/15.</li><li>2. Training programme on installation &amp; operation of Soul2.0 w.e.f. 16/02/2015 to 21/02/02/2015 at Gandhi nager (Gujrat).</li></ol>
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### Appendix-III

#### List of Major and Minor Projects

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total grant		Total grant received till date
				Sanctioned	Received	
Minor projects	2014-15	A Study of Sambandhatattva: The concept of relation in classical Indian school of philosophy and theology with special focus on consciousness and cognition	UGC	Proposal Submitted	-----	-----

## Appendix-IV

## List of Conference/Seminar Attended/Participated

Name of Teacher	Subject	Conference/Seminar Attended/Participated
Dr Vivek Sharma	Sanskrit	<ul style="list-style-type: none"> <li>Attended a one day seminar on "Good Governance in Sanskrit Literature", organized by "Haryana Sanskrit Academy, Panchkula, on 11<sup>th</sup> January 2014 at Sohan Lal D A V College of Education.</li> <li>Participated in a National Sanskrit conference and recited poetry in Sanskrit language organized by Himachal Sanskrit Academy on 22-23<sup>th</sup> November 2014 at Reckongpeo, Kinnaur(H P)</li> </ul>
Dr Raman Kumar	Physics	<ul style="list-style-type: none"> <li>Participated in National Symposium on Recent Advances in Analytical Sciences and Application held at H P University, Shimla (HP) on April 09-11, 2007.</li> <li>Dielectric Relaxation of N-methylacetamide in Benzene Solution from Microwave Absorption Studies. Raman Kumar and V S Rangra, Material for Advanced Technology:Proc. NASMAT-2006, Deptt of Physics, Shivaji University Kolhapur, 2006,261-265.</li> <li>Dielectric Relaxation of N,N-dimethylacetamide in Benzene Solution from Microwave Absorption Studies, Raman Kumar and V S Rangra, Recent Advances in Innovative Materials, Deptt of Applied Sciences and Humanities, NIT Hamirpur, 2008,85-88.</li> <li>Dielectric Relaxation of Methnol in Benzene Solution from Microwave Absorption Data, Raman Kumar and V S Rangra, Proc. DAE Sol. Stat. Phys. Symp. 52 (2007) 211-212.</li> <li>Participated in National Symposium on "Recent Advances in Analytical Sciences and Application" held at H P University, Shimla (HP) on April 09-11, 2007.</li> <li>Presented paper in National Seminar on "Application of Geospatial Technology in Teaching and Research" held at RKMV Shimla (HP) on February 27-28, 2011.</li> <li>Participated in National Seminar on "Corporate Social Responsibility and Business Ethics for</li> </ul>

		<p>Good Corporate Governance" held at RKMV Shimla (HP) on June 04-05, 2011.</p> <ul style="list-style-type: none"> <li>• Participated in Workshop-cum-Seminar on "Microscopic Techniques in Nano Science(WSMTN-11)" held at HP University Shimla (HP) on March/April 30-05, 2011.</li> <li>• Participated in National Conference on "Governance in Neo-liberal Era" held at RKMV Shimla (HP) on June/July 30-01, 2012.</li> <li>• Participated in Two day Workshop on "Antenna Materials" held at Jaypee University of Information Technology, HP on December 14-15, 2012.</li> <li>• Participated in One day Workshop on CBCS held at RKMV Shimla (HP) on June 05, 2013.</li> <li>• Participated in National Workshop on "Nano Science and Technology" held at NIT Hamirpur (HP) on June 03-07, 2013.</li> </ul>
Dr H C Negi	Botany	<ul style="list-style-type: none"> <li>• Presented paper in International symposium on "Perspective in Pteridophytes" held at National Botanical Research Institute Lucknow (UP) on Nonember 27-29, 2008.</li> <li>• Presented paper in UGC sponsored seminar on "Plant Diversity, Retrospect &amp; Prospects" held at PG College Dharamshala on Febuary 26, 2012.</li> <li>• Presented paper in UGC sponsored seminar on "Ethribotany in the third Miiennium, Role and expectation in H P" held at Sidharth Govt College Nadaun on March 17-18, 2012.</li> </ul>
Janak Negi	Sociology	<ul style="list-style-type: none"> <li>• Presented paper in National seminator entitled "Media, Society and Sarokar" held at "Govt College Haripur (HP) in December 21-22, 2012.</li> <li>• Participated in Two day International seminator on "Economy, Society and Sociology" held at J N University, Delhi on March 07-08, 2009.</li> </ul>

# Appendix-V Certificate of 12-B of UGC

विश्वविद्यालय अनुदान आयोग  
UNIVERSITY GRANTS COMMISSION  
BAHAI KRISHNA ZAFAR MANS  
NEW DELHI-110 002



विश्वविद्यालय अनुदान आयोग  
UNIVERSITY GRANTS COMMISSION  
BAHAI KRISHNA ZAFAR MANS  
NEW DELHI-110 002

F.2-45/2002 (CFF-1)

July, 2004

15 JUL 2004

The Registrar,  
H.P. University,  
Shimla (H.P.)

Sub- Declaring a College fit to receive assistance under Section 12-B of UGC Act, 1956.

Sir,

I am directed to refer to your letter No. 1-133/94-HPU (A-60)-418 dated 27-02-2004 on the above subject and to say that it has been noted that the Government College, Bahong Poo, District Kinnaur (H.P.) has been granted permission affiliation by the H.P. University. Accordingly, the Government College, Bahong Poo, District Kinnaur (H.P.) which already stands included under Section 2 (c) of the UGC Act, 1956 is declared fit to receive assistance from the UGC, and other Central sources in terms of Rules framed under Section 13-B of the UGC Act, 1956.

Yours faithfully,

(Mrs. Urmil Gulati)  
Under Secretary

Cover forwarded to:-

1. The Principal, Government College, Bahong Poo, District Kinnaur (H.P.)
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary and Higher Education, T-14 Section, Shanti Bhawan, New Delhi-110 001.
3. The Joint Secretary, UGC, Northern Regional College Bureau, 35, Panchsheel Road, New Delhi.
4. Section Officer (F.D.-III Section) U.O.C. New Delhi.
5. All Sections, U.O.C.
6. Guard file.

(Prem Chand)  
Section Officer

*ruled in the  
N.C. and P.U.  
S.No. 2*

ISSUED

Principal

T.S. Negi Govt. College  
R/Poo Distt. Kinnaur (H.P.)

25

Appendix-VI  
Certificate of 2(f) of UGC

F.8.85/2002.(CPP-D) *Principals*  
 27/2/04  
 THE PRINCIPAL,  
 Government College,  
 Rekong, Peo,  
 District Kinnaur-172 107.

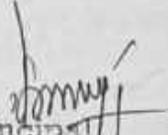
12 FEB 2004  
 Sub: Inclusion of the College under Section 2 (f) of the UGC Act, 1956-Regarding.

Sir,  
 I am directed to refer to H.P. University's letter No. 133/94-HPU (Acad)-7176 dated 17-11-2003 on the above subject and to request you again to furnish clear-cut notification of permanent affiliation granted by the University by clarifying affiliation/Extension of affiliation alongwith a certificate from the Registrar towards fulfillment of conditions stipulated if any. This will enable this office to take further action.

REGISTRY UNIT OF  
 UNIVERSITY GRANTS COMMISSION  
 BHINDU SAH ZAKHARI  
 NEW DELHI 110 002

February, 2004

Yours faithfully,  
  
 (Prem Chand)  
 Section Officer

  
 Principal  
 T.S. Negi Govt. College  
 R/Peo Distt. Kinnaur (H.P.)

## Appendix-VII

Certificate of 12<sup>th</sup> Plan of UGC under UG-Scheme

  
UNIVERSITY GRANTS COMMISSION  
Northern Regional College Bureau (NRCB)  
35, Ferozshahi Road  
New Delhi-110001  
Ph: 011-23381261(0)

No.UG  
February, 2012  
**12 MAR 2012**

F. No.5-1(A1)/2012(UG/NRCB)

The Under Secretary (Co-III)  
University Grant Commission  
Bhamburda Lane, New Delhi-110 002

[College Code: 50013]

**Subj: Development Assistance to College during 12<sup>th</sup> Plan period under UG Scheme - equivalent to the 25% of General Development Assistance (GDA) allocated during XI<sup>th</sup> Plan.**

Sr / Madam,

I am directed to convey the Sanction of the University Grants Commission to the payment of an "on account" grant of Rs. 3,50,000/- (Rupees Three Lakh Fifty Thousand only) to the Principal, Thakur Sen Negi Government College Rekong PEU, District: Kinnaur, Himachal Pradesh. The College may utilize the grant on items relating to Books & Journals and Equipment @ the ratio of XI<sup>th</sup> Plan sanction at these items.

The break-up of grant under various components is as under:-

S. No.	Category	Head of Account No.	Code-35 (Rs.)
1.	SC-15.0 N	1100000A	52,500/-
2.	ST-7.5N	1100000A	28,250/-
3.	General-72.5%	11000	2,71,250/-
	Total		3,50,000/- (Rupees Three Lakh Fifty Thousand only)

- The Sanction is valid for payment during the financial year 2012-13.
- The amount of the Grant shall be drawn by the Under Secretary (Drawing and Disbursing Officer), University Grant Commission on the Grant-in-aid bill and shall be disbursed to and credited to the Principal, Thakur Sen Negi Government College Rekong PEU, District: Kinnaur, Himachal Pradesh, through Cheque / Demand Draft / Mail Transfer.
- The sanction is valid only for Govt. or Govt. aided (getting salary grants from Govt.) colleges. In case the college is found to be self-financing (Unaided) - Private College at a later stage, the college would refund the sanctioned amount along with the interest earned on the sanctioned grant.
- The Grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed Proforma submitted by the University/ College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the Grants which shall be utilized only on approved items of expenditure.
- The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned, shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
- The assets acquired wholly or substantially out of UGC Grant shall not be disposed or encumbered or utilized for the purposes other than those for which the grant was given without prior sanction of the University Grants Commission and should at any time the college ceased to function, such assets shall revert to the University Grants Commission.

Principal  
T.S. Negi Govt. College  
R/Peo Distt. Kinnaur (H.P.)

## Appendix-VIII

## Latest Affiliation Letter from the University for the Year 2015-16

09/03/2006 06:30 01772830612

REGISTRAR

PAGE 01



PHONES

**HIMACHAL PRADESH UNIVERSITY**  
SUMMER HILL, SHIMLA-171005

Ref. No./file No. 1-133/94 HPU (Acad)

Dated: 28 SEP 2015

## TO WHOM IT MAY CONCERN

This is to certify that Thakur Sen Negi Govt. College Reckong Peo, Dist.- Kinnaur is affiliated to Himachal Pradesh University Shimla since 1994-95, till date and the following courses/subjects are being taught in the said College as per approval:-

Sr. No.	Name of the Course(s) and Duration	Affiliation	Academic Session
1	B.A. Three year	Affiliated	w.e.f. 1994-1995
2	B.Sc. Three year	Affiliated	w.e.f. 1997-1998
3	B.Com. Three Year	Affiliated	w.e.f. 2001-2002
4	BCA	Affiliated	w.e.f. 2010-2011
5	PGDCA	Affiliated	w.e.f. 2010-2011

*[Signature]*  
Principal  
T.S. Negi Govt. College  
R/Peo Dist. Kinnaur (H.P.)

*[Signature]*  
Registrar

*[Signature]*  
Principal  
T.S. Negi Govt. College  
Reckong Peo, Kinnaur (H.P.)