



राजकीय महाविद्यालय घंडालवीं,
जिला बिलासपुर, हिमाचल प्रदेश

Self-Assessment Report 2023-24

SUBMITTED TO

DIRECTORATE OF HIGHER EDUCATION,

SHIMLA

SUBMITTED BY

GOVT. DEGREE COLLEGE GHANDALWIN

DISTRICT BILASPUR (H.P) 174027

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(TIER- III)

October, 2024

VISION

- The motto of the college is **विद्याधनं सर्व धनं प्रधानम्** (विद्या धन समस्त धनों में सर्व श्रेष्ठ धन होता है। न कोई चोर इसको चुरा सकता है, न कोई राजा जबरन इसे छीन सकता है, न भाई इसको बाँट सकता है तथा इस धन का न कोई अतिरिक्त भार ही होता है। व्यय करने पर इसमें निरन्तर वृद्धि ही होती है।)
- To be a vibrant and innovative centre for learning, equipping students with value-based education.
- To empower students to translate dreams into reality.

Mission

The mission of College is:

- The emphasis of the college is on the all-round development of students concurring with the instillation of moral and ethical values in them.
- To inculcate the qualities of leadership, social service, discipline, communal harmony, and mutual co-operation, transforming students into awakened, responsible and accountable citizens.
- To provide an effective teaching-learning environment that enables students to realize their optimum potential.
- To provide a platform for free and fearless expression of thought and to provide opportunity to the students for self-realization.
- To make education accessible to students of rural areas and to empower them to address the larger issues of life.
- To encourage students to think critically and act responsibly towards environment.

Criteria 1

Teaching Learning Component (Score 83/140)

In the teaching learning criteria, the maximum score that can be claimed by any institution is 140. In Criteria1, each institution has to evaluate its own scores by self assessment process.

The teaching-learning criteria are divided into 5 sub-points.

The first point relates to the mode of teaching in which our institution has claimed maximum of 14 points. In the first sub component, our Institution has claimed a score of 06 points where majority of teachers have adopted a lecture method to teach the students. The second part of the this criteria is related to technology based or blended teaching in which our Institution is not in a capacity to claim any score because our college is newly opened and is running in the building of Govt. Middle school Ghandalwin. In third point that is for flipped classroom, our institution has claimed 08 marks where majority of teachers has announced their topic one day before the lecture delivery and students have been directed to take some ideas on the concerned topics from social media i.e. You-Tube videos so that students can easily follow the topics and their doubts can be addressed effectively in the class room. In mode of teaching our institution has claimed the score of **14** out of 25.

The second sub component is curriculum planning and implementation in which an institution can claim a maximum of 45 points. The first point is related to the teaching schedule that is followed by our institution up to the mark and claimed a score of 10 marks.

Second part of “curriculum planning and implementation” is related to learning outcomes that is well defined by each department except Hindi because of vacant post in 2023-24. This part carries maximum of 05 point. Third, “the curriculum enrichment practices” such as project, surveys, educational tours, industry visits etc. are not undertaken in 2023-24 due to this institute being newly opened. The fourth point relates to “the internal assessment mechanism” such as quizzes, class test, presentation, assignments, mid-term test that is followed by all the departments, In this part our institution has claimed a score of 08 points. The last point under “curriculum planning and implementation” relates to whether assessment results are communicated promptly to the students or not. In this point, our Institution has claimed a score of 06. The overall score claimed by our institution in curriculum planning & implementation is **29** out of 45.

The third sub-criteria is “add-on courses or certificate courses provided by an institution” in which maximum score is 20. Our college GDC Ghandalwin is newly opened college so till date no Add-on or certificate courses are started in this institution; hence no score has been claimed by our institution.

The fourth sub component is “student feedback taken from the students” having at least 80% attendance in which on the basis of sample size, the institution has claimed 05 points, on students satisfaction 10 points and on action taken, the institution has claimed 10 points. The

overall points claimed by our institution in fourth sub component are **25** out of 25.

The last sub-component is “examination results” in which any institution can score a maximum of 25 marks. The marking Criteria is divided into three parts. First is related to the percentage of passed students where GDC Ghandalwin percentage of passed students in 2023-24 was 70.23% secured 07 points. Secondly, the percentage of students with ‘A’ grade was 40.47% secured 08 points. There was no student in University merit list so nil marks has been claimed in 3rd part of last component. The overall points claimed by our institution in last component are **15** out of 25. **In this component our institution, GDC Ghandalwin has claimed a score of 83out of 140.**

Criteria – 2

Student Support and Progression (Score 124/280)

I) Pre and Post admission Counselling (score 25)

Admission schedule and courses of the institution are well defined through publicity on Radio, website, and Newspaper (at least by 03 means) where the institution has claimed 05 points. The institution has also taken an initiative for pre admission counselling of 10+2 students where different faculty members have visited the GSSS Ladraur, Bharari and GSSS Manoh in the month of March 2024 to aware the Arts and Commerce students about our institution and guide and counsel them to take admission in this newly opened College at Ghandalwin. Expect that the students are updated time to time through notice board as well as from website about the important dates regarding admission schedule. After the admission is over, first week is for the induction/orientation of new students. The induction for first year students was scheduled in the last week of July 2024. In pre and post admission counselling our institution have claimed a score of **25** out of 25.

Various Scholarships schemes introduced by Central as well as State government are introduced by our institution for SC, ST, OBC, Minorities, and meritorious students but there is no scholarship scheme other than that of by the government offered by our institution. So out of 10 points our institution have claimed **05** points. PTA has also helped in disseminating awareness among students about various scholarship schemes.

More than 20% percent of the college students participated in Sports and cultural activities at college level in Annual College Athletic Meet and various cultural activities at college level. In sports and cultural activities our institution claimed a score of **20** points.

Many students are enrolled in Road safety club, Energy club, and Literary club every year. In this part of Students participation in various clubs, our institution has claimed a score of **08** points out of 10.

Our Institution has also applied for half unit of NSS in 2024 and the approval of half unit is sanctioned by HPU, so it is expected that the activities performed by NSS unit will be started very shortly.

Anti-Drug Awareness programmes were organized by Road safety club through rallies in which all the students as well as local public were sensitized about the harmful effects of drug addiction. In Anti-Drug Awareness programme our institution has claimed **05** points out of 10.

In Gender Equity, three events on health/sensitization were organized on dated 12/09/2023, 06/11/2023 and 04/12/2023 respectively where more than 20% of students were benefited. Women Anti-sexual Harassment committee is also active in the college which was constituted on dated 22/07/2023.No complaints were there in the cell. Grievance redressal committee solved the issues at their own level if any. In Gender Equity, our institution has claimed a point of **08** out of 10.

Mentor-Mentee groups were not established in the college in the academic session 2023-24, Hence no points is claimed by our institution, but from the current academic session 2024-25, Mentor-Mentee groups are formed to solve the students' personal issues by deputed mentors.

Keeping in view the poor performance of some students in mid-term test, it had been decided that the remedial classes for these students and other interested students will be organized. These classes were scheduled w.e.f. 18/03/24 to 23/03/24. Our institution has claimed **10** points out of 10.

In Capacity Building of students, our institution has organized a lecture on First- Aid on dated 06/11/23. In Capacity Building of Students, our institution has claimed a score of **10**.

Career counselling and placement cell organized a session on Bank oriented career on dated 04/11/2023 to aware the students about career opportunities in banking sector. In Self-Employment Module, workshop on pottery craft based was organized on dated 29/11/2023 in which majority of students were participated. In career counselling and placement cell, our institution has claimed **14** points out of 20.

Student progression: Not applicable for our institution as college was notified on 23 Feb.2022.

Annual College Athletic Meet was held on dated 28/12/2023 and different cultural activities were also organized through various competitions in the academic session 2023-24. In Co-curricular and sports activities our institution has claimed a score of **09** out of 25.

Annual Prize Distribution Function is not applicable for our institution due to newly opened college.

College Magazine is not published in 2023-24. The college is going to published first edition of Magazine "PRATIBIMB" from the academic session 2024-25.

College website was created in the month of October 2023 that is regularly updated as per the directions of the Principal. In this part, our institution has claimed a score of **10** out of 10.

In Criteria 2, the overall score claimed by our institution is 124 out of 280.

Criteria – 3

Infrastructure and Learning Resources (Score 54/160)

1. Our institution is newly opened and presently running in Govt. Middle school having well furnished four classrooms and sufficient for time being and as per the strength of the students. In classroom component, our institution has claimed a score of **10** out of 10.

2. Library Facilities: Our institution has a small library having 127 books, and 03 daily newspapers in the session 2023-24. The library has a seating capacity of more than 15 students. In library facilities, our institution has claimed a score of **08** out of 25.

3. ICT Facilities:

No facilities in all segments due to temporary functioning of the college in Govt. Middle School.

4. Facilities for specially-abled students:

No.

5. Sports Facilities:

The institution has sufficient sports articles and well maintained playground having a facility of playing Cricket, volleyball, and Badminton. The institution has also a facility of playing indoor games like chess and carrom board. In Sports facilities, our institution has claimed a score of **12** points out of 20.

6. Auditorium/Hostel/Seminar Hall/Staff Quarters

No facility in all segments due to temporary adjustment.

7. Laboratories Facilities:

Presently there is no facility of any kinds of lab in the institution. Our institution offers Arts (without Geography) and Commerce Stream. In the near future Computer Lab for all students preferably for B.Com students may be established as per availability of infrastructure.

8. Adequate no. of Computers: Nil

9. Canteen/Staff Room/Faculty Room:

Presently due to temporary arrangement, there is no canteen and medical facilities for college students in our institution. The College has its own staff room and examination room. In this component, our institution has claimed **04 points** out of 10.

10. Documentation of Academic, Co-curricular and extracurricular activities: All the activity registers including attendance, sports, and cultural activities are properly maintained. In this component, our institution has secured a point of **20** out of 20.

11. In Criteria 3, the overall score claimed by our institution is 54 out of 160.

Criteria 4

Institutional Management (141/220)

1. Institutional Vision:

VISION

- **विद्याधनं सर्व धनं प्रधानम्** (विद्या धन समस्त धनों में सर्व श्रेष्ठ धन होता है ।न कोई चोर इसको चुरा सकता है ,न कोई राजा जबरन इसे छीन सकता है ,न भाई इसको बाँट सकता है तथा इस धन का न कोई अतिरिक्त भार ही होता है। व्यय करने पर इसमें निरन्तर वृद्धि ही होती है ।)
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- To make education accessible to students of rural areas and to empower them to address the larger issues of life.

To encourage students to think critically and act responsibly towards environment.

ii. Institutional Development Plan:

- **Land transfer**
- **Proposed Civil works for temporary infrastructure:**
- **Academic Plan:**
- **Skill Development Programme:**
- **Library Establishment:**
- **Emphasis on strengthening the students Enrolment:**
- **Scholarship Provision:**

iii. Plan of Action:

1. Land Transfer: The land that is allocated for this institution comes under the Panchayti Raj Department. The necessary NOC from the concerned Panchayat has been received. After that the Joint Inspection of this land under the Chairmanship of SDM Ghumarwin has also been done. The case of land transfer was forwarded to the Directorate of Higher Education and which is still lying pending at

Secretariat level. We are aiming to transfer this land in the name of this institution. In this regard, we will make more communication with the higher authorities.

2. Proposed civil works for temporary infrastructure: The institution has not its own building to till date and is currently being functional in the premises of GMS/GPS Ghandawin Distt. Bilaspur. There is lack of infrastructure here. With the efforts of college administration, our institution has got the two room accommodation for classrooms from GPS Ghandalwin and four rooms accommodation from the GMS Ghandalwin. However, this is not the enough space to run the college. Keeping in view the existing facilities that the college is providing to the students, the administration observed a dire need to provide the sitting facilities to the students during their leisure time, and toilets especially for girls students. A temporary shed structure is to be constructed where the benches could be installed and new toilets are to be constructed in the premises of GMS Ghandalwin for which the necessary “**No Objection Certificate**” has been received from the concerned quarter. In this regard , the HPPWD department had been called for the preparation of drawing and cost of estimation. After receiving the same from the HPPWD Ghumarwin, it has been sent to the Directorate of Higher Education for budget allocation. Whenever, the budget will be received, the institution will try its best for its execution at the earliest.

3.

3. Academic Plans: At present the college is offering courses in the faculties of Humanities and Commerce. To realize the vision articulated in the Academic Plan, each of the priorities will be supported by an Academic Welfare Committee (AWC). Each member of AWC will be responsible for ensuring the success of their assigned academic priority by identifying potential actions from across the campus and bringing them to the attention of the College Advisory Committee. The Academic Bank of Credit (ABC) Cell has also been established which will monitor the credit gained by the students as per the provisions. Also the Career Guidance & Placement Cell has been established which will provide the proper guidance to the students from the first year. The college is aiming at strengthening the academic atmosphere for improving the results. We will achieve this vision by:

- Encouraging innovation and creativity
- Enhancing support for excellence in learning and teaching

4. Skill development programmes: In the present era there is a need to develop the skills of the students. At present Spoken English and Personality Development classes are being conduct in the college once a week by the faculty of English. Resource persons and professional communication trainers will be invited in the near future so that most of the students could get the benefits of this programme. We are also planning to organize special programmes by inviting the persons from the locality who are skilled in local traditions like basket making, knitting, traditional dish cooking, expert in pickle making, mushroom cultivation, visit to local mechanical workshop etc. This will help to develop the skills in the students and in preserving the local culture also. Also it will improve the curiosity which will lead to the increase creativity among the students as well.

5. Library Establishment: As this is a new institution and lack of infrastructure here. Even though we have created a small book bank at our own level. However, in order to expand the library in the larger interest of the students the demand of books from different faculties has been received. The budget demand has been sent to the higher authorities for the budget allocation and hopefully we will received the required budget and establish the library very soon.

6. Health, fitness and anti-drug campaign: To keep the students away from the use of toxic materials, health, fitness and anti drug campaigns have been initiated. Under this campaign special lectures and a rally in this regard has already been organized. Our plan is to make the student aware of

the health life and side effects of use of drugs and other toxic materials. We are moving ahead with this clear vision and will organize more and more activities in this regard.

6. Emphasis on strengthening the student enrolment: During the last session i.e. 2022-23 the enrolment was up to 68, and for this session more than 100 students get enrolled. From the next session the institution is aiming to strengthening the student enrolment by visiting the nearby schools, through advertisement in newspaper and digital media. College website will also play a key role in this context.

8. Scholarship provision: To provide the scholarship to the eligible students is our one of the primary aims. The institution has got registered on the AISHE portal in the month of August 2023. Since then we were in a regular touch with the NSP portal and State Nodal Office (Scholarship) for the registration of institution. Now, we are registered on the portal of scholarship and regularly communicating with the higher authorities to make it functional as soon as possible in the larger interest of the students. In Institutional vision, our institution claimed a score of **18**.

2. IQAC:

i) Four meetings of IQAC were held in academic session 2023-24, in which the various decisions and issue are unanimously resolved. These meetings were held on dated 23-09-23, 03-10-2023, 19-12-2023 and 17-02-2024 respectively.

ii) Two workshops were organized in the academic session 2023-24. The first on financial literacy and career option in banking on dated 04-11-2023 and 2nd workshop on pottery and Earthenware on dated 29-11-2023. In this segment our institution has claimed a score of **10**.

3. Management of Institutional funds:

Funds like BF, AF, and PTA funds were utilized up to 85.53%. Expect that, all bills or advance if any were settled within specified time frame. In this segment our institution has claimed a score of **12**.

4. Grievance Redressal of students and employees

In the Academic session 2023-24 on the demand of students for cold water, a water cooler was installed in the campus within a week keeping in view the larger interest of the students. In Grievance Redressal of students and employees, our institution has claimed a score of **10**.

5. Green and Clean Campus:

i) The college has taken three green initiatives in 2023-24 which are Compost pit for wet garbage, plastic free campus and plantation within the campus.

ii) Cleanliness in wash-room and college campus is also satisfactory.

In this segment our institution has claimed a score of **12** points.

6. Facilities for Students:

There is scarcity/shortage of sufficient facilities for the students due to temporary adjustment, yet the students have a facility of regular use of playground for various sports activities like cricket and volleyball. In this segment our institution has claimed a score of only **03** points.

7. Regular Updation of Service Books/Service Records

All the service Books and Service Records of employees are regularly updated. In this segment our institution has claimed a score of only **03** points.

8. Timely submission of ACRs

For the academic session 2023-24, the ACRs of all the faculty members have timely submitted vide

letter no. EDN-GDC (GHN)-E-(14)-07/2022-238 dated: 25/09/2023. In this segment our institution has claimed a score of **03** points.

9. Prompt Response to official Correspondence

All the correspondence responses were timely submitted. In this segment our institution has claimed a score of **05** points.

10. Proper Maintenance of official Record:

All the official record of the institution is properly maintained by Ministerial Staff every month. In this segment our institution has claimed a score of **10** points.

11. Proper Record of Students attendance and CCA:

All the record of Students attendance is properly maintained by the concerned teacher on daily basis and CCA record as per requirement. In this segment our institution has claimed a score of **10** points.

12. Whether Ranked by NIRF, Other Agencies:

No.

13. Whether accredited by NAAC:

No

14. Whether AQAR are being submitted as per timeline annually or not:

No.

15. Recognition for Exemplary contribution of the Staff and Students:

Yes, Prof.Virender Sharma wrote a text book for B.A. 3rd years students in the academic session 2023-24. In this segment our institution has claimed a score of **04** points.

16. Involvement of Stake Holders:

In our institution PTA is constituted as per norm every year. All the members of PTA executive are very supportive in the routine affairs of the college. PTA played a significant role during receiving NOC from local panchayat which is necessarily required for transfer of land in favour of Higher Education. Two newspapers stands are also installed in college library with the cooperation of PTA executive in the larger interest of the students. In this segment our institution has claimed a score of **12**.

17. Feedback from Stakeholder other than Students

For the Academic session 2023-24, Feedback from PTA on Curriculum has been received in which majority of parents were fully satisfied with the curriculum as implemented by HPU Shimla. In this segment our institution has claimed a score of **04**.

18. Annual review meeting on students outcomes in academics, co-curricular, Extracurricular and extension activities:

Yes, In the academic session 2023-24 Sports articles containing Cricket material, Badminton, Volleyball, Chess, Carrom board etc. has been purchased in order to extend the co-curricular activities in the college campus. Examination Centre was also created in the college. Moreover two classrooms were renovated, enriching and enhancing the library with the donation of books and arrangement of purified water keeping in view the larger interest of the students. In this segment our institution has claimed a score of **25**. **In criteria 4, our institution claimed a score of 141 out of 220**

Criteria - 5

Best Practices, Innovation and Institution Distinctiveness (52/80)

1. Best Practice:

i. Our institution is newly opened and comparatively lacks in basic support facilities. Keeping in view the larger interest of the students, donation bank was established in 2023-24 in which water cooler for student; books for library, water filter, water tank, ceiling Fan etc. were received. All the donated items are properly entered in stock register.

ii. Institutional cum student welfare fund is collected every month from all the staff members w.e.f. 2023-24 for the welfare of students as well as institution. In this segment our institution has claimed a score of 20.

2. Special Initiatives are taken for:

Solid Waste Management:

In order to keep the campus clean, the solid management is used effectively in the college.

Plastic free campus:

Campus of the college is plastic free. We aim to measurably reduce plastic waste and pollution in our campus. To achieve this goal, the institution have undertaken following steps:

- College has banned use of single-use plastics in the campus.
- In regular intervals, we conduct awareness drives and sensitization programs on the harmful impacts of single use plastic.
- Adoption of two schools GPS and GMS Ghandalwin

In this segment our institution has claimed a score of 12.

3. Social Impact of Extension Activities:

Our institution has organized two extension activities, one by Road Safety Club on by sensitizing the commuting drivers and passangers on road safety measures and distributing the pamphlets to these commuters.

In the second activity, and Anti- Drug campaign through rally and installing of the awareness banners at Panchayat Bhavan by Road Safety Club was executed. In this segment, our institution has claimed a score of 08.

4. Special New innovative initiatives or Ideas adopted in the College:

- i. Establishment of College library with the donation of books in the book bank.
- ii. Faculty Members visited the various Govt. schools in the catchment area of the college to counsel the 10+2 students
- iii. Distribution of pamphlets through newspaper in order to enhance the student enrolments in the college. In this segment, our institution has claimed a score of 12.

5. Collaborations: N/A

In Criteria 5, the overall score claimed by our institution is 52 out of 80

Criteria – 6

Faculty Profile and Research (26/100)

Faculty members are the backbone of any educational institution, playing an important role in the holistic development of the students. They impart knowledge among students and encourage critical thinking, preparing them to face future opportunities and challenges. In addition to this, faculty members have to contribute in research and innovation, enhancing the institution's academic standing. Their involvement in curriculum development ensures that education remains relevant and aligned with industry needs. Faculty also serves as role models, instilling values of ethics and responsibility.

Through professional networks, they provide opportunities for students' growth and career advancement. Ultimately, faculty leadership and community engagement amplify the institution's overall impact on society making them indispensable to education. At our institute, we have several experts from different fields. These subject experts enhance the reputation of the institute through their expertise. Currently, out of the total faculty members, less than 50% of Faculty members have completed doctoral degrees. The institute is claiming a score of **02** point under this criterion. Thirty percent of our faculty members have participated in Three weeks orientation programs, Two weeks refresher programs, and one week faculty development programs, and workshops, for which our institution is claiming **10** point.

In the last three years, three international papers have been presented by our faculty members at conferences and seminars, allowing the institute to claim **08** point for this criterion.

Two papers were published in non-UGC-listed journals, earning a score of **04** marks for citations. In teacher Academic and extension activities, one faculty member of our institution has performed as a resource person claiming a score of **02** point for our institution. **In criteria 6, the overall score claimed by our institution is 26 out of 100.**

Criteria.7

Miscellaneous (60/120)

Our institution is opened in Feb. 2022. For College affiliation, inspection team of HPU Shimla along with Director Nominee Prof. Ram Krishan Principal Govt. College Ghumarwin conducted the inspection on dated 03/05/2024. In spot evaluation of institution, our college has claimed a score of **20**.

In our institution, public grievances are being settled on priority basis. For the public purpose, RTIs are being dispatched off on regular basis. RTI received on dated 21/04/23, from DDHE Bilaspur, was answered on dated 25/04/23 and RTI received on dated 05/03/24 from Additional Director of Higher Education was replied on the same day. In timely reply of RTI applications, our institution has claimed a score of **10**

In this institution Career & Guidance Cell has been established and various experts from different fields are being invited to share their experiences. Lecture on personal Hygiene was delivered by Dr. Sangeeta. SHO Bhota also visited the institution on dated 04/03/24 to aware the students about road safety rules and regulations. In career guidance SBI Manager delivered a lecture on dated 04/11/23. Our Institution is claiming **10** marks for this category.

In Skill development training program, one day workshop on Pottery and Earthenware was organized on 29/11/2023. In this component, our institution has claimed a score of **20** marks. In **criteria 7**, our institution has claimed a score of 60 out of 120.

The detail of score claimed by the institution is given in the chart.

Self-Assessment Report (2023-24)
Govt. Degree College Gandalwin Distt Bilaspur (H.P)

1. Teaching Learning (Score 83/140)

Sr. No.	Activity	Distribution of Scores	Activity Claimed	Claimed Score /Total Score	Evidence Attached
1.	Mode of teaching	<p>i. Lecture method only =6</p> <p>ii. Technology based teaching only = 6 (6+6=12) or Blended teaching = 12</p> <p>iii. Flipped Classroom = 8</p> <p>iv. As per need of different groups of students = 5</p>	<p>i. Lecture method is widely used (6)</p> <p>ii. Technology based teaching only = 0</p> <p>iii. Flipped Classroom =08</p> <p>iv. As per need of different groups of students =0</p>	14/25	<p><u>Criteria 1.</u> Page: 01</p> <p>Page: 02</p>

<p>2.</p>	<p>Curriculum Planning and Implementation:</p> <p>i. Teaching schedule =10</p> <p>ii. Whether learning outcomes defined = 5</p> <p>iii. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visits) =16</p> <p>iv. Internal assessment mechanism (quizzes, class test, presentation, assignments, MTT etc)(Max. 8)</p> <p>v. Prompt communication of assessment /results to students=6</p> <p><i>(e.g. displayed on college website/ notice board/class groups/submitted to COE)</i></p>	<p>i. Followed 100%= 10 80-99% = 8 60-79% = 6 Up to 59% = 4</p> <p>ii. 100% = 5 80-99% = 4 60-79% = 3 Up to 59% = 2</p> <p>iii. 4.0x No. of enrichment practices observed = 16</p> <p>iv. Followed by all the Departments =8 Above 80% = 6 0-79% = 4 Up to 59% = 2</p> <p>v. Within 7 Days = 6 8-14 Days =3 More than 14 Days = Nil</p>	<p>i. Teaching schedule is followed 100% by the teacher =(10)</p> <p>ii. Program outcomes and course outcomes are well defined by each department = (5)</p> <p>iii. Nil</p> <p>iv. IA is evaluated on the factors attendance, performance in midterms test and assignments.= (8)</p> <p>v. Mid terms exams are evaluated and then shared with the students within 07 days =(6)</p>	<p style="text-align: center;">29/45</p>	<p>Page: 03A/03B</p> <p>Page: 04-09</p> <p>Page: 10</p> <p>Page: 11</p>
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<p>3.</p>	<p>Add-on Courses/ Certificate Courses:</p> <p>i. No. of courses (to bespecified separately)</p> <p>ii. % of students benefitted(% of students completed MOOCs spoken Tutorial/NPTEL/Ot her courses offered by recognized organisations)</p>	<p>i. No. of courses >5 and student benefitted >50% =10+10</p> <p>ii. No. of courses >3 and student benefitted 41- 50% =7.5+7.5</p> <p>iii. No. of courses <3 and student benefitted 31- 40% =5+5</p> <p>iv. No. of courses<3 and student benefitted up to30% =2.5</p>	<p>N/A</p>	<p>00/20</p>	
<p>4.</p>	<p>Student Feedback (takenfrom students with 80% attendance)</p> <p>i. Sample size</p> <p>ii. Students satisfaction</p> <p>iii. Action on feedback</p>	<p>i. >25% = 05; 20- 25%=4; 15- 19=3; 10- 14%=2; <10%=1</p> <p>ii. 91-100%=10; 81-90%=8; 71-80%=6; 61- 70%=4; less than 61%-= 0</p> <p>iii. Considered and action taken on doables 81- 100% =10; 61- 80%=8; 51- 60%=6; 41- 50%=4</p>	<p>i. Feedback Performa has been collectedfrom majority of students i.e.>25% =05</p> <p>ii. 91 to 100%% are satisfied = (10)</p> <p>iii. Considered and action taken on doables81-100%</p> <p>=10</p>	<p>25/25</p>	<p>Page: 12</p> <p>Page: 12-13</p>

5.	Examination Results: i. % of Students Passed ii. % of students with A Grade and Above iii. No. Of Students in University Merit	i. > 81% = 9 ; 71-80%=8; 61-70%=7; 51-60%=6; 41-50%=4; 31-40%=3; <30%=0 ii. > 20% with A grade and above = 8 ; 16-20%=7; 11-15%=6; 6-10%=5; 1- 5%=4 iii. HPU /SPU merit list 1 st - 3 rd position= 8 ; 4 th -10 th position = 6	i. Pass % (70.23) = 7 ii. Result has been evaluated on the basis of student performance of Students with A grade (40.47%) = 08 (i) Nil	15/25	Page: 14 Page: 14-18
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2. Student Support, Services and Progression (Score 126/ 280)

S.No.	Activity	Distribution of Scores	Activity Claimed	ClaimedScore /TotalScore	Evidence Attached
1.	<p>Pre and Post Admission Counselling:</p> <p>i. Admission schedule, courses available, student intake, eligibility conditions communicated through various media</p> <p>ii. Pre admission counseling</p> <p>iii. Student oriented about: Institutions, Students facilities, Library, Introductory session with faculty and staff, Academic calendar, requirements of credits per course and CCA and other requirements post admission</p>	<p>i. Publicity through any 3 means = 5; Publicity through any 2 means =3; Publicity through any 1 means = 2</p> <p>ii. Yes = 10</p> <p>Post admission counseling/Induction = 10</p>	<p>i. Admission Schedule, Courses and eligibility criteria are published on the official website, through radio, Newspaper (5)</p> <p>ii. Provide guidance to students before taking admission (visit to GSSS Bharari, Ladraur and Manohar) = (10)</p> <p>iii Student orientation program/ Post admission counseling = (10)</p>	25/25	<p><u>Criteria 2</u></p> <p>Page: 01-03</p> <p>Page: 04-06</p> <p>Page: 07-08</p>

	<p>Scholarships:</p> <p>i. Awareness about different Scholarships Schemes and 100% coverage of all eligible students</p> <p>ii. Scholarships other than Government Schemes</p>	<p>i. =5</p> <p>ii. =5</p>	<p>i. Scholarship committee is formed under the supervision of principal(5)</p> <p>ii. No (0)</p>	<p>05/10</p>	<p>Page: 09-10</p>
<p>3.</p>	<p>Sports and Cultural activities:</p> <p>i. % of students participating in sports activities</p> <p>ii. % of students participating in cultural activities</p> <p>iii. Medal/Trophy won in Sports/Cultural activities</p> <p>a. National/Inter University</p> <p>b. State/Inter college</p> <p>c. District level (also includes cluster level)</p>	<p>i. >20% =10 16-20% = 6 11-15% =2</p> <p>ii. >20% =10 16-20% = 6 11-15% =2</p> <p>iii.</p> <p>a. 12</p> <p>b. 10</p> <p>c. 6</p>	<p>i. More than 25 % students participated in the Sports activities conducted inside and outside the college =(10)</p> <p>ii. More than 20% students participated in cultural activities=(10)</p> <p>iii. State &Inter-state =(0)</p>	<p>20/32</p>	<p>Page: 11</p> <p>Page: 12-14</p>

4.	Students Participating in NSS/NCC/Rangers & Rovers/Clubs:	<ul style="list-style-type: none"> i. NSS = 4 ii. NCC = 4 iii. Rangers & Rovers = 4 iv. Road Safety = 4 v. Red Ribbon/Eco/Youth Red Cross/any other club/society = 4 	<ul style="list-style-type: none"> i. Road safety club is running=(4) ii. Energy club and Literary club is functioning=(4) 	08/20	Page: 15-17
5.	NSS/NCC/Rangers & Rovers: participating in <ul style="list-style-type: none"> i. National camps /RD Parade ii. State camps/ Parade iii. Award won in these activities <ul style="list-style-type: none"> a) National b) State c) Cluster level 	<ul style="list-style-type: none"> i. 10 ii. 7 (either of i or ii) iii. <ul style="list-style-type: none"> a) 8 b) 5 c) 3 	N/A	00/18	
6.	Anti-Drug Awareness Programmes: <ul style="list-style-type: none"> i. No. of awareness programmes organized ii. % of students benefited iii. Counselling of suspected addicts 	<ul style="list-style-type: none"> i. 4 and above = 4; 3=3;2=2, 1=1 ii. More than 50%= 4 	<ul style="list-style-type: none"> i. No. of awareness programmes organized=(01) ii. More than 50% of students benefitted=(4) iii. NIL 	05/10	Page: 18

13.	Student Progression: i. % of Students opted for Higher Education ii. No. of students who cleared National Level examination (IAS, CDS, OTA, JAM, NET etc.) and HAS, A.P. through HPPSC	i. >50% = 10; 30-50% = 8; 20-30% = 6; up to 20% = 4 ii. 5.0 x no. of students (Max. 20 points)	Nil	00/30	
14.	No. of Co-curricular and Sports Activities organised: i. Inter-University Events (Zonal/National) ii. Inter-College events iii. Intra-College Events (Annual Athletic Meet and Cultural Functions)	i. Inter-University Events - 10 ii. Inter-College events - 6 iii. Intra-College Events - 3 Each (Max. 9)	i. Nil ii. Nil iii. Conducted inter college events on dated 28/12/23 = (9)	09/25	
15.	Annual Prize Distribution Function Organized: (Yes/No)	Yes = 10 No = 0	No	00/10	
16.	College Magazine Published: (Yes/No)	Yes = 10 No = 0	No	00/10	
17.	College website updated regularly or not	Yes = 10 No = 0	Updated regularly as per requirement = (10)	10/10	

3.	ICT Facilities: i. No. of Interactive Panels/ Virtual Classrooms Multimedia Projectors/ K-Yan ii. % of teachers using ICT facilities iii. No. of students benefitted from ICT facilities iv. Internet Connections- LeasedLine/ Fibre Network/ Wi-Fi campus (Yes/No) v. Use of ICT facilities	i. 5 or more= 5, 4=4, 3=3,2 =2,1= 1 ii. >50 %=5; <50 %=0 iii. >50 %=5; <50 %=0 iv. Yes=5 v. 100 %=5 75% =4 50% =3 25%= 2 <25%=0	i. Nil ii. Nil iii. Nil iv. Nil v. Nil	00/25	
4.	Facilities for Specially-abled Students: i. Ramps/ Wheel chairs/S upport railing ii. Separate Washrooms	i. Yes = 2 ii. Yes = 2	i. Nil ii. Nil	0/4	

5.	Sports Facilities: i. No. of games / sports activity conducted ii. Indoor sport facilities iii. Adequate sport equipments iv. Gymnasium (Operational)	i. More than 5=8; Less than 5= 4 ii. Yes=4 iii. Yes=4 iv. Yes=4	i. No. of games / sports activity conducted less than 5= (04) ii. Yes Indoor sport facilities Chess and Carrom Board = (04) iii. Adequate sport equipments=(04) iv. No	12/20	
6.	Auditorium/Hostels/Seminar Hall/Staff Quarters	Auditorium = 4 Hostels = 4 (2 Point for each hostel) Staff Quarters = 4 Seminar Hall = 4	Nil in all segments	00/16	
7.	i. Laboratories with adequate equipment according to syllabi ii. Usage of available Lab infrastructure	i. Yes= 10 ii. 100% =10 75% = 6 50% = 5 25% = 3 <25% = 0	i. Nil ii. Nil	00/20	
8.	i. Adequate numbers of computers ii. Usage of computer hardware	i. One system per 30 students = 5; 31- 40 = 3; 41-50=2, more than 50 = 1 ii. 100% = 5 75% = 4 50% = 2 25% = 1 <25% = 0	i. Nil ii. Nil	00/10	

9.	Canteen, Staff Room /Faculty Room, Space For NCC, NSS, Rangers & Rovers, Examination Room, Medical Care Facilities	02 point each facility (Max 10)	Staff Room=02 Examination Room=02	04/10	
10.	Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis	Yes = 20 No = 0	Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis=(20)	20/20	

4. Institutional Management (Score 141/ 220)

Sr. No.	Activity	Distribution of Scores	Activity Claimed	Claimed Score /Total Score	Evidence Attached
1.	Institutional Vision: i. Vision Document ii. Institutional Development Plan (IDP) iii. Plan of Action for above	6 point each	i. Yes =(06) ii. IDP yes=(06) iii. Action Plan(6)	18/18	Page 01-03
2.	IQAC: i. No. of meetings per year ii. No. of programmes organised (Trainings, workshops, IPR, etc.)	i. 4 meetings = 6; 3 meetings =4 ii. 2 per activity (Max.6)	i. Four meeting of IQAC in 2023-24 =06 ii. Two activities organized=(04)	10/12	Page 04
3.	Management of Institutional Funds: i. Funds (BF, AF, PTA etc.)used/ spent for Institutional Development/ student welfare ii. Periodic audit iii. Settlement of bills/advances within a specified time frame	i. Utilized > 90% of the funds collected annually =10; 71- 90% = 8; 51-70% = 6; 31-50% = 4; <30% = 0 ii. Yes = 2 iii. Yes = 4	i. Properly maintained and utilized up to 85.53%= (08) i. No iii. Settlement of all bills and advances if any within specific time period=(04)	12/16	
4.	Grievance Redressal of Students and Employees i. Redressal within week ii. Redressal within month	i. 10 ii. 4 iii. Nil	Installation of water cooler in2023-24 Redressal within one week = (10)	10/10	

	iii. No redressal				
5.	Green and Clean Campus: i. Green initiatives of institution (at least 3) ii. Cleanliness in washroom, buildings / campus	i. 6 ii. Excellent = 10 Satisfactory = 6 Poor =0	i. Three green initiative are compost pit for wet garbage, plastic free campus and plantation within campus in session 2023-24=(06) ii. Satisfactory =(06)	12/16	Page 05-05A
6.	Facilities for Students: i. Common room for girls ii. Adequate toilets as per students' strength iii. Sanitary napkin vending machine/incinerator or regularly put in use iv. CSCA room with proper furniture v. Student centre for co-curricular activities and its regular usage vi. Regular use of playground	3 for each facility	i. Nil ii. Nil iii. Nil iv. Nil v Nil vi. Regular use of playground =(03)	03/18	
7.	Regular Updation of Service Books/Service Records	Yes=3	Yes via HP Manav sampada portal and manually =(03)	03/03	
8.	Timely Submission of ACRs	Yes=3	Yes, For the session 2023-23 it is submitted on	03	Page 06

			dated:25/09/23.=(03)		
9.	Prompt Response to Official Correspondence	Yes = 5	Yes	05	
10.	Proper maintenance of official records(Cash books/Stock registers, Fund registers, Leave records, Fine fund etc.	Yes =10	Yes	10	
11.	Proper record of students attendance and CCA	Yes =10	Yes	10	
12.	Whether ranked by NIRF,Other Agencies	Yes =10	No	0	
13.	Whether accredited by NAAC	A and above (level 4 or 5) = 20 B+ & B++ (level 3) =16 B (level 2) =12 Accredited (level 1)= 10	No	00/20	
14.	Whether AQARs are being submitted as per timeline annually or not	Yes = 12 No = 0	No	00/12	
15.	Recognition for Exemplary Contributions of the Staff and Students	4 point each	Prof. Virender Sharma wrote a text book on political science (POLS304) for the session 2023-24	04/08	Page 07

16.	Involvement of Stakeholders: i. PTA ii. OSA	<ul style="list-style-type: none"> • PTA constituted as per norms=1 • PTA supportive =1 • Significant contribution of PTA (enclose documentary proof) =10 ii. <ul style="list-style-type: none"> • OSA framed as per norms =1 • Financial contribution or equivalent (in-kind) per 10 Alumni of Rs. 25,000/- per annum = 3 • Non-financial contribution (career counselling, talk, interactive session / facilitation in placement of students etc. on regular basis)= 4 	i. PTA Constituted as per prescribed manner =(01) ii. PTA always support the college authority =(01) iii. Significantly contributing towards growth and development=10	12/20	Page 08
17.	Feedback from Stakeholders other than Students and action taken thereon	Yes = 4+	Yes feedback from PTA	04/04	
18.	Annual review meeting on students outcomes in academics, co-curricular, extracurricular and extension and action taken during next academic session for achieving excellence	Yes = 25	Yes, Purchasing of sports Articles Creation of Annual examination Centre Extension activities under road safety club, Construction of New classrooms, Library books, Arrangement of purified water for students	25/25	To be verified from Annual Review Meeting Register

5. Best Practices, Innovation and Institution Distinctiveness (Score 52/ 80)

Sr. No.	Activity	Distribution of Scores	Activity Performed/Score Claimed in ()	Total Claimed Score /Total Score	Evidence Attached
1.	Best Practices Description & Outcome of Best Practices (at least two)	10 points per bestpractice	<p>i. Donation Bank was established in which donation of water cooler, books for library, water tank etc. were received.</p> <p>ii. Institutional/student welfare fund is collected every month from all the staff member w.e.f academic session 2023-24 for the welfare of students/Institution.</p>	20	Criteria 5. Stock Register
2.	<p>Special Initiatives Takenfor:</p> <p>i. Energy conservation/ use of Solar energy</p> <p>ii. Solid Waste Segregation/Management</p> <p>iii. Rain water harvesting and its use for gardening and cleanliness</p> <p>iv. Plastic free campus</p> <p>v. Blood donation camps</p> <p>vi. Adoption of village/ educational institutions</p>	4 points per initiative	<p>ii. Solid waste Management</p> <p>iv. Plastic free campus</p> <p>vi. Adoption of Schools (GPS and GMS) Ghandalwin</p>	12/24	Page 01 Page 02-03
3.	Social Impact of ExtensionActivities: (On the basis of Community Feedback)	Minimum three activities=10,2 activities = 8, 1 activity = 5	<p>i. Two activities (Rally by road safety club</p> <p>ii. Display of banners at panchayat Bhavan and distribution of pamphlet by road safety club.</p>	08/10	Page 04-05
4.	Special New Innovative Initiatives Or Ideas Adopted in the College.(Other than at Sr.No. 5.2 above):	4 points each initiative (max.=16)	<p>i. Majority of Staff Members have donated the books to the institution keeping in view to establish a college library in the larger interest of the students.</p> <p>ii. Visit of staff members to</p>	12	Page 06-07

			GSSS Ladraur, Bharari and Manoh to counsel the 10+2 students in March 2024. iii. Circulation of pamphlets through Newspaper during admission process in order to enhance the student enrollment in the institution.		
5.	Collaborations: i. With Peer Educational/ Research Institutions ii. Other Government Bodies/Industry	5 points each 10 (Max. 10 points)	Nil	00	

6. Faculty Profile & Research Activities (Score 26/100)

Sr. No.	Activity	Distribution of Scores	Activity Claimed	Claimed Score /TotalScore	Evidence Attached
1.	% of Teachers with Ph. D.	More than 70% = 5, 61-70% = 4, 51-60% =3, less than 50% = 2	Less than 50% = 02	2/5	Page 01
2.	Teachers as Research Guides	4 points per research guidance(max.=8)	Nil	-	
3.	No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and Workshops of one week or more Attended by Teachers (in last three years)	30% of faculty =10, 20% of faculty = 8, 10% of faculty = 6, 5% of faculty = 4	Near about 30% of faculty participated.	10/10	Page 02-19
4.	Projects/Patents/Fellowships/Associate ships: i. Major ii. Minor iii. Patents iv. Fellowships v. Associate ships	i. 10 ii. 8 iii. 10 iv. 5 v. 3 (Max. 10)	nil	0/10	
5.	No. of Paper Presented in Conferences/ Seminars/ Symposia (in last three years): i. International ii. National/Regional/State level	i. 2 point per paper presented ii. 1 point per paper presented		08	

6.	Seminars, Workshops, Conferences and Trainings organised by the Institution International Level National Level State Level	6 4 3	Nil	0/6	
7.	No. of Paper Published: i. UGC Care List Journals ii. Non-UGC Care List Journals iii. Citations	i. 5 points per paper ii. 2 points per paper iii. 1 point per 20 citations	02 papers in Non-UGC Care List =04	04	Page 02-19
8.	Teachers' Special Innovative Ideas (Brief description thereof)	5	Nil	00	
9.	No. of Books Published/Chapter in Books	5 points per book and 2 points per chapter	Nil	00	
10.	Teachers Academic and Extension Activities: i. Resource person ii. Member of Board of Studies/Subject expert setc. iii. Popular articles iv.	i. 2 point each activity ii. 4 point each activity iii. 2 point each activity (Max. 10 points from all categories)	i. Resource Person	2/10	Page 20
11.	Awards by Recognised & Reputed Organisations: i. International ii. National iii. State	i. 8 ii. 6 iii. 4 (Max. 8 points from all categories)	Nil	0/8	

7. Miscellaneous (Score 60/120)

Sr. No.	Activity	Distribution of Scores	Activity Claimed	Claimed Score /Total Score	Evidence Attached
1.	Any Other Important Information or initiative not Covered Above e.g. Institution Incubation Centre, R&D- cum-innovation centre, B.Voc, Self-Finance courses, Add-on courses, Internship, OJT, Green audit, Academic audit etc.	10 Each (Max. 50)	Nil	00	
2.	Spot evaluation of institutions by the Officers from the Directorate of Higher Education/representative of the Director of Higher Education	20	Inspection of the institution for college affiliation by HPU officials along with Director Nominee Prof. Ram Krishan, Principal Govt. College Ghumarwin on dated 03/05/24	20	Criteria 07 Page 01
3.	AG Audit paras settled upto date	Yes	Nil	00	
4.	Local Audit Paras settled upto date	Yes	Nil	00	
5.	Timeline adhered to in filing reply of court cases / RTI Applications/ Public grievances received through MukhyamantriSevaSankalp 1100 and Centralised Public Grievance Redress and Monitoring System (CPGRAMS)	Yes	Timely reply of RTI to Directorate of Higher Education	10	Page 02
6.	Invited speakers on various themes relevant to holistic development of Students.	Yes	i. Lecture on personal Hygiene by Dr.Sangeeta. ii. To aware the students about road safety rules, SHO Bhota visited the institution on dated iii. SBI Manager delivered a Lecture on Career guidance on dated 04/11/23.	10	Criteria 2 Page(19-20) Page 03 Page 3A Page 04
7	Skill Development Training(at least 20% students benefited)	Yes	Clay Art (Making of Pottery and Earthenware	20	Page 05

Summary of Scores

S. No.	Criteria	Score	Score Claimed	Evidence Link
01	Teaching Learning	140	83	https://drive.google.com/file/d/1ISCXUI-KXb-K2YPAM6o2VEH9FsgWUDHO/view?usp=sharing
02	Student Support, Service and Progression	280	126	https://drive.google.com/file/d/1PjmB-JKg92EzwrVCFdoNvsWp_j9IChSq/view?usp=sharing
03	Infrastructure & Resources	160	54	https://drive.google.com/file/d/1Kdh1Mt6_4YjacdWJymbHfAROUk5vMuU/view?usp=drive_link
04	Institutional Management	220	141	https://drive.google.com/file/d/1qybRX-YumAEUOjJyUcNjkv0_gbV2ELB1/view?usp=drive_link
05	Best Practices, Innovation and Institution Distinctiveness	80	52	https://drive.google.com/file/d/1G5YnJxw6klXgHRAKDUyVh1oP_s1QXDxv/view?usp=drive_link
06	Faculty Profile & Research Activities	100	26	https://drive.google.com/file/d/1gC4fp2ljAYIUu2PLoTs9IvjrFMdksxOE/view?usp=drive_link
07	Miscellaneous	120	60	https://drive.google.com/file/d/11jU07qhx8vqgV7Phwmc0JIp0_MwOVM8m/view?usp=drive_link
	Total Score	1100	542	

