



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

GOVERNMENT COLLEGE CHAURA MAIDAN
KOTSHERA SHIMLA

- Name of the Head of the institution **Dr. Anupma Garg**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01772653291**
- Mobile No: **9418075100**
- Registered e-mail **principal.kotshera@gmail.com**
- Alternate e-mail **anupma.garg1@gmail.com**
- Address **Rajiv Gandhi Govt. Degree College
Chaura Maidan Shimla-4**
- City/Town **Shimla**
- State/UT **Himachal Pradesh**
- Pin Code **171004**

2.Institutional status

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Himachal Pradesh University**
- Name of the IQAC Coordinator **Dr. Gopal Krishan Sanghaik**
- Phone No. **9418049203**
- Alternate phone No. **01772653291**
- Mobile **9418049203**
- IQAC e-mail address **principal.kotshera@gmail.com**
- Alternate e-mail address **principal.kotshera@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://gccm.ac.in/reports.php?id=AQAR-2020-21&event_id=pdf&pdfkey=AQAR-2020-21.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://gccm.ac.in/reports.php?id=Academic-Calendar>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77.40	2013	16/09/2003	15/09/2008
Cycle 2	B	2.01	2016	25/05/2016	24/05/2020

6. Date of Establishment of IQAC

01/01/2003

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt Degree College Chaura Maidan Shimla-4	RUSA	MHRD GOI	2020	1921376
Govt Degree College Chaura Maidan Shimla-4	UTKRISHT MAHAVIDHALYA	State Govt.	2021	10000000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

The proposed academic upgradation by the committee was brought about by organizing various Skill Development Programmes like Tally Course, Mushroom Cultivation and Wellness Programme and English Communication Skill Training Course for the students.

As proposed by the committee the Career Counselling and Guidance

Cell was provided with adequate infrastructure which included UPS, computer chair and desktops. This was instrumental in organizing an Online Job Drive in the month of July.

Emphasis was laid on strengthening the sports infrastructure as proposed in the previous meeting. For this purpose the sports department was equipped with latest Gym facilities like Treadmill, Body Vibrator, Spin Bike, Elliptical Trainer etc.

The proposed suggestion for digitations of office work and class rooms was worked out by refurbishing its ICT networking and setting up of smart class rooms and virtual class rooms with the provision of UPS, Desktops, Headphones, sliding screen, cameras and additional MIC, Interactive panel & accessories and LCD Infrared optical.

This Development Programme was conducted by the college in collaboration with Himachal Consultancy Organization Limited (HIMCON) for a duration of one month in the college campus to enhance the Skills of students.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
<p>? Steps should be undertaken to enhance the college digital infrastructure, as in higher education there should be an unprecedented access to web-technologies and tools in order to involve students in online activities for their educational experiences. For this purpose the committee proposed for complete digitation of office works and library</p>	<p>The proposed academic upgradation by the committee was brought about by organizing various Skill Development Programmes like Tally Course, Mushroom Cultivation and Wellness Programme and English Communication Skill Training Course for the students.</p>
<p>? Research being one of the main components of higher education, it was proposed by the members to provide facilities for upgradation of research work in the college in order to foster the critical thinking and analytical skills of the students through their involvement in various training courses. In this regard the committee unanimously proposed for the establishment of English language lab which would be beneficial for conducting various skill training courses.</p>	<p>As proposed by the committee the Career Counselling and Guidance Cell was provided with adequate infrastructure which included UPS, computer chair and desktops. This was instrumental in organizing an Online Job Drive in the month of July.</p>
<p>? Strengthening of the existing sports and cultural infrastructure be taken up in order to provide students the opportunities for active participation in a range of activities to be held in the college through various Clubs, Societies and associations. These organizations should steer their projects towards building interpersonal skills in students to enhance their academic performance and to ensure their physical and mental health at</p>	<p>Emphasis was laid on strengthening the sports infrastructure as proposed in the previous meeting. For this purpose the sports department was equipped with latest Gym facilities like Treadmill, Body Vibrator, Spin Bike, Elliptical Trainer etc.</p>

<p>the same time.</p>	
<p>? The committee therefore proposed for a multipurpose court to be constructed to cater to the needs of young sportsmen.</p>	<p>The proposed suggestion for digitations of office work and class rooms was worked out by refurbishing its ICT networking and setting up of smart class rooms and virtual class rooms with the provision of UPS, Desktops, Headphones, sliding screen, cameras and additional MIC, Interactive panel & accessories and LCD Infrared optical.</p>
<p>? Upgradation of academic environment of the college should be achieved by providing better infrastructure, enhanced library facilities seminar room, smart class rooms along with the opportunities to avail different courses targeting towards skill development of the students.</p>	<p>This Development Programme was conducted by the college in collaboration with Himachal Consultancy Organization Limited (HIMCON) for a duration of one month in the college campus to enhance the Skills of students.</p>
<p>? To minimize the lag between education and employment the Career Counseling and Guidance Cell of the college has always tried to under take measures through activities to enhance skillful education and guidance for students. Considering the efforts put in by Career Counseling and Guidance Cell, the committee members aimed at strengthening the cell by providing it appropriate infrastructure.</p>	<p>A marathon was organized on 24 April, 2022 under drug free India campaign by district administration, Shimla. NSS program officer along with 20 NSS Volunteers participated in this program.</p>

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

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Infrared optical.

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Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
Nil	Nil

15. Multidisciplinary / interdisciplinary

The curriculum prepared by University has adopted the interdisciplinary approach. The all students pursuing bachelor in Arts, Science and Commerce are studying different courses which cover multi disciplinary courses. In each discipline the generic and skill based courses have been introduced so that students can study many courses in their bachelor degree.

16. Academic bank of credits (ABC):

This College is affiliated to HP University. The Process of preparing academic bank of credits has been initiated by the University and it may be started in the coming academic session.

17. Skill development:

The college is running BCA (Bachelor in Computer Application) and PGDCA (Diploma in Computer Application). In the current academic session certificate courses were run in association with HPKVN (Himachal Pradesh Kaushal Vikas Nigam). Under these courses students were taught about skill based courses. The students were admitted in courses named Mushroom cultivation and Beautician. The experts helped in culcating special skills among students in these skill based courses.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):****20. Distance education/online education:**

During Corona period all teachers of this college taught students through online education. During the session many classes were

taken through online mode as offline education was not possible while respecting social distancing norms. In some subjects where there was scarcity of teachers the classes were taken through online mode to facilitate the students.

Extended Profile

1.Programme

1.1 26

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 3043

Number of students during the year

File Description	Documents
Data Template	View File

2.2 903

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 811

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 47

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	47
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	162
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	122
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college follows the syllabus and curriculum designed by Himachal Pradesh University, Shimla. For under graduate courses, H.P. University has set up board of studies of each subject. To ensure effective curriculum delivery, the recommendations of the board of studies are strictly followed by the college. At the beginning of each academic session, the college administration provides a well-managed time table which fulfills the prescribed number of hours for each subject. The institution provides library and e-learning facilities to the faculty for the effective delivery of the curriculum. To keep pace with the demands of modern education, the college provides its learners well equipped smart classrooms which improve students learning abilities in interesting ways. The college adopts changes in the curriculum made by the board of studies according to the needs of the</p>	

changing time. To equip students with knowledge and skills, the college has taken various measures such as infrastructure improvements, enrichment of college library and organizing various seminars.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college is affiliated to Himachal Pradesh University, Shimla and follows academic schedule issued by University for teaching, examination and other activities. For the effective implementation of the curriculum, the timetable committee of the college prepares a detailed time table of all the subjects according to the number of teaching hours allotted in the curriculum. The heads of the departments allocate the workload among the faculty members and prepare the schedule of academic activities of their respective departments to be organized during the academic session. The Continuous Comprehensive Assessment (CCA) is implemented in its full spirit. To meet the criteria for internal assessment, mid-term examinations are conducted and students are informed about the examination through notice boards and college website. The students are awarded internal assessments based on their attendance, marks obtained by them in mid-term examinations and their performance in class tests, presentations, assignments, projects etc.. Debates, seminars or quiz programs are also conducted by departments in relevant fields in connection with the curriculum and the results of the mentioned activities are taken into consideration for the internal assessment.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

<p>1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University</p>	<p>A. All of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 656 529 712">File Description</th> <th data-bbox="529 656 1436 712">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 712 529 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="529 712 1436 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 898 529 954">Any additional information</td> <td data-bbox="529 898 1436 954" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	No File Uploaded			
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<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
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<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>5</p>									

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

340

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

340

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Syllabus designed by the Himachal Pradesh University has many components that address the crosscutting issues like gender, climate change, environment education, professional ethics and human values etc. as these issues find ample space in the curriculum. The institution through its various activities ensures not only the effective delivery of the curriculum but also tries to impart a holistic education with respect to the above issues. All the students, irrespective of their stream, have to undertake the paper on Environmental Science (EVS) as a compulsory course in the first year of their program. Generic courses are taught to final year students. Topics covered under this subject are related to folk cultures of Himachal Pradesh, politics, disaster risk management, human rights, gender, violence and governance. Students have benefitted immensely from these courses and additional sessions/workshops/activities. Supplementary activities like tree plantation, cleanliness drives, gender sensitization and

human rights were regularly taken up by the NSS, NCC, Rovers and Rangers, and women of the college to instill awareness, sensitivity as well as activism among the students. World Earth Day, World Forest Day, World Environment Day and World Tourism Day are organized to create awareness about nature, biodiversity, environment and sustainability etc. Social outreach and extra-curricular activities are designed in a manner that all these crosscutting issues of human values are woven together.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

1507

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

2950

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

903

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Teacher Level Activity: Student's classification into Fast & slow learners.

On the basis of 1. Preceding examination results

2. Current class test results

3. Class/ Practical observations

4. Observation of learning pace

Students are being classified into two groups with two different learning attitude & learning habits:

Slow learners.

Fast learners.

Special remedial measures taken for slow learners:

Remedial Classes: In this session, 24-25 classes/periods are taken per class weekly 2 periods taken/conducted.

Extra Assignments & solving question papers: Students were given more & extra exposure for the subjects by extra assignments & providing three extra class work material plus solved question papers.

Peer group learning: Slow learners and fast learner students encouraged to make a peer group by a ratio of 3:1 i.e three slow learners & one fast learner student will solve the problems together solve the problems together.

Personal attention & counseling during theory & practical classes.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3043	47

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presenting methods.

Interactive method: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs.

Departments provide an effective platform for students to develop the latest skills, knowledge, attitude, values to shape their behavior in the correct manner. The department conducts innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The department Implements student-centric methods of enhancing the lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting student-centric methods.

1. **Experiential Learning:** Department conducts add-on programs to support students in their experiential learning.
2. **Field Visits** to engage them in experiential learning while visiting the organization.
3. **Participatory Learning:** In this type of learning, students participate in different activities such as seminars, group discussions, wallpapers, projects, and skill-based add-on courses.
4. **Annual cultural program** - This is organized every year for the students of the department to give an opening to their creativity.
5. The colleges organizes expert lectures on different topics
6. Regular assignments based on problems
7. Class presentations
8. Debates within the department event.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT in education Our College uses a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. Information and Communication Technology has become integral to the teaching-learning interaction, through such approaches as replacing chalkboards with interactive digital whiteboards, using students' own smart phones or other devices for learning during class time, and the "flipped classroom" model where students watch lectures at home on the computer and use classroom time for more

interactive exercises.

The college has upgraded its ICT tools by providing desktops in IT, Computer and Geography Labs, to the teaching staff, by adding tools like projectors, photocopy machines, Interactive panels with camera and speakers, Smart classrooms, Virtual Smart room.

Teachers are digitally literate to use ICT with PowerPoint presentations, Data fetching from internet, and live as well as recorded subject content regularly used in teaching process. These approaches lead to higher order thinking skills, provide creative and individualized options for students to express their understandings, and leave students better prepared to deal with ongoing technological change in society and the workplace.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

47

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

27

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

45

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal Assessment is 30% of total marks and divided as follow:

- 1) 05 marks are allocated for students' attendance for both semester and annual system.
- 2) 10 marks for allotted to Mid term exams which are conducted after completion of 75% of the syllabus.
- 3) 10 marks are allocated for assignments, presentations, seminar etc.
- 4) If a students is appearing under annual system 5 marks are allocated to class tests as well which are conducted after completion of 40% of the syllabii.

Evaluation for cca is impartial and at every level transparency is ensured. Mid term papers after evaluation are shown to the students, and their doubts and queries resolved satisfactorily.

There is also a provision to deal with the examination related grievances of the students that are dealt timely and effectively by the college administration.

Students need to apply to the University for correction in marks and re-evaluation. The administrative office of the college guides the students about the

process. For errors like the

marksheets indicating that the student was absent, the college promptly sends the duly certified attendance

sheet to assist in locating marks in exam branch and correcting discrepancies. Also, errors related to attendance, internal assessment of the students are promptly dealt with.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Internal Assessment is 30% of total marks and divided as follow:

- 1) 05 marks are allocated for students' attendance for both semester and annual system.
- 2) 10 marks for allotted to Mid term exams which are conducted after completion of 75% of the syllabus.
- 3) 10 marks are allocated for assignments, presentations, seminar etc.
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marksheets indicating that the student was absent, the college promptly sends the duly certified attendance

sheet to assist in locating marks in exam branch and correcting discrepancies. Also, errors related to attendance, internal assessment of the students are promptly dealt with.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

In strict compliance with the objectives of Outcome Based Education (OBE), the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty members and stakeholders. Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personality traits that are to be acquired by the students during their graduation.

Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course. They are clearly specified and communicated. After attainment of consensus, the same are widely propagated and publicized through various means such as display and/or communication specified here under.

Website

Curriculum /regulations books

Class rooms

Notice Boards

Laboratories

Student Induction Programs

Meetings/ Interactions with students

Faculty meetings**Alumni meetings****Library**

While addressing the students, the HODs create awareness on POs, PSOs and COs. The faculty members, class teachers, mentors, course coordinators, program also inform the students and create awareness and emphasize the need to attain the outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://gccm.ac.in/reports.php?id=Learning-Outcomes
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution:

Programme Outcomes (POs) , Program Specific Outcomes and Course outcomes are designed to create and develop among students aptitude, skill, ability and capacity for employment, research, critical thinking, social awareness, interactive ability, ethical and responsible disposition, and awareness of and sensitivity to environment and sustainability.

Knowledge and skill that students acquire in their respective subject and their capacity for critical thinking, are evaluated through Continuous Internal Evaluation, Annual Examinations and personal interaction through Value Education Classes. Attainment of these outcomes is excellent, with pass percentage ranging between 92% to 95% in the past 5 years. Most departments organize departmental seminars, presentations, debates, internship etc. on topics dealing with vital social, political, economic, ethical and environmental issues of the time. The knowledge, awareness and sensitivity level is good, gauged from the appreciable student participation in activities on these issues. Such activities also give students a platform to showcase their talents and hone their skills which contributes significantly to their overall

development. Also, active participation of students in NSS and activities of departments attests to their sense of Ethical and Responsible Citizenship . The attainment is satisfactory evidenced through their responsible contribution to department activities.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

811

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://gccm.ac.in/reports.php?id=Annual-Report&event_id=pdf&pdfkey=Annual-Report.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[Students Satisfaction Survey was not conducted by the institution.](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**Nil**

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****0**

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****4**

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

16

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Various units of the college like NSS, NCC, Rovers and Rangers, Eco Club, Red Ribbon Club, Literary Club, Road Safety Club, Departmental Societies, Dramatic Society etc. helps the students

to grow individually and also as a group. Volunteering for various tasks under NSS activities like environmental awareness programmes, drug abuse, cleanliness drive, meditation camp etc. make the students confident, self-reliant and help in acquiring leadership qualities and democratic attitude. Rovers and Rangers unit of the college has carried out various cleanliness drive programmes and blood donation camp. Such programmes create awareness about environment issues. The Red Ribbon Club of the college sensitizes the students and masses through rallies and nukkadnatak about various myths and misconceptions related to HIV. The NCC unit of the college organises programmes which help in inculcating patriotic values among students and the society. The institution has various departmental societies and literary clubs which act as a platform for dissemination of knowledge through various events, activities, workshops and discussions like Hindi Pakhwara, Yashpal Jayanti etc. Eco-club plays an important role in creating environmental awareness and make the students sensitive towards their environment. The Dramatic society organise various nukkadnatak in the college and city to make people aware about various social issues. The college has a Road Safety Club which aims to educate the road users about traffic rules and road safety tips. Entrepreneurship Development Programmes cum Skill Development Training Programmes like mushroom cultivation and wellness/beautician are organised by the college to encourage entrepreneurship.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

7

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

33

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1578

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college provides adequate facilities for teaching learning in terms of classrooms, laboratories, computing equipment to meet the needs of students and staff. The institute has 26 classrooms and 8 laboratories. All the classrooms are fitted with LAN connection. Some of the classrooms are fitted with LED panel, latest LCD projectors and computers. Each study department has computer equipment like desktops, printer/photocopy machines, internet

connections, Wi-Fi etc. In addition to class rooms departments such as physics, Zoology, Botany, Chemistry, Geography, BCA and PGDCA have been allotted laboratories with adequate equipment and computers which are used by the students for lab-based classes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has ample facilities for both indoor & outdoor sports, cultural activities in terms of well-equipped Auditorium which are used by the students for organizing different cultural & social activities. It has a badminton court, table tennis court for indoor sports and volleyball field, basketball court, cricket net practice for outdoor sports. It has well equipped gymnasium, judo and high jump matteress and a ground for sports activities. Construction work for multipurpose sports court is in progress.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

162

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

RFID TECHNOLOGY IN LIBRARY AUTOMATION

INTRODUCTION:

Radio Frequency Identification (RFID) is a method that is used to track or identify an object by radio transmissions uses over the web. Data digitally encoded in an RFID tag which might be read by a reader. This device work as a tag or label during which data read from tags that stored in the database through the reader as compared to traditional barcodes and QR code

In the simplest terms, an RFID system has two parts: a tag and a reader. Information is encoded on the tag, the RFID reader

Accesses that information and passes it along to the or system that needs it. Within tag, there is a microchip that holds information and antenna

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

235699

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

35

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Institute's IT facilities has one dedicated 300 MBPS, 04 Well established computer laboratories and centralized browsing centre with LAN throughout the campus. Secured LAN/Wi-fi access is provided to all users in the departments and classrooms. With its appropriate budgetary provisions, IT infrastructure of the institute is subjected to regular updating in terms of e-learning, e-knowledge facilities for e-contents developments. In this session college purchased 12 more computers

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

122

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1.15

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Institution follows the rules and regulation of Himachal Pradesh government. There is no separate policy and procedure for the maintenance and utilization of physical, academic and sports facilities at institutional level. However, for the growth, maintenance and development of the college, the Principal has made internal mechanism within the framework to ensure smooth functioning of the college. College has 21 UG Departments offering UGC Courses in addition to PGDCA Courses and to ensure proper maintenance of physical, academic and sports facilities each department has been allotted class rooms with adequate seating arrangement for students and teachers. In addition to class rooms departments such as physics, Zoology, Botany, Chemistry, Geography, BCA and PGDCA have been allotted laboratories with adequate equipments and computers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

64

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 441 529 506">File Description</th> <th data-bbox="529 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 529 741">Link to institutional website</td> <td data-bbox="529 506 1436 741"> https://m.facebook.com/story.php?story_fbid=pfbid02KRFnPme81Ee3xBgstUCmVpG4kUs3WwAsemHcjjoByDgRhGyeCWFPA2fZ23CCMLt2Tl&id=100008706762028&mibextid=Nif5oz </td> </tr> <tr> <td data-bbox="86 741 529 806">Any additional information</td> <td data-bbox="529 741 1436 806"> View File </td> </tr> <tr> <td data-bbox="86 806 529 949">Details of capability building and skills enhancement initiatives (Data Template)</td> <td data-bbox="529 806 1436 949"> View File </td> </tr> </tbody> </table>	File Description	Documents	Link to institutional website	https://m.facebook.com/story.php?story_fbid=pfbid02KRFnPme81Ee3xBgstUCmVpG4kUs3WwAsemHcjjoByDgRhGyeCWFPA2fZ23CCMLt2Tl&id=100008706762028&mibextid=Nif5oz	Any additional information	View File	Details of capability building and skills enhancement initiatives (Data Template)	View File	
File Description	Documents								
Link to institutional website	https://m.facebook.com/story.php?story_fbid=pfbid02KRFnPme81Ee3xBgstUCmVpG4kUs3WwAsemHcjjoByDgRhGyeCWFPA2fZ23CCMLt2Tl&id=100008706762028&mibextid=Nif5oz								
Any additional information	View File								
Details of capability building and skills enhancement initiatives (Data Template)	View File								
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
347									
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year									
347									
<table border="1"> <thead> <tr> <th data-bbox="86 1330 529 1395">File Description</th> <th data-bbox="529 1330 1436 1395">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1395 529 1460">Any additional information</td> <td data-bbox="529 1395 1436 1460"> View File </td> </tr> <tr> <td data-bbox="86 1460 529 1686">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="529 1460 1436 1686"> View File </td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File			
File Description	Documents								
Any additional information	View File								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File								
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances	A. All of the above								

through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

44

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

77

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In order to ensure active participation of the students, the institution constitutes College Students Central Association every year in accordance with the rules framed by Himachal Pradesh University. CSCA comprises of President, Vice-President, Secretary and Joint Secretary. In addition, we have Class Representatives as well. They are nominated on the basis of merit in the previous year examinations. Besides this, due representation is given to

outstanding students for their contribution and achievements in NSS, NCC, Rovers and Rangers, Sports, and different Clubs and Societies. Students also get due representation in various important committees of the college like IQAC, RUSA, Women Cell etc., and also on the Editorial Board of the College Magazine. They extend helping hand to the college administration in organizing various online and offline activities. They also help in coordinating the activities of different Committees, Societies and Clubs in the college. They remain active throughout the year and provide full support in maintaining general discipline in the college campus. They convey students' grievances to the authorities and act as a bridge between students and college administration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Kotshera Alumni Association executive body elected every year actively provide suggestions for the welfare of college. Ever since the Covid crises, the activities somehow slowed down so did the mobilization of members and financial contributions during the year. However, the contribution in term of important suggestions and involvement as a few guest speakers/key resources persons in academic and extra curricular events.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
---	----------------------

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

College follows the practice of decentralization in its true sense, in all the three important pillars of the institution: academics, administration and extra-curricular activities.

Mushroom cultivation/ wellness course showcases the practice of decentralization and participative management in entirety during 2021-2022. The primary objective of decentralization with regard to this particular course is to extend opportunities for students as well as teachers to contribute profoundly, enrich the decision-making process, and nurture greater democratic professionalism, together with proficient event management. Under the guidance of the principal, various Committees are constituted to take care of the course. Each Committee has teaching and non-teaching members as staff advisors and some students who are part of the students core committee. Students from different streams have been called

for active participation to grab the opportunity to enhance their skills. The Finance and Accounts Committee allocates funds to the organizing committee for their respective course. The discipline Committee in coordination with NCC and NSS volunteers ensures that the course is conducted in a disciplined environment. The Principal put up duty charts for teaching and non-teaching staff. Decentralization of administration refers primarily to a process, in which students are given a free hand to make decisions about the judicious use of resources, financial management, execution of programmes, other arrangements, and so on. This sort of decentralization allows the students to be more responsible, responsive, sensitive and proactive to exercise their own discretion for planning and execution in a participatory and democratic environment.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Response:

College follows the practice of decentralization in its true sense, in all the three important pillars of the institution: academics, administration and extra-curricular activities.

Mushroom cultivation/ wellness course showcases the practice of decentralization and participative management in entirety during 2021-2022. The primary objective of decentralization with regard to this particular course is to extend opportunities for students as well as teachers to contribute profoundly, enrich the decision-making process, and nurture greater democratic professionalism, together with proficient event management. Under the guidance of the principal, various Committees are constituted to take care of the course. Each Committee has teaching and non-teaching members as staff advisors and some students who are part of the students core committee. Students from different streams have been called for active participation to grab the opportunity to enhance their skills. The Finance and Accounts Committee allocates funds to the organizing committee for their respective course. The discipline Committee in coordination with NCC and NSS volunteers ensures that

the course is conducted in a disciplined environment. The Principal put up duty charts for teaching and non-teaching staff. Decentralization of administration refers primarily to a process, in which students are given a free hand to make decisions about the judicious use of resources, financial management, execution of programmes, other arrangements, and so on. This sort of decentralization allows the students to be more responsible, responsive, sensitive and proactive to exercise their own discretion for planning and execution in a participatory and democratic environment.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality policies and strategies. Mentorship is introduced in all the departments and it is commendable supervised by the Principal and the Vice-Principal. They invite suggestions from senior staff and to study the impulses of the institute in general and take steps for further improvements as far as they are within the capacity and recommend the management for modifications. The following strategies are adopted by the institution to monitor and evaluate policies: Regular meetings of the Councils; Managing Council and IQAC: The feedback system; Regular feedback from Stakeholders, Staff, Students and Alumni Members, Regular visits of the Principal and the Vice principal to the departments and interaction with heads of the departments Heads of the departments monitor the system of each department regularly. One such broad area in which the institutional perspective and strategic plan has been successfully implemented is that of Teaching, Learning and Research. This has been achieved through the deployment of an action plan for the following initiatives: 1. Faculty Development Programmes 2. Introduction of innovative Add-on/Certificate Courses by the Add-on-Courses Committee. 3. Emphasis on using the ICT tools for effective teaching and learning. 4. Workshops are organized by various

departments to give an exposure to both faculty and students about the latest global trends in academics, industry, sciences and environment.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college works towards attracting and maintaining a competent, committed and satisfied workforce. It is ensured that the college takes decisions with regard to teaching and non-teaching staff within the parameters provided by: - UGC - H.P.University. Duties/Responsibilities are assigned as per qualifications and aptitudes. The Governing Body is responsible for Policy making. The decision-making procedures are made at appropriate levels in the organizational hierarchy. Constitutional bodies such as IQAC Cell, Anti-ragging Cell etc., as per the university/ government guidelines are also included in the organizational structure of the institution. A committee comprising of faculty members and administrative staff are involved in the planning and implementation, academic inspection and evaluation. The best level of decentralization and participative decision making process are in practice. Service Rules: The institution strictly follows the service rules. It's been uploaded on the website too. The institution runs for 7 hours. The teaching and non-teaching faculty have the benefits of Casual Leaves, Earned Leaves, Medical Leaves and Maternity/paternity leaves etc., Recruitment is taken place according to the norms of the University, Government, Principal, and Subject experts decides the worthiness of the faculty member by his/her performance in the interview according to the parameters they are looking for. Promotional policies: The institution follows the good academic standards; Merit scholarships are given to the meritorious students. The suggestions of the employees are considered vital inputs for plans and strategies of the College.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

For Teaching Staff-GPF,EPF,TWF.

For Non-Teaching Staff- GPF, EPF.

For Students- Fee Concession for IRDP/BPL, Tution Fee-waived off for domicile Himachali Girls.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

17

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college has PBAS for assessment of teaching staff. The Annual Confidential Report is based on the annual performance of the employee on the basis of their academic, research and other extra-curricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college Principal has constituted committees such as advisory committee and purchase committee for the efficient use of available financial resources. The bursar of the college looks after the financial matters. For any expenditure to be made a proper demand in writing is made by the concerned department with full details of requirement to the Principal. The Principal after scrutinizing the application, grants permission and sanction to the department/official concerned for purchase after fulfilling all the coddle formalities as per the rules of purchase of the Government of Himachal Pradesh. The purchase committee of the college invites quotations and after scrutiny and comparing rates the supply order is placed to the firm which has lowest quoted

rates. Funds generated through Self-Financing Courses and PTA is used under the regulations framed by the college as per the Government guidelines. Internal audit: The purchase committee, Internal Audit Committee/Stock Verification Committee and the Bursar of the college keeps a check on each and every payment of bills from the funds of different heads of the college regularly. External audit: The external audit of government funds is done by the accountant general of Himachal Pradesh through local audit committee of the office of Accountant General of Himachal Pradesh. The audit of Higher Education Institutions (HEIs) funds and the funds of self-financed courses is done through a registered Chartered Accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1736347

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College is a government institution which functions according to the various rules and regulations of the Govt. of H.P. and the H.P. University. The college follows the strategies for mobilization of funds and optimal utilization of resources as directed by Govt. of H.P. The major fund providing agencies are UGC, H.P. University, H.P. Govt., RUSA grants, Self-Financing Courses (HEIS) and different student funds. After receiving the

grant, it goes through various processes involving the Principal, who is the Distributing & Disbursing Officer (DDO), the Bursar, the Purchase Committee and the college Office before it is finally disbursed to the concerned person or the respective department(s). The funds received are properly utilized to create better infrastructural facilities for enhancing the academic environment.

Main financial resources mobilized during 2021-22

Name of Fund for the Financial Year 2021-22

1. Funds and Grants from UGC/RUSA/UTTKRISHT Grant:

Amount:- 10000464

1. Salary Grant from State Government:

Amount:- 69474555

1. Fees and Funds:

Amount:- 13241441

1. Fees collected from Self-Finance Courses:

Amount:- 2151770

1. Other income from Self-Finance Courses:

--Nil---

1. Scholarship:

Amount:-269858

1. Endowments:

-- Nil---

1. Centre/State Government funding for NSS:

Amount:- 67500

1. Alumni: --Nil--

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance cell has contributed significantly for institutionalizing the Quality Assurance, strategies and processes.

Under the Utkrisht Mahavidalya, IQAC in session 2021-22 initiated various measures to improve the academic, administrative and infrastructural facilities in the College. Mushroom Cultivation Training Programme under Skill Development Programme, Beauty Parlor/ Wellness Training Programme under Skill Development Programme, Training programme on software 'Tally' and English Language Lab, English Communication Skill Training Course, Interactive Panel, Water Proofing of Parking Area, Solar Plant and Library Automation etc are some significant steps and initiatives taken by the IQAC in session 2021-22

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution review its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC setups as per norms. To enhance the effectiveness of teaching and learning and to produce skill based employable graduates various pedagogies including project based learning, self learning and peer assisted learning are introduced. Project based learning is introduced for both theory and lab courses for the better understanding of the concept and to enable

the students to apply their knowledge in real life.

IQAC of G.C.Chaura Maidan steered the initiatives towards quality Enhancement of the teaching,

learning and research activities of the teachers as well as the students of the College. The cell was able

to:-

1. Encourage the various clubs and societies of the college to organize events to involve students

in the community service, environmental and issue-based programs under Central and State

Government initiatives or schemes . Aids awareness, Gender equality, Drug de-addiction and

Disaster Management camps and campaigns were taken on priority basis by involving the Red

Ribbon club and Rovers and Rangers.

1. Active participation of students in the smooth functioning of the college was ensured by

encouraging the CSCA of the college to assist the various Initiatives of the college administration

1. The college organized state and national level competitions

of various games in the college campus in theyear 2017.

1. Organise educational tour to the different cities of India to give exposure to the students to

unique Geography, Economy and culture of these places.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Rajiv Gandhi Government Degree College, Chaura Maidan, Shimla, ensures women's empowerment through gender equity in education. Many seminars, workshops, and expert talks, offering key roles in institutional growth have always been organised by the Institution from time to time. Safety and security of women

remains the main concern in the institution.

The facility of separate common rooms is available in the college. Students have been apprised of the gender issues each year. The Institution has taken several measures to enhance safety & security of women on the campus by constituting the Internal Women's Grievance and Redressal Cell, installing CCTV cameras and providing ground-the-clock security. This system ensures that all the female staff and students can move freely on the campus and feel assured that they are secure at all times on the campus.

The Institution also organized training programmes, seminars, workshops, etc. on gender equity and sensitization. The College organized several other programmes viz. Pledge for Parity, Talks on Women's Issues, Gender Sensitization Programmes, Legal Rights for Women etc. Along with the safety and security, the counselling for girl students has also been an integral part of the gender sensitization action plan on annual basis.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has made every effort to keep the campus clean by adopting various measures towards solid, liquid and e-waste management. The College campus is plastic free and emphasis on digitalization of all official documents is encouraged. The solid waste is carried away by the garbage collecting vehicles of the municipal corporation on regular basis. Cleanliness drives are carried out by different community wings of the college like NCC, NSS and Rovers and Rangersin and around the campus which included cleanliness camps and awareness programmes carried in the adopted village Sangti near Summer Hill. During these drives the college volunteers had demonstrated the proper procedure of disposing the waste. Likewise within the campus students are made aware about the treatment of waste through seminars and talks organized by the different clubs and committees. Efforts are also undertaken for the reduction of waste as the institute focuses on maintaining a paper free administration. Recycling of solid waste is carried out by segregation for which bins have been placed at different spots to ensure its treatment at its source. Solid waste which is not in usable condition in various laboratories is recycled by writing them off through the procedure of public auction.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of Bicycles/ Battery powered vehicles**
- 3.Pedestrian Friendly pathways**
- 4.Ban on use of Plastic**
- 5.landscaping with trees and plants**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

C. Any 2 of the above

with ramps/lifts for easy access to classrooms.
 Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
 5. Provision for enquiry and information :
 Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

India is full of huge cultural diversity. Keeping in view the unity in diversity our college makes every effort to maintain the communal harmony. The students in the college come from Shimla, Kullu, Kinnaur, Bilaspur, Mandi, Solan and Sirmur districts. The admission process is carried out as per Government norms. The students belonging to SC/ST and other economically weaker sections of the society are encouraged and facilitated to enroll for various scholarship schemes provided by the government in an effort to promote the socioeconomic harmony. The students along with faculty members are fully involved in the national developmental activities, national festivals, awareness rallies and essential government campaigns. The Rovers and Rangers, NSS and NCC units of the college actively participate and at times organize events to inculcate tolerance for diversities among the students and to promote inclusive and harmonious environment for student progression. Hindi literary society and English literary club exists in the college which allows the students to showcase their literary skills by organizing various events and competitions during the academic year in an effort to bridge the

linguistic gap. The students dynamically contribute and participate in the activities of the Red Cross Society throughout the year.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Students are made aware about their constitutional obligations through the 'Student Induction lecture' by the Principal in the beginning of the academic year and through out year following activities are organized in the college for the values, rights, duties and responsibilities among the staff and students.

Women's Day (March 8th)

For helping women gain full and equal participation every year International Women's Day is celebrated in the college.

International Yoga Day (June 21st)

For the promotion of global health, harmony and peace 'International Yoga Day' is celebrated by the college.

Independence Day (August 15th)

The 'Independence Day' celebrated by hoisting "Tricolour Flag" in college premises by the Principal. We also remember and commemorate all the great personalities and freedom fighters.

Teachers Day (September 5th)

As a mark of respect and appreciation to their teachers, the students of this institution celebrate the 'Teachers' Day'.

National Unity Day (October 31st)

The National Unity Day is observed on the by the institute.

Constitution Day (November 26th)

On this day students and staff is made aware about Constitutional Rights.

World AIDS Day (December 1st)

To raise awareness of the pandemic caused by HIV World AIDS Day is observed every year by the college.

Flag Day (December 7th)

To celebrate this day students collect fund and donate it for the welfare of the Armed Forces personnel.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The detail of the events organized during 2021-22:

1. International Women's Day Celebration (8th March, 2022)

State level function was organized by the State AIDS Control Organisation in collaboration with our college.

1. Celebration of Shahidi Diwas (23rd March, 2022)

by paying tribute to the martyrs who sacrificed their lives during the freedom struggle.

1. International Literacy Day Celebration (8th September, 2021)

A Declamation Contest was organised.

1. NSS Day Celebration (September 24, 2021)

Patriotic Songs were sung and speeches were delivered.

1. Celebration of Constitution Day (Nov 26, 2021)

A Declamation Contest, Dance Competition, Singing Competition, Slogan Writing Competition and Painting Competition were organized.

1. Gandhi Jayanti Celebration (2nd October, 2021)

A Cleanliness Camp was organized in the campus.

1. Communal Harmony and Armed Forces Flag Day Awareness Campaign (19th November to 25th November, 2021)

The NSS Unit organized an awareness camp and distributed flags and collected funds.

1. HIV Awareness Day /World AIDS Day Celebration (Dec 1, 2021)

By the Red Ribbon Club to spread awareness and combat stigmas attached with HIV/AIDS.

1. International Day against Drug Abuse and Illicit Trafficking (26th June, 2022)

Students participated in state level function.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1:

"Use of Information and Communication Technology (ICT) in Teaching & Learning"

The Budgetary provision for ICT during the year 2021-2022 was Rs 61,13,916.

Best Practice 2:

"Multipurpose Court for Sports"

The Budgetary Provision for the Multipurpose Court for Sports Activities was approximately Rs 25 lakh during the academic session 2021-2022.

Details of Best Practices as per NAAC Manual has been duly uploaded.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

During the academic session 2021-2022, the College enhanced and upgraded the ICT-based facilities in teaching and learning as detailed hereunder:

- The College provided Computer Systems with latest Configuration to all teaching and non-teaching staff.
- The College developed eight fully ICT-enabled Classrooms fitted with the latest 75-inch Interactive Panels.
- The College developed a Virtual Classroom fitted with 75-inch Interactive Panel and Internet Connectivity and Webcam
- The College developed an e-Resource Centre in the Geography Lab by providing five Computer Systems with latest configuration and high-speed internet facility.
- The College Library was fully automated with latest technology and WiFi and high-speed Internet facility.
- Besides, the College provided the teachers eleven Faculty Cabins having LAN Connectivity, UPS Connectivity and WiFi Fibre Connectivity with High-Speed Internet (>200 MBPS) facilities.
- The College Staff Room was also connected with the WiFi and high-speed Internet Fibre facility.
- The College has installed CCTV Network including 35 Nodes with CAT-6 Cables throughout the Campus.

RGGDC Kotshera proudly claims Institutional Distinctiveness in the use of the latest Information and Communication Technology based facilities in the College.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Our College has identified the following plans of action for the next year:-

1. To facilitate the continuous upgradation of knowledge and use of Technology by both the students, teachers and the administrative staff of the College.
2. This shall be done by upgrading the existing ICT facilities by installing more smart /Virtual classrooms, Computer/Language Labs, Automated Library and ICT facilities in Faculty Department rooms.
3. To provide special support initiatives in the field of research based projects for the students and teachers of the college by establishing a separate Research Centre in the college.
4. To promote and launch more job-oriented skill-based short term courses in order to enhance the employability of the students.
5. To give additional thrust to campus placement initiatives.
6. To create awareness about Climate change and initiate measures to protect and clean natural environment.
7. To ensure physical and intellectual development as well as to promote sports activities by organising inter-college championships of various games for the students as well as the staff.
8. To upgrade the facilities and infrastructure of sports and games in the college campus.
9. To create a holistic development of students, faculty members and support staff of the college.
10. To organise a National Seminar.