



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

GOVERNMENT COLLEGE KARSOG

GOVERNMENT COLLEGE KARSOG

175011

www.gckarsog.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in 1994, Government College, Karsog, a premier educational institution caters to the needs of the students of rural area. Affiliated to Himachal Pradesh University, Shimla and Sardar Patel University (SPU), Mandi (HP), it offers graduate courses in Humanities, Sciences, Commerce, and post-graduate courses in English, Hindi and Political Science. The motto of the college is “????????????????”, which means “Knowledge is the Elixir of Life”. The primary objective of the institution is to equip and enable students with the knowledge and skills that become instrumental in making them productive to the society. The institution primarily focuses on academic excellence through the use of the state-of-the-art facilities, personality development and social orientation of the students. Thus, the college aims at providing quality education to the students by grooming them into wholesome personality. Sincere efforts are made to bridge the gap between words and deeds, promises and performance.

The mutual bond that the staff and students share is the testimony to the fact that the institution is able to build an amiable community interface. Developing the sense of selfless service among the students through co-curricular pursuits, they are motivated to contribute towards their immediate surroundings. The institution engages the students in activities combined with education to promote sustainable and eco-friendly practices.

The forte of the institution lies in maintaining a congenial learning environment in terms of the state-of-the-art infrastructural facilities that provide them a platform to grow. Well-equipped labs, ICT lab, Language-cum-Career Lab, Computer Lab, Tally ERP 9.0 software, Library with 14,475 books on different subjects, newspapers, magazines, journals, etc., INFLIBNET and an e-corner in the library, Smart Class Room, Conference Hall, Music Instruments, etc. are also available to enhance the personal abilities and competence of the students.

Facilitating the basic amenities in the campus, LED lighted, Solar Water Heating System enabled Girls’ Hostel, Common Room, Sports Facilities, Eureka Forbes Industrial Water Purifier facility have been provided to the students.

Internal Quality Assurance Cell (IQAC) with the patronage of the Government of Himachal Pradesh and concerted efforts of enthusiastic team of staff members is working assiduously in inching towards the excellence.

Vision

The vision of the institution is to achieve excellence and noble character through Knowledge. The vision of college has been derived from the Sanskrit language, “????????????????” which means “Knowledge is the Elixir of Life”. The endeavour of the institution is to instill the core values of character and commitment that paves the way for attaining knowledge.

Mission

Keeping in view the vision of the institution, the main thrust areas are highlighted in the mission statements:

Mission Statements

- To contribute richly to the development of the quality of life of rural youths
- To foster value-based qualities like discipline, character-building, humility, and commitment among the students
- To encourage curiosity, innovative approach, and scientific temperament
- To incorporate high-tech techniques to enhance the skills of the students
- To stimulate academic activity with integrated personality development

Mission - "CHARACTER AND COMMITMENT"

The mission statements are in consonance with the emblem fostering the qualities of 'Character' and 'Commitment' and underlining the noble principles with which the college attempts to work in the field of education. These together frame a life- long philosophy to the students for addressing the needs of the society they live in. The institution maintains the tradition of value orientation and is committed to qualitative, value based and progressive education. The emphasis is laid upon grooming the wholesome personality by imbibing core values— discipline, character-building, humility and commitment. The work-culture of college instills its students to be an asset to their immediate society and be productive in translating their role as good citizens.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Government College Karsog, District Mandi (HP) primarily caters to the needs of the students of the rural area and economically weaker sections of the society and strives to transform their lives through value based education.
2. The strength of the institution is its well-qualified, experienced and committed faculty members, industrious administrative staff, state-of-the-art infrastructure having well-equipped college library, an access to e-books and e-journals through INFLIBNET, e-corner and NDLI facility, interactive Smart Classrooms, Conference Hall, Girls' Hostel, sports facilities including a gymnasium and high speed Broadband/Wi-Fi internet access and other requisite facilities.
3. The faculty appointed by Himachal Pradesh State Public Service Commission, Shimla has a rich academic and research base and they have attended orientation and refresher courses, seminars, workshops and conferences to get updated on the changing trends in the field of education and related areas.
4. Add-on courses on 'Accounts Executive', 'Social Media Managers' and 'English, Employability and Entrepreneurship' were introduced and skill-oriented education is the primary aim of the degree programmes.
5. Feedback from students, faculty, parents and alumni is given due consideration for quality improvement. Alumni Association plays active participation in the development of the institution.
6. Remedial measures and tutorial hours for slow and advanced learners are arranged as per demand.

7. NSS Camps, NCC Camps, Blood Donation Camps, Social Awareness Drives (AIDS awareness, social and gender equity, public health, National Integration, etc.) and other outreach activities are conducted to integrate the academic programmes with social and community objectives building community interface.
8. Involvement of students in organising various functions by different clubs, societies and departments throughout the year complements class-room interaction.
9. Financial support is ensured to students through various scholarships.
10. A committed IQAC is bound to quality enhancement and sustenance initiatives through interwoven curricular, co-curricular and extra-curricular activities.
11. Pollution-free and eco-friendly green and clean campus.
12. Healthy teacher-student relationship. The availability of teachers outside the class room and after working hours to guide and to counsel is a hallmark in this regard.
13. To instill an attitude of respect towards the environment and encourage students not to involve themselves in ragging and any other violent activity in college campus.

Institutional Weakness

1. Being an affiliate institute to Himachal Pradesh University, Shimla (HP) and Sardar Patel University, Mandi (HP), and managed by the Department of Higher Education, Government of Himachal Pradesh, the institution is dependent upon government funding for its growth and developmental activities.
2. The transfer of faculty in the middle of an academic session hampers the teaching-learning process.
3. Lack of an interactive mechanism and formal linkages with centres, industries as there are no major industries operating in the region due to the geographical isolation of the college.
4. No autonomy in academic and financial matters.
5. Unavailability of Boys' hostel and staff quarters. The development of these facilities is hampered by lack of adequate land with the institution.

Institutional Opportunity

1. Scope for better research culture and need to explore the avenues for taking up major and minor projects from different funding agencies.
2. Introduction of more add-on programmes and self-financed courses like BBA, BCA, B. Voc., Biotechnology, PGDCA, skill enhancement courses, e-commerce, communication skills, etc. for acquisition of potential /skills for employability.
3. Exploring the possibility for the expansion of the college campus.
4. Need to harness organic farming and to set up Vermi-compost facility.
5. Introducing new area specific courses on agriculture, horticulture, and sericulture.

Institutional Challenge

1. The lack of exposure of students hailing from rural areas prove to be a major hurdle in realising the real potential of the students in academic and related activities.
2. Students are mostly first generation learners getting little motivation from the parents or the society.

3. Poor ICT knowledge of the students who come from different school background.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The curriculum for all courses followed by the college is designed by Himachal Pradesh University and Sardar Patel University, Mandi (HP). However, some faculty members contribute in designing the curriculum as members of the board of studies/committee. The prospectus contains the structure of courses available for the students to pursue and the academic calendar. The Induction Programme for new entrants is conducted to familiarise the students with the curriculum and the facilities available in the campus. The faculty ensures well-planned curriculum delivery as per the guidelines laid out in the academic calendar.

The college offers UG programmes in 18 subjects in Humanities, Science and Commerce under the Choice Based and Credit System (CBCS) along with post-graduate courses in English, Hindi and Political Science. The college provides diverse and flexible programmes of study as envisaged in CBCS guidelines. Students are allowed to select courses according to their choice thereby promoting interdisciplinarity. However, the choice and allotment of courses to the students is subject to merit.

The goals and objectives of the curriculum are transmitted to the students by the faculty through interactive teaching. The learning course outcomes of different subjects are delineated by the faculty with the students in the classroom and are also flashed on the college website. Emphasizing on the cross-cutting issues as described in the curriculum, the integrated, interactive and engaging curriculum delivery tries to build ethical values, gender equity, human values, environment consciousness, etc. The college maintains a tradition to organise expert lectures on the curriculum to provide a bigger canvas to the learners.

Add-on courses on Accounts Executive, Social Media Manager and English, Employability and Entrepreneurship (EEE) were introduced in the institution under the aegis of Himachal Kaushal Vikas Nigam (HPKVN).

Ensuring the quality education, the college strictly adheres to Comprehensive Continuous Assessment/Evaluation of the students. To make the system transparent, feedback on the part of the faculty, student feedback and feedback from stakeholders? parents, alumni is also taken which helps in identifying the new courses/ programmes that can be introduced in the ensuing academic session and the valuable suggestions for the betterment of the institution.

Teaching-learning and Evaluation

The institution promotes the student-centric environment where the students get an open access to learning resources. Following the transparent online admission process, the students can opt for the course of their own choice. After getting the approval from the admission committee, students get admitted on the basis of merit-list in respective Discipline Specific Course (DSC). Further, in order to ensure equal opportunities to all in the admission process, reservation policy is strictly followed as per the State Government/HPU/SPU norms.

The college follows the teaching, learning and evaluation schedules notified by Universities. The teachers deliver their lectures as per the programme outcomes and course outcomes of different subjects/courses. The

faculty also strengthen their knowledge-base and keep abreast with the latest trends in their particular field to make the teaching-learning process an enriching experience.

To make the teaching-learning process effective, teachers use student-centric methods by incorporating the ICT- enabled tools including online resources. Guest lectures, workshops/ seminars/ presentations are conducted to sharpen the skills of the students. To promote the participative learning, the students are encouraged by debate, discussion, seminars and presentation methods. To inculcate the problem-solving skill among the students, brainstorming sessions are simulated where the students work as a team and come up with their valuable inputs. The college conducted 'Grammar Workshop' (Department of English), project work (Department of Life Sciences), Theatre Workshop and adaptation of stories by Munshi Prem Chand (Dramatic Club) to enhance the experiential learning of students.

Internal assessment for all courses is awarded as per the CBCS guidelines laid down by the universities. Continuous and Comprehensive Assessment (CCA) comprising of attendance (5 Marks), class tests (5 Marks), assignments/seminar/presentations, question- answer sessions/ quizzes (10 Marks), mid-term examinations (10 Marks), term-end examinations (70 Marks) and for subjects having practical? practical (20) and term-end examinations (50 Marks) are strictly adhered. The students' grievances related to internal examination and evaluation are redressed promptly.

The IQAC of the college also plays a pivotal role in ensuring effective and goal-oriented teaching-learning process and quality of education by encouraging the faculty members to attend seminars/conferences/workshops/Faculty Development Programme (FDP) orientation programme, etc.

Research, Innovations and Extension

Being an affiliate college, research activities are carried out by the faculty members at their own level. Twelve faculty members are Ph.D. and five members are pursuing their Ph. D. Only some faculty members are engaged in supervising the research students as co-guide. The faculty has enlisted their research papers in UGC CARE List Journals, other Peer-Reviewed journals of repute, edited the book, chapters in books/ conference proceedings, etc.

To promote the research, the teachers are granted study leave by the Higher Education Department, (HP). The teachers also participate in In-service Training Programmes of varying durations conducted by different government and other bodies. For enhancing the skills of faculty, the institute encourages them to participate in Refresher Courses, online MOOCs, Short-Term Courses, Workshops, national and international conferences and seminars. The faculty members are encouraged to send proposals to UGC/ICSSR/CSIR and other funding research agencies for research and innovation.

As far as outreach programmes and extension activities are concerned, the institute provides ample opportunities for the students for their holistic development. The students are equipped with social and life skills like maintaining personal hygiene and cleanliness in society, engendering environment consciousness, etc. These skills make them active contributors, addressing local challenges and fostering sustainable development. Programmes of social importance are carried out by Triveni?NCC, NSS and Rovers and Rangers units of the college. The extension activities foster the spirit of social and humane consciousness that motivates them to reach out to their fellow beings, particularly the needy and the marginalised. The efforts of the institute have been acknowledged by the local administration and departments. The college also recognise the efforts of the students by awarding prizes to them at the Annual Prize Distribution Function.

Infrastructure and Learning Resources

Spread over an area of about 14,360.28 square meters (with 8045.34 square meters of built up area) of land, the college has become the premier institute of education in this part of the state. The spacious building includes an administrative section, well-lighted and ventilated classrooms and fully-equipped and updated laboratories for Physics, Chemistry, Botany, Zoology, Geography, Computer Lab and a Language-cum-Career Lab. IT labs are equipped with latest computers and broadband connectivity (Bharat Fibre 250 mbps). The college campus has been made Wi-Fi enabled. The college also has a Library, Conference Hall, Seminar Hall, Staff Room, Library and a Common Room for girls. There are separate rooms for House Examination, NSS, NCC, Rover & Ranger, Sports, CSCA Room and separate faculty cabins. The college also has an IQAC Cell/UGC Resource Centre. The Canteen facility is also available to the students adjacent to the college building. The facility of Girls' Hostel has been provided for the girls and it can accommodate 53 girls.

The college library provides services that support the diverse curriculum in Science, Arts, and Commerce as well as on subjects of professional and general interest. The reasonable collection of books, magazines and other library material provides adequate resources to explore all areas of human knowledge within the framework of learning. ICT rich environment has been instituted to encourage students to become more focused in their learning. Access to online educational resources is provided through the INFLIBNET. Infrastructure of the college is also used by several outside agencies for conducting examinations and other government programmes. To keep the environment of the college clean, healthy and eco-friendly, LED lighting has been instituted in the campus along with a Solar Water Heating System for the Girls' Hostel. Use of polythene bags and the burning of dry leaves have been prohibited in the college campus. The rain-harvesting system has been set up to store the water and is utilised in the Botanical Garden and watering the plants in the campus.

Student Support and Progression

The college maintains the tradition of facilitating the student support by providing facilities under different clubs/societies/committees. The progression of students from one level of education to the next higher level is encouraged. Institution has taken initiatives for the capacity development and skill enhancement through various activities that help in improving their soft skills, language and communication skills, life skills, ICT skills, etc. The Career Counselling Cell guides the students for competitive examinations and imparts relevant information and support regarding admission to academic/ professional courses offered by the state and other universities/institutions.

To redress the problems/ complaints of the students, the institution has framed different committees like Grievance Redressal Cell, Anti-Ragging Committee, SPARSH Cell, CSCA Advisory Committee, etc.

The college atmosphere is enriched with a host of curricular and co-curricular activities. Events at the departmental/faculty level are organised to supplement quality teaching and personality development of students with activities like youth festivals, sports activities, programmes by NSS/NCC/Rover & Ranger, functions organised by subject societies, etc. Keeping in mind the vision and mission of the college, such activities are well-synchronised with the annual calendar of the college/university. Students who excel academically or in other fields are duly rewarded and recognised in Annual Prize Distribution Function.

Besides, the meritorious students are awarded scholarships like Kalpana Chawla Chhatrvriti Yojna and the students from SC/ST/OBC categories and economically weaker sections are also provided equal opportunities

by award of scholarships and stipends as per the government norms. The college magazine “Kamaksha” provides a platform to the budding writers of the college to hone their creative urge.

The College Student Central Association (CSCA) provides leadership to students through their involvement in academic and developmental activities of the college. Adequate representation is given to the students in various important committees of the college like the IQAC, anti-ragging committee, discipline committee and the organising committees for different events organised by the college. The college has also adopted a ‘Student Charter’ clearly defining the duties and responsibilities of the institution towards the students and vice-versa.

The institution has Alumni Association that shows active participation in the development of the college.

Governance, Leadership and Management

Fostering leadership qualities among faculty and the students, the college administration executes academic and other programmes in accordance with the vision and mission of the institution. The college has a decentralised, democratic and transformative leadership, which functions through different committees as notified in the college prospectus. The Internal Quality Assurance Cell (IQAC) has been functioning as a quality sustenance measure as it frames the perspective plan of the college and for the effective implementation of the same, the regular meetings of the college advisory committee, Staff Council, designated committees are held where the progress of plan is reviewed. Effective leadership through a participative decision-making process is followed by the Principal delegating the powers to the administrative team comprising coordinator/conveners of different functionary committees. Ensuring the effective planning and implementation of the institutional policies, IQAC helps all the committees to achieve the goal. Annual review and assessment of progress is done by the IQAC through the Annual Quality Assurance Report (AQAR). The preparation of Annual Quality Assurance Report also provides an opportunity to evaluate and improve our functioning every year. Regular performance appraisal of all college activities is done by the IQAC cell.

Finance and Accounts Department works under the supervision of an Office Superintendent, who is directed and controlled by the Principal. Funds of the college under different heads are managed by the Principal in consultation with the Advisory Committee and the college Bursar. The internal and external audits are done regularly to ensure transparency in the financial management of the institution. The official accounts, admission process, service books, etc. are managed through e-portals? PFMS, PMIS, e-salary, online admission portal, etc.

Empowering the faculty, the Staff Council and State Teacher Association strongly advocate for the cause of teaching fraternity. Professional competence of the staff is updated regularly through their participation in orientation/refresher and other in-service training programmes. Mechanism for regular performance appraisal of staff through Annual Confidential Report (ACR) has been evolved to ensure academic excellence.

Institutional Values and Best Practices

The institution strives to provide a student-centric learning environment to the students in the best manner. Besides academics, the sincere efforts are made to accentuate their overall development through various co-curricular activities. The institution takes the responsibility and moral duty to transform the lives of the students by generating awareness about cross-cutting issues of ethics, health, environment, social and gender equity,

legal rights and other issues of social and contemporary relevance among them by building an effective institution-community interface. The college invigorates environmental consciousness among the students through initiatives for energy and water conservation and green campus initiatives. It inculcates values of tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic aspects and sensitisation of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens, etc.

The institution follows the slogan- Go Green, Keep Clean and the main thrust is laid upon the environment-friendly practices combined with education to promote sustainable and eco-friendly practices. Such activities have a shaping influence on the personality of the students. It is believed that the sense of selfless service provides motivation for students to do something worthwhile for the society. It boosts their morale and motivates them to have a better purpose in life.

The distinctive feature of the institution is that it provides better facilities for the girl students to have an access to higher education which remains a distant dream for some girls belonging to the remote areas of the region.

Geographically, the institution is located, in a remote hilly terrain, at the distance of 120 kms from district headquarter and 110 kms from the state capital. Keeping in view the locational disadvantages and challenges, efforts are being made by Government College Karsog to further strengthen the infrastructural facilities, to build student-centric environment so that they may become instrumental in bringing about a positive and productive change in the lives the people of the region.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT COLLEGE KARSOG
Address	Government College Karsog
City	Karsog
State	Himachal pradesh
Pin	175011
Website	www.gckarsog.edu.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Gulshan Mahajan	01907-222116		01907-222116	
IQAC / CIQA coordinator	Kulbhushan Sharma	01907-222096	9816241263	01907-222096	kaybee24.rj@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

State	University name	Document
Himachal pradesh	Himachal Pradesh University	View Document
Himachal pradesh	Sardar Patel University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	23-06-1999	View Document
12B of UGC	09-12-2005	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCL,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Government College Karsog	Rural	3.5485	8045.34

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA, Humanities	336	Plus Two	English + Hindi	710	513
UG	BSc, Basic Sciences	336	Plus Two	English	80	57
UG	BCom, Commerce	336	Plus Two	English + Hindi	60	29
PG	MA, English	224	Graduation	English	30	30
PG	MA, Political Science	224	Graduation	English + Hindi	30	30
PG	MA, Hindi	224	Graduation	Hindi	30	30

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				1				34			
Recruited	0	0	0	0	1	0	0	1	15	15	0	30
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				24
Recruited	11	8	0	19
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	5	4	0	10
M.Phil.	0	0	0	0	0	0	4	6	0	10
PG	0	0	0	0	0	0	5	2	0	7
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male		Female	
	Others		Total	
	0		0	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	673	0	0	0	673
	Female	1141	0	0	0	1141
	Others	0	0	0	0	0
PG	Male	72	0	0	0	72
	Female	98	0	0	0	98
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	170	195	229	222
	Female	232	285	286	315
	Others	0	0	0	0
ST	Male	4	6	2	2
	Female	2	3	4	3
	Others	0	0	0	0
OBC	Male	43	35	41	55
	Female	42	41	53	63
	Others	0	0	0	0
General	Male	607	605	726	635
	Female	886	912	995	993
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1986	2082	2336	2288

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Interdisciplinary/multidisciplinary approaches combine the theories, methods, and analytical framework of two or more disciplines to address a variety of discipline-related issues. The affiliating Himachal Pradesh University, introduced the CBCS system, which is largely interdisciplinary in nature. At the time of admission, the college gives the students the freedom to choose the subject of their choice. To give students exposure to disciplines outside of their main courses, the college also offers general elective courses in the third year of BA/B.Com programmes.
2. Academic bank of credits (ABC):	Academic bank of credits (ABC) is a credit facility

	originally envisaged by the Government of India in the New Education Policy 2020. A digital infrastructure will be built as part of the plan to store the academic credits that students from the nation's numerous higher education institutions have acquired. Since the college is affiliated to Himachal Pradesh University, which is in the process of implementing new education policy and academic bank of credit facility.
3. Skill development:	The CBCS system adopted by the college offers a variety of skill-enhancement courses under various undergraduate courses, including soft skills, business communications, samachar sankalan, karyalyee Hindi, rangalekh avam rangmanch, sericulture, legislative support, apiculture, mushroom cultivation, statistical methods, etc. The college also offers options to take courses that would improve one's skills, such as environmental studies, writing, Hindi Bhasha, and Sampreshan, among others. The Language Lab established by the college proved to be successful to develop speaking skills and provide students with knowledge of phonetics. An online admissions/examination portal has also been set up to make the admissions/examination process easier and help students familiarize themselves with IT skills.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Integrating Indian knowledge appropriately Indian knowledge systems are properly integrated into our curriculum through content that is incorporated in many of our courses. This includes teaching in Indian language and culture, local folk. Departments such as Sanskrit, Hindi, English, History, Music, Science, and Sociology actively share information on these subjects to develop an understanding of modernity within the broader context of tradition. Besides, a significant part of the curriculum is accessible in Hindi and other regional languages in the classroom. The college promotes local folklore and instruments by teaching students how to play such instruments and also promoting this traditional folklore at various inter college forum competitions.
5. Focus on Outcome based education (OBE):	The syllabus of UG and PC classes is designed by the affiliating Universities, which has clearly defined the outcomes of different courses. These outcomes are also available on college website and we endeavour to meet the objectives of these courses. The college tries to assess the success of these outcomes by

	evaluating our students' performance through CCA, seminar, class tests and so on, to see whether some of these outcomes are in harmony with the expectations of the college and the students.
6. Distance education/online education:	The college is affiliated to Himachal Pradesh University and it always follows the curriculum designed by the University. There is provision of gaining credits through SWAYAM, in which students can attain a few credits through these online courses. Furthermore, this year the offline classes have become operational but institution continued the studies in hybrid mode, where the regular classes were mixed with online classes for those courses where the student strength is very large using 'Great-Learning' platform. The college is also a study centre of IGNOU, where learner can enrol and complete his or her degree. The staff of the college offers the counseling classes of this study centre.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, Electoral Literacy Club (ELC) has been set up in the college to sensitise the students who also act as agents to sensitise the society in general.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	The institution has appointed Student College Ambassadors as co-ordinators and the Faculty Co-ordinator to sensitise the students. Electoral Literacy Club (ELC) is functional in the college that provides a platform to engage college students and people in villages through interesting activities and hands-on experience to sensitise with their electoral rights. ELC has been constituted at the behest of Election Commission of India (ECI) with a motive to aware and ensure the participation of youth & future voters who are pillars of Indian democracy.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under	Sensitisation programmes through awareness rallies, Nukkad Natak in different Panchayats, SVEEP activities like invitation cards, bag-tags, poster-making, etc. during State Vidhansabha Elections and Lok Sabha Election are conducted under the banner of ELC with the assistance of local administration. The Nodal officer is appointed by ARO to carry out the awareness programmes. The students of the

privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	college voluntarily help the old-age electoral, persons with special abilities to the polling booth and render their invaluable services during such programmes.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	ELC carried out Awareness Drive through Nukkad Natak, Slogan Writing, Poetry and campaign was also carried out via social media. Hitesh and Hitesh Kumar, students of the college prepared the content for encouraging the electoral participation during the election.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	ELC carries out the programme to enroll the eligible voters every year for more participation with the assistance of Election Office, Karsog

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2288	2336	2082	1956	1971
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 42	File Description	Document
	Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
31	31	27	32	31

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
76.1	28.8	113.81	47.8	145.8
File Description		Document		
Upload Supporting Document		View Document		

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

The institution as an affiliated college follows all the rules and directives of Himachal Pradesh University (HPU), Shimla and Sardar Patel University (SPU), Mandi. It strictly adheres to the curriculum developed by the Universities.

At the beginning of the session, the academic calendar is prepared and published in the prospectus. The faculty ensures well-planned curriculum delivery as per the guidelines laid out in the academic calendar. The 'Induction Programme' for new entrants is conducted to familiarise the students with the facilities available in the campus and acquaint the students about the curriculum. For effective implementation of curriculum, teachers are using various teaching methods like chalk and talk, integrated ICT-based methods of the flipped classroom and blended learning. Learning by doing is the best method to understand scientific concepts and students are encouraged to apply the same in their life. The institution has well-established labs of different subjects in which students understand the practicality of these concepts.

The teachers also assess the student's growth and progress through assignments, class tests, group discussions, quizzes, presentations through seminars, etc. To assess the progress of students, the Mid-Term Tests are conducted after the completion of 70% of the syllabi. The answer-sheets are checked and shown to the students for clarification and then teachers discuss the question papers in detail with them. For, post-graduate classes, seminars are conducted where invited speakers guide the students about the subtleties of the subjects. Based on the student's performance, 30 marks are credited to their final awards viz. Attendance (5), Class Tests (5), Mid-Term Test (10), and Assignment/Seminar/Presentation (10). The CCA is displayed on the notice board for objections. Further, the CCA is uploaded on the University portal by the respective teachers. The detailed description of CCA has also been included in the college prospectus and uploaded on the college website for the convenience of the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response:

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response:

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
79	103	00	00	00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

The curriculum integrates cross-cutting issues like professional ethics, gender, human values, environment and sustainability, etc. with an emphasis to make the students sensitised. The cross-cutting issues are included in the curriculum/syllabi of different subjects as enumerated by the university. The college strives to inculcate these issues with blended learning as students are encouraged to practically involve in discussions, debates, presentations, etc.

Maintaining the tradition to sensitise the youth, various expert lectures on human and legal rights, gender equity, and environmental consciousness coupled with the celebrations of World Environment Day, World Water Day, National Science Day, International Women's Day, Constitution Day, Van Mahotsav, etc. are organised. The subject of Environmental Science is compulsory for students of the first year. To supplement environmental awareness, the activities like tree plantation, blood donation, cleanliness drives, gender sensitisation, and health education are regularly taken up by NSS, NCC, Rover and Ranger, Eco Club, Women's Cell, and Disaster Management Cell of the college to instill awareness as well as activism among students and the local community.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response:**1.3.2.1 Number of students undertaking project work/field work / internships**

Response: 87

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response:

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response:

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
845	929	795	756	763

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1040	1040	980	980	980

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response:

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
284	237	219	218	199

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
285	285	268	268	268

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response:

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The institution is constantly working towards enhancing the overall learning experience of the students. The introduction of Choice Based Credit System (CBCS) is a major step in making the curriculum student-centric. However, the students are given freedom to choose subject combinations of their choice subject to the availability of faculty and infrastructure. The college offers a number of support services to its teachers for making teaching-learning student centric. The use of interactive learning is promoted through classroom discussions, use of ICT and other interactive resources like video lectures, power-point presentations and other such methods. Two years of COVID-19 pandemic challenged the education system and the college shifted from offline classes to online classes. For the effective teaching-learning during the period, the college signed MoU with “Great Learning” for conducting the classes. The platform provided students an easy access to e-classes and their recording and teachers also rose to the occasion and used the online teaching method. With Great Learning, the teachers got the student daily feedback, conducted quizzes, discussed on the topics, etc.

The college emphasises on developing creative and critical thinking among its students. A host of activities are taken up towards this end. Students are exposed to ICT teaching-learning resources through the use of PPTs and online educational resources, Language-cum-Career Lab, various FOSS and Tally software, etc. For practical exposure, regular practical classes are taken in the subject concerned. They are encouraged to participate in various extra-curricular activities and youth festivals for promoting inclusive and collaborative learning, team spirit and commitment to the task in hand in view of the rounded growth of their personality. Remedial classes for slow learners and extra inputs are provided to the fast learners.

A comprehensive assessment of the academic growth and development of students is made on a variety of parameters ranging from classroom performance, assignments, tutorials/practicals and seminars for objective and continuous assessment of their performance. Seminars, assignments and related activities encourage independent as well as collaborative learning among students. Collaborative learning is also promoted among students through their participation in NSS, NCC, Rovers and Rangers, Red Ribbon Club, Eco-club, Sports and cultural activities. The college magazine, *Kamaksha* is published annually which provides a good platform for the students to develop their analytic, comprehension and writing skills. Activities like field visits, various environmental drives in the locality, expert lectures on health and hygiene, visits to blood banks etc. play an important role in the experiential learning of the students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response:**2.4.1.1 Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
35	36	36	35	35

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response:**2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
28	27	23	28	27

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution ensures a secure and satisfactory academic redressal mechanism to its students. The effective, robust and time-bound system makes every effort to resolve the issues raised by the students. The Grievance Redressal Cell deals with the issue raised by the student and tries to find a solution.

The college follows a transparent internal/external assessment mechanism. The internal assessment is taken by the subject teacher following specific criteria mentioned in the syllabus which includes a percentage of classes attended, active participation in classroom activities like assignments/ quizzes/ seminars/ discussions, class tests and Mid-term tests. At the end of the session, the assessment is displayed on the notice board of the college for objections, if any. The teachers resolve the queries raised by the student. Finally, the CCA (30 marks) is entered on the university portal by the subject teacher.

External assessment for the remaining 70 marks is done through the term-end examinations by the universities. The result is declared by HPU and SPU and displayed on the website. The students are given facility to get their answer-script re-evaluated or rechecked if there is any grievance related to their final result.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Programme Outcomes (PO) and Course Outcomes (CO) are clearly defined and specified by the affiliating universities in the syllabi of different subjects. The institution follows the POs and COs and these are clearly stated and introduced to the students by the teachers in the beginning of each academic session. The induction programme conducted for the first year students displays a road map to the students about their programme outcome. Course outcomes involved in the assessment process will be mapped with programme outcomes. The basic purpose of the POs and COs is to highlight the knowledge

and skills that a student is expected to acquire after the completion of particular course. The programme outcomes determine the strategies for teaching- learning and evaluation.

Programme Outcomes and Course Outcomes are displayed on the college website for the convenience of the students so that they could go through them for better understanding and comprehension.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Attainment of programme outcomes and course outcomes are the mirror image of the graduate and post-graduate attributes being attained by the learners. Acquiring the properties as enunciated in the graduate and post-graduate attributes is a constant evolving process, which requires continuous monitoring and corrective remedial measures. We have adopted a learner centric approach and evaluate student's knowledge acquisition, skill development and employment readiness. The IQAC of the college has designed a specific and systematic methodology for the assessment of outcome attainment levels.

Programme specific attainment is measured as an average of course outcome attainment of all the courses in that specific programme which includes all the students who are enrolled in a particular course irrespective of their main core subject. The programme outcome attainment is measured in respect of all the students on the basis of their final CGPA at the time of passing the programme.

The attainment levels of the course outcomes are measured by the concerned course handling faculty members through various assessment methods. Being an affiliated college of Himachal Pradesh University and Sardar Patel University, student's academic performances is evaluated through 70% of marks obtained in annual examination and 30% marks obtained at college level comprehensive continuous internal evaluation. The assessment of the attainment of course outcomes is supplemented by the comprehensive continuous internal evaluation system which includes assignments given to the students, ICT enabled seminars and presentations, individual/group projects, class tests, followed by viva- voce on the completion of project. Apart from this, the course outcomes are also evaluated through midterm, theory and practical examinations.

The focus of the programme outcomes and course outcomes have been maintained even when the classes have transited through online mode during Pandemic. Attainment of course outcomes of the course is determined from the performances of students through assessment tools. The level of attainment of each course outcome is compared with the pre-defined target, if unachieved, then the course teachers take

necessary steps for the improvement of the target.

File Description	Document
Upload Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response:

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
585	692	531	461	536

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
639	746	558	530	572

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process**Response:**

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response:

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The institution does not have any incubation center facility in campus. However, the institution always promotes the faculty to do new research and get it published in reputed journals. In addition, the faculty is also promoted to participate in various conferences and seminars where they learn the nuances of their respective subjects and apply it in their teaching pedagogy and research. The faculty collaborates with various departments of the university to enhance the level of teaching-learning. The institute conducted a National Conference entitled “Rethinking Himalayas: Its Scope and Protection” on December 12-13, 2019 where researchers and delegates deliberated on the environmental crises and diverse flora and fauna were discussed/ debated at length.

Various outreach programmes are also held to groom the wholesome personality of the students. The students are equipped with social and life skills like maintaining cleanliness in society, personal hygiene and continued with their contribution towards increase of green cover, etc. The healthy exchange fosters social progress, improves problem-solving, and promotes critical thinking. Students become active contributors, addressing local challenges and fostering sustainable development.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response:

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	1	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards**3.3.1**

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response:

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
09	06	05	06	03

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response:

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
08	16	13	09	11

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities**3.4.1**

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college organised several community outreach programmes to sensitise the students about social issues for their holistic development. To promote these community outreach programmes, institution has established various units, clubs and societies such as National Cadet Corps, National Service Scheme, Rover & Ranger, Dramatic Club, Road Safety Club, Red Ribbon Club, etc.

National Cadet Corps of the institution represents the message of 'Unity & Discipline'. The unit provides the platform for its cadets to participate in State and National Level Camps to develop leadership qualities, team work, etc. The unit conducted various activities in the community such as: Tree Plantation, Awareness Rallies, SVEEP Campaigns, Community Awareness on Health and Fitness, Cleanliness Drives, services in Panchayati Raj Election, services in Hospital during COVID-19 Pandemic, etc.

National Service Scheme with its motto 'Not me But You' inspires everyone to serve the community voluntarily. The unit conducts extension activities like camps, awareness rallies, road shows, etc. In last

five years, NSS organised State Level Mega Camp, Blood Donation Camp, Anti-Drug Awareness Drive, Fight against Corona, Azadi Ka Amrit Mahotsav, *Shramdan*, Swachhta Abhiyaan, Health Camp, Veterinary Guidance Camp, Residential Camps in adopted village, etc.

Rover and Ranger Unit actively engaged its students in the community outreach programmes during the last five years. The activities like Blood Donation, Plantation Drive, services at Civil Hospital Karsog under the programme 'Anorectal Screening and Ksharsutra' for five days, Multi Speciality Medical Camp for three days and also 56 days services during COVID-19 Pandemic, *Shramdan*, cleaning of *Bowdi*(water sources) in village Kahni Mandlah, etc. In addition, other awareness activities were also run to spread awareness in the society.

The Dramatic Club performed plays, *Nukkad Natak* on various social issues. The Dramatic Club organised a special programme on famous Hindi writer Munshi Prem Chand named *Bade Bhai Sahab, Kafan, Idgaah and Sadgati*. In addition to it, the club also showcased its performances during various programmes and functions conducted during the last five years.

Red Ribbon Club arranged awareness rallies, camps, competitions regarding HIV AIDS, Blood Donation, etc.

Road Safety Club, J.C. Bose Science Society, Eco Club and Women Cell also conducted programmes to sensitise the students through various extension activities and outreach programmes.

File Description	Document
Upload Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The extension activities are considered as an essential part of the institution. These extension activities play a vital role in developing a spirit of social responsibility among the students and provide opportunities to work with the community. In turn, the community has also recognised and honoured the efforts of the institution and students.

National Service Scheme (NSS) Government College Karsog received *Certificate of Honour from Health and Family Welfare Department, Zonal Hospital, Mandi (H.P)* for recognition of distinguished service of volunteers by the way of Voluntary Blood Donation on October 15, 2019. NSS volunteer, Mr Sourabh Thakur represented Himachal Pradesh in **Republic Day Parade held on 26th January 2019 in Rajpath, New Delhi.**

Rover and Ranger unit received *Honour from Director of Ayurveda Department (HP)* for services during 'Anorectal Screening and Ksharsutra Camp' from November 14, 2019 to November 19, 2019 in

Civil Hospital Karsog organised by Department of Ayurveda and Jai Dev Mahasu Society, Karsog. The unit also received “*State Best College Award*” from *His Excellency, Governor of Himachal Pradesh* in the year 2021-2022 for contributing in the welfare of society during COVID-19 Pandemic. Twenty students of the unit were also awarded **Award of Eminence** for being the best performing college at State Level virtual project “Scout Fight against Corona 2.0”.

Our R&R and NSS also got two **Letters of Appreciation from Sub-Divisional Officer, Karsog for services in Panchayati Raj Election** in 2021-22 session. Our college TRIVENI (Combined unit of NSS, NCC & R&R) got a **letter of Appreciation for Plantation Drive** in collaboration with the forest department from the **Chairman, Sub-Divisional Legal Services Committee, Karsog, District Mandi**. In addition to this, our college also got an **appreciation letter** from the **office of the Divisional Forest Officer, Karsog, District Mandi for plantation drives** and conservation of forest at Mahadev-Ki-Banauni at Mamel Beat of Karsog Block and Range.

File Description	Document
Upload Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response:

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
18	27	30	22	13

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response:

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The infrastructure and physical facilities of the college ensure the smooth functioning of all the courses offered across the three streams? Humanities, Science, Commerce, post-graduate courses and add-on courses. College provides an academically and technically sound environment to the teachers and students for overall growth and development. Major maintenance and construction of building and support facilities are implemented through state government policies viz. minor maintenance work and students convenience are provided by the funds generated by the college through students fees and funds.

College building has eighteen classrooms out of which four are smart classrooms, Conference-cum-Seminar Hall and one Examination /Multipurpose Hall. Eleven laboratories in the college bear testimony to the importance of experimental learning. College has two labs each in the Department of Chemistry, Physics, IT labs, one in Botany, Zoology, Geography, Computer Applications and a Language-cum-Career lab. The college has a common Staff Room with basic facilities and faculty cabins with computer facility. The college provides Common Room for Girl students and well-maintained girls and boys lavatories within campus have been made available. Separate fresh drinking water facility has been made available for the students within the campus. In order to equip the students with latest knowledge, the college has a Library with 14,475 books and there is INFLIBNET Facility for the students as well. NCC, NSS and R&R have been provided with separate rooms to carry out their work. The college makes residential facility available for the girl students through its well-maintained hostel with a residing capacity of fifty-three girls. College has canteen facility available for staff and students. There is a provision of Public Address System for important announcements. Proper parking space has been demarcated for parking the vehicle. Besides, there is an IGNOU study centre equipped with adequate amenities. College also hosts a Botanical-cum-Herbal Garden with many medicinal important plants for study purpose. CCTV cameras have been installed in the college and Girls' Hostel for monitoring all the activities of institution for ensuring the safety of the students. Additional Academic and Administrative Blocks are under construction adjoining the college building. Although the college have limited land available for new constructions and other facilities but an auditorium in the central courtyard is being made. The roofing, flooring work has been completed and the process of putting chairs is under process.

The college has adequate indoor and outdoor sports facilities like Volleyball, Badminton court, Chess, Carom, Table-Tennis, Kabaddi, Boxing and Kho-Kho, etc. College has a gymnasium with multiple stations like dumbbells, treadmills, chest press, leg extension, abdominal bench, etc.

The institution promotes cultural activities as it has a special music room for vocal and instrumental music having facilities like a Scale changer, Harmonium, Tabla, Keyboard, Dhol, Nagara, Karnal, Sitar, Narshingha, Casio, Gujju, Shahanai, etc. The main focus is to equip the students with the knowledge of classical music, folk songs, dances, drama, etc. To promote and preserve the cultural heritage of Karsog region, the institution has instituted the 'Cultural Heritage Museum' in the college premise.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response:

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
50	20	63	40	120

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The spacious college library having a sitting capacity of 165 seats is an integral part of teaching- learning process. It has a collection of more than 14,475 reference and textbooks of different subjects. All the books are stacked and systematically arranged. The college library is partially automated and uses SOUL 2.0 (ILMS) software for easy management of its resources. Besides, it offers online access to E- journals, e-books through INFLIBNET and NDLI. It has Wi-Fi enabled eleven computers in the e-corner. The library provides the facility for issuing and returning the books and maintains proper record. The faculty and the students visit the library on daily basis to have an access to newspapers, magazines and journal.

The library committee appointed by the Principal ensures the smooth functioning of library. Its major function includes purchase of textbooks and reference books, proper upkeep and stacking of books and subscription of magazines, journals and newspapers. The library has the book bank facility that caters to the needs of the needy students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The comprehensive IT policy of college is to support and facilitate the teaching-learning process. To enhance the academic activities, the IT facilities are updated at regular intervals as per the requirement. In the last five years, the institution has shifted from wired broadband connection to Bharat Fibre high speed connections thereby increasing the college's bandwidth from 8 mbps to 250 mbps. This updation was done on September 24, 2021. An additional bandwidth of 50 mbps will be shortly installed in the campus. A well-equipped lab with 21 computers and other necessary infrastructure is being set up for B Sc students of Computer Applications for which an amount of rupees 14 Lakh has been sanctioned and utilised. New reprography facility has been set up in the campus and old UPS batteries (36 Nos) have been replaced to provide proper backup in the labs. Damaged and out-of-order web cameras have been replaced on May 17, 2023. An interactive panel for video conferencing and teaching purpose was installed in the Conference Hall. The bidding for the three more interactive panels and 10 computers for the GIS Lab of Department of Geography have been placed on the GeM portal and will be installed shortly. In post-COVID scenario, college shifted its admission process to online mode and signed MoU with platform 'Great Learning' for online teaching and ATOM payment gateway for payment of fees and funds through online mode. Updation of information is done on regular basis on the college website.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2**Student – Computer ratio (Data for the latest completed academic year)****Response:****4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 107

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1**

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response:**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
26.05	8.8	50.8	7.8	25.89

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response:

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
229	208	175	217	230

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	View Document
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	View Document
Upload policy document of the HEI for award of scholarship and freeships.	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response:

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response:

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
468	715	682	372	847

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response:

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response:

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
02	02	01	23	13

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
563	746	558	557	563

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response:

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
13	07	13	22	16

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document

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 last five years

Response:

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	03	02	01	03

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response:

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	19	14	14	13

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

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

Response:

The main objective of Alumni Association is to support a network of former students who will, in turn, help to raise the profile of the college. Alumni association network connects the old students with a number of professional contacts and other graduates from the college. The college has constituted an Alumni Association in 2009 and has been registered under the provisions of the Himachal Pradesh Societies Registration Act 2006 (Act NO. 26).

The association organises a cultural function where all the alumnae get together and share their experiences and relive their college days. To encourage the meritorious students of the college, the alumni association has instituted 'Student of the Year' award. The association contributes in many ways for the development of the college and provides its valuable inputs through alumni feedback. The alumnae holding prestigious portfolios in India and abroad inspire as role models and the students of the college look upto them. The website of the college has a proper separate tab 'Alumni Association', Alumni Registration Link and a page scroll as 'Our Laurels'. Sixteen teachers of the college are active members of the alumni association. Many alumnae of the college are well-known in their respective fields like politics, education, sports, agriculture, business, social work and public speaking. The alumni association strives to promote culture, inculcation of values, communal harmony and global fraternity among the students of Government College Karsog.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision

The vision of the institution is to achieve excellence and noble character through knowledge. The vision of college has been derived from the Sanskrit language, “????????????????” which means “Knowledge is the Elixir of Life”. The endeavour of the institution is to instill the core values of discipline, character and commitment that pave the way for attaining knowledge.

Mission Statements

- To contribute richly to the development of the quality of life of rural youths
- To foster value-based qualities like discipline, character-building, humility, and commitment among the students
- To encourage curiosity, innovative approach, and scientific temperament
- To incorporate high-tech techniques to enhance the skills of the students
- To stimulate academic activity with integrated personality development

The college administration is devoted to guarantee the efficient administration of the institution. Emphasising on the vision and mission, the institution strives to create leaders who act as catalytic agents in fostering change in the immediate surroundings and society at large. The synergy of quality work and education translates the ideals of the institution into its fruition. It adopts the prospective plan as per the guidelines stated in NEP. The college has shown incredible growth in terms of academics, cultural, and sports activities and the institution has witnessed sequential growth in student enrolment. The participation in co-curricular exercises is energised and the official work is done on schedule. Our undertaking is consistently to confer the best training to the students of the institution. Different committees are comprised with senior members as the conveners. The feedback is being taken from the staff members. To guarantee the responsibility of the staff, the Principal assesses their performance through ACRs.

The general administration of the college is conferred with the State Government. At the institutional level, the Principal is In-charge of the college administration. The bursar verifies the financial record of the college and keeps an eye on the college/student funds on a regular basis. To meet the vision, strict adherence to the time-table is ensured, and the institutional annual schedule is abided by the college academic calendar.

A reasonable portrayal of faculties like Humanities, Science and Commerce is assured while comprising

committees for different activities related to the fair functioning of the college for different activities with respect to the working of the institution. Recommendations given by the alumni and parents for the betterment of the institution are considered properly by the college management. Students are assessed on a regular basis through classroom interaction, class tests, and mid-term examinations and then the required reinforcement is given accordingly. The work of an additional academic block is under construction and the institution has deposited money to HPPWD for the construction of administrative block.

The institution plans to construct a Boys' Hostel and proposes post-graduate classes in the subjects: History, Commerce, and Economics for which proposals have been sent to Government for its approval. To enhance the knowledge of the faculty and students, the college intends to organise an interdisciplinary conference on the themes of relevance.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Perspective Plan

Keeping in view the needs of the institution and feedback from students and stakeholders, the IQAC chalks out the perspective plan of the institution in the beginning of the session.

Policies

Being a Government institution, the policies and rules are framed by the Department of Higher Education of the Himachal Pradesh Government as per guidelines of UGC, affiliating universities (HPU & SPU). These rules and regulations are implemented within the institution in letter and spirit by the head of institution.

Administrative Set-up

The Education Secretary is the administrative head of the institution shouldering the responsibilities of providing staff, infrastructure, financial grants, etc. to the college through the Director of Higher Education. The administrative affairs of the college are managed by the Principal with the assistance of

different committees consisting of teaching and non-teaching staff. In the absence of the Principal, the senior-most faculty of the college manages the affairs of the college. All the financial proposals and expenditures are presented to the Principal by the respective committees through the recommendations the Bursar. All the expenditures are done in accordance with the guidelines of Himachal Pradesh Financial Rules and powers delegated to the principal by the higher authorities.

To regulate and monitor the work different committees are constituted which are published in the prospectus. The decentralised mechanism enriches the effective and efficient functioning of the institution in all its spheres of planning, decision-making, and implementation.

Appointments

The appointments of the faculty are made by the Government of Himachal Pradesh on the recommendations of HPPSC Shimla after the proper selection process. The administrative staff is appointed through HPSSC, Hamirpur. The employees are transferred as per Himachal government policy. To meet the paucity of faculty, the college engages the faculty with the assistance of the Parent Teacher Association (PTA) on a full-time basis. Such vacancies are advertised in newspapers and a proper selection process is followed.

Service Rules and Procedures

All the regular employees are governed by the service rules adopted by HP government which include: FR-SR, CCS (Conduct) Rules 1964, CCS Leave Rule 1972, CCS-CCA Rules 1965, CCS Pension Rule 1972, etc.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document

6.2.2

Institution implements e-governance in its operations

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response:

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

At the end of every academic session, each employee has to fill Annual Confidential Report (ACR) that is a document for performance appraisal. The annual performance appraisal is verified and commented on by the controlling officer and sent to the higher authority. On the basis of the ACR, future promotions, career progression, and annual increments are provided to the employees.

All the teaching and non-teaching staff has access to all the welfare schemes provided by the Government of HP to its employees which include:

- Maternity leave, Paternity leave, Study leave, Sabbatical leave, Casual leave, Earned leaves, and Half-pay leaves
- Group Insurance Scheme, Medical Reimbursement, Provident Fund/ NPS
- Gratuity, leave encashment, and pension benefit on retirement
- TA/DA for the employees on official duty

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response:

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response:

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
26	36	31	10	06

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	02	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Being a government institution, the salaries and medical reimbursement, etc. are directly credited to individual account by the Government treasury. If the institution requires additional budget for any of its need, the demand is forwarded to the Department of Higher Education and funds are sought. The nominal fees and funds are taken from the students as per government notifications and are utilised for institutional developments as per guidelines issued by the university and government on regular basis. The institution also actively seeks funds from different funding agencies like UGC, RUSA and State Government schemes. The IQAC chalks out the plan of action for every academic year and different committees are formed to execute the same. The performance of various plans is reviewed through the Action Taken Report (ATR).

Institution has an Internal Audit System in which all the bills and vouchers are submitted by the respective committee conveners to office after verification from the bursar. The bursar before finalising the bills/vouchers, checks all the codal formalities including sanction from competent authority, norms mentioned in HPFR, university ordinance, etc. and recommends it for approval. The bill is then finally submitted to the principal for payment. Since Government College Karsog is a government institution, hence, all the expenditure is audited by the government bodies. All the Government funds including salary and arrears, pensions, medical reimbursement, TA/DA bills are audited by Accountant General (AG) Office, Himachal Pradesh. Fees and funds collected from the students and its expenditure is audited by the local audit Department of Himachal Pradesh. The grants like RUSA, UGC, NSS and NCC are audited by the Chartered Accountant.

File Description	Document
Upload Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC constantly works for achieving excellence in teaching-learning, infrastructure and policy planning of the institution. At the beginning of academic session, IQAC draws the blue-print of the plans for the ensuing academic session and also reviews the works executed in the previous session. While framing the future plans, IQAC focuses to provide quality education with state-of-the art facilities and strives to achieve the goals as slated under vision and mission of the institution. IQAC conducts Faculty Development Programmes (FDPs), Conferences and encourages faculty to attend national and international conferences to update themselves with the latest advancements in their respective fields. It also organises expert lectures, field visits, inter- departmental competitions for the growth of students. Furthermore, IQAC lays emphasis on extension activities through clubs and societies like NCC, NSS, R&R, Red Ribbon Club, Road Safety Club, etc. for promoting social and environmental responsibilities among the student. IQAC guarantees the effective curriculum delivery by supplementing class- room teaching with co-curricular activities which includes celebration of important national and international days, sports meet, and ensures participation of college in the inter-college competitions.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response:

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Gender Equity and Sensitisation in Curricular and Co-curricular Activities

All the rules and guidelines of the Government to promote gender equity are strictly followed by the institution. It ensures an equal access to all resources of the college like Library, ICT Lab, Language-cum-Career Lab and separate lavatory facilities for girls and boys. There are units of Rovers and Rangers, NCC, and NSS with 50% seats in each for Boy/Girl students. All the units are headed by male/female equally and there is a mechanism to address different gender equity issues, if any. The curriculum of subjects like English, Hindi, Political Science and Sociology include the courses and topics on Gender Equity, Sensitisation and Women Empowerment.

The institution has Sensitisation, Prevention and Redressal of Sexual Harassment (SPARSH) Cell that works in the direction of promotion of gender equity. All the units of college namely SPARSH Cell, NSS, R&R, NCC and other clubs and societies organise various activities on gender sensitisation. Competitions like debate, declamation, slogan writing, poster making and rangoli are organised on the occasion of programmes like International Women's Day. Many dignitaries and officers are invited to deliver lectures on health and hygiene, gender equality, women's rights and women empowerment. Programmes like **"KabTak Nirbhaya," "Beti Bachao Beti Padhao"** are highlighted.

NSS conducts Seven –Days Special Activity Camp for boy/girls and an equal participation is promoted in cultural activities, inter-college competitions and Youth Festivals. The Dramatic Club of the institution conducts a One-Month Theatre Workshop. About 40 girl and boy students show active participation in the workshop and they get a chance to represent the college in Himachal Pradesh University Youth Festival, Group-IV (Theatre) every year. Moreover, the girl and boy students get an opportunity to represent the college in Youth Festivals and Inter-College Sports Championships as well. The college magazine **Kamaksha** provides ample opportunity for the budding writers of the college, both girl and boy students. Various Scholarship schemes sponsored by Centre and State Government provide equal opportunities for the boys and girls. There is special quota for **Single Girl Child**, and scholarships as per Government norms. **Kalpana Chawla** scholarship is especially provided to the girls.

Facilities for Women on Campus

The institution provides specific facilities for girl students. In terms of safety and security, the institution has SPARSH Cell, Anti-Ragging Committee and Student Grievance Redressal Cell and the CCTV cameras have been installed to keep watch on the activities of the students. SPARSH Cell counsels the

girl students at regular intervals.

Facilities like Girls' Common Room and lavatories equipped with vending machine for girl students in the campus have been made available. The Girls' Hostel having a capacity of 53 students has all the facilities such as spacious rooms with required furniture and curtains; lavatory facilities with vending machine; Common Room with TV, Table Tennis, Carom and Chess; mess facility, etc. A student can apply for hostel accommodation, after she is admitted to the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response:

File Description	Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**

4. Beyond the campus environmental promotion activities**Response:**

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution imparts professional academic education coupled with the inculcation of a feeling of oneness among the student community through various practices and programmes. The college ensures that the students participate enthusiastically in all such activities. Institution regularly celebrates events, festivals, national and international commemorative days. National festivals plant seeds of nationalism and patriotism among students of the college and it also ensures to contribute the ideals of constitutional values, Fundamental Duties and Rights of Indian citizens. The co-curricular activities are highlighted in the Annual Calendar for the session. The college provides opportunities to students to take part in Inter-College Sports and Youth festivals as per University schedule. Every year, declamation contests, debates, essay writings and various other activities are conducted by different societies and clubs of the college. These activities promote harmony and tolerance towards cultural, regional, linguistic, communal, socioeconomic aspects among students.

The detail of the important days is enumerated as under:

International Women' Day is celebrated to honour and appreciate the role of women. Constitution Day is organised to promote awareness about various aspects of Indian citizenship. The students and employees are sensitised about constitutional values, rights, duties and responsibilities of the citizens. Commemorative days like International Yoga Day, AIDS day Sadbhavana Divas, etc. are celebrated to promote tolerance and harmony among students. The institution celebrates the Republic Day, Independence Day to sensitise students and employees about national unity and integrity. Rallies are organised to make people aware about the value of non-violence and clean environment on the occasion of Mahatma Gandhi Jayanti. *Hindi Diwas* is celebrated every year to inculcate the habit of reading, love for the mother tongue and to acquaint the students to the vast ocean of knowledge hidden in literature. During COVID-19 Pandemic, the staff members and students provided services to the community. The

Literary Society of the college organises programmes commemorating writers like RK Narayan, Munshi Premchand, Kalidasa, William Shakespeare, etc.

The NSS, NCC and R&R units of the college inculcate values among the students by arranging Blood Donation Camps, Social Services, Plantation Drives, Drug Abuse and Awareness Campaigns on different themes to serve the community and society. The students are engaged in these programmes through Webinars, Conferences, Expert Talks, etc. This institution has 'Student Charter' for students to be followed irrespective of cultural, regional, linguistic, communal, socio-economic and other diversities. NSS volunteers in collaboration with Local Police administration under the campaign *Sehbhagita* taught the students at their homes. Other programmes like awareness campaign, mask distribution, Special Vaccination Camp, during COVID-19 pandemic were also organised in the college. The students also participated in Vaccination Drive in collaboration with Zonal Hospital Karsog.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Best Practice I - Eco-friendly Campus: Go Green, Keep Clean

Objectives of the Practice:

- To inculcate the awareness about the environment
- To develop the respect and love for Nature
- To make the campus eco-friendly, green and clean
- To make students the ambassadors of environment so that they can bring a change in the society they live in

The Context:

As goes the saying—"Nature never did betray the heart that loveth her," it is of paramount significance that we need to love and respect nature. Nestled in the lap of Karsog valley, the institution looks glorious. But the trees are quite less in number in the surroundings and so much construction is on rampage. Being hilly terrain, the conservation of nature has become quite important in modern life. The college focuses on encouraging students to respect nature and to keep the campus and their surroundings clean and green. The idea is to inculcate in them the adoration for nature which would be carried forward into their future

lives so that they become catalytic agents in bringing a change in their immediate society.

The Practice:

The institution follows the slogan- *Go Green, Keep Clean* and the main thrust is laid upon the environment-friendly practices combined with education to promote sustainable and eco-friendly practices. The college Botanical Garden has diverse medicinal plants like *Aegle marmelos* (bel), *Tinospora cordifolia* (gaduchi), *Withania somnifera* (Ashwagandha), *Rauwolfiaserpentina* (sarpagandha), *Valerianajatamansi* (jatamansi), etc. The college campus is tobacco-free zone and also maintains precautions in making disposal of laboratory wastes. No chemical fertilizers, pesticides, weedicides are used in nourishment and maintenance of plants in campus instead bio-fertilizers are preferred. Triveni—NCC, NSS and R & R carries out one day camps, plantation drives, cleanliness drives to build the eco-friendly campus and extends its help to the community through extension activities, thus, sensitizing the people about the awareness about the environment.

Since 2011, the college has been carrying out the plantation drives every year in the adopted **Mahadev Ki Banauni Forest** in Mumail of Karsog block.

Evidence of Success:

- The Department of Forest has acknowledged and appreciated the contribution of the institution for its activism in various environmental activities. The department has especially acknowledged the remarkable service of the institution in the tremendous increase of green cover of **Mahadev-Ki- Banauni Forest** in Mamail of Karsog block.
- The NSS, NCC and R&R units of the institution were given a *Letter of appreciation* by Sub-Divisional Legal Services Committee, Karsog, Mandi, for Plantation Drive-cum-Awareness Camp.
- The Nagar Panchayat, Karsog and Mamail panchayat have acknowledged the selfless work done by Rover and Ranger unit of the college in cleaning the water sources at Nyara, Kanhi Mandlah.

Best Practice II - Grooming of Personality through Community Interface

Objectives of the Practice:

- To inculcate the sense of purpose and social responsibility among students
- To groom the wholesome personality of the students
- To make the students more participative in their immediate society
- To develop a spirit of belongingness and togetherness

The Context:

The college not only provides a better perspective about life and career but also creates a space for seeking a higher purpose in life. The academic and co-curricular activities are combined to give preference for the overall growth of a student. It is believed that the sense of selfless service provides motivation for students to do something worthwhile for the society. It boosts their morale and motivates them to have a better purpose in life.

The Practice:

Triveni organises the awareness–cum-plantation drives every year. It renders its help in Sanarali Temple during Navratri, assisting the local community and helps in keeping the fair neat and clean and motivate people to do so during the Nalwar Mela also. Apart from the participation in social services, the institution is always ready to provide financial help to the needy and it continues to do so whenever required. NSS volunteers donated Rs. 11,000 to the CM Relief Fund during COVID-19 Pandemic. During the pandemic, the students took initiative to inform the people about COVID-19 SOPs/protocol to be followed for safety measures, prepared and distributed masks, started online campaigns, assisted in hospitals, roads, etc. The NSS started campaigns ‘Meri Pathshala’ and ‘Mission Gyanodaya’ in which volunteers taught the children in their home and donated books to the needy. The social service done by students extends outside the state also. The R & R Unit rendered services in Kumbh Mela of Nasik on February 12-21, 2019.

Constant grooming of students by different clubs and societies brings laurels to the institution by bagging positions in Himachal Pradesh University Youth Festivals and Inter-College Championships.

The young actors of the Dramatic Club of the institution regularly perform Mimes, *Nukkad Natak* based on social issues to spread awareness. Stories like *Sadgati*, *Kafan* and *Idgaah* were enacted by the actors.

Evidence of Success

- The institution received *Award of Eminence* for being the ‘Best Performing College’ at state level virtual project *Scout Fight against Corona 2.0*. Rover and Ranger Unit was felicitated by *His Highness Governor of Himachal Pradesh* for exemplary social service during COVID-19 Pandemic.
- NCC, NSS, R & R act in unison and the concerted effort translates into achievements which are acknowledged by the local administration and the community.
- The NSS Unit of the college was conferred with the ‘Best Performance Award’ by CMO, Mandi for arranging a Blood Donation Camp where 105 units of blood was donated.
- NSS and R & R were given *Letter of Appreciation* by local administration for their hardwork and dedication during election process of Panchayati Raj in Karsog Block, held in January, 2021.
- Fifty scouts rendered their invaluable services in the ‘Anorectal Screening and Ksharsutra Camp’ held in Civil Hospital, Karsog on November 14-19, 2019.
- During the Annual Prize Distribution Function, all students who excel in the extension activities are given due recognition and they are awarded for their contribution towards society as well.

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The prime objective of the institution is to equip and enable students with the knowledge and skills that become instrumental in making them productive to the society. The institution aims at providing quality education to the students by grooming them into wholesome personality. The work culture of the college is in consonance with the vision and mission. With the collaborative participation of all the faculty members and students, the institution focuses on inclusive growth of its students. It caters to the needs of the rural youth and provides them ample opportunity and open vistas at their door step. The testimony to the fact is that many students who have graduated from the institution are serving in different departments and many teachers teaching in the institution are the product of the college. It is a matter of privilege for them to serve in the same institution they graduated from and, indeed, a matter of great pride for the college to have them as its faculty. They are the source of inspiration to all the students. Keeping abreast with the latest trends in the field of education, the institution has state-of-the-art facilities providing an amiable atmosphere for the students to get educated. The college is committed to qualitative value-based and progressive education.

One of the distinctive features of the institution is that the girl students are the pillars of strength. Since the inception of the institution, the girls have shown exemplary and remarkable progress in all arenas. They have not only excelled in academics, but have also proved their mettle in co-curricular activities. Being an institution located in rural backdrop, it has provided an opportunity for the girl students to get higher education which otherwise would have been a remote dream for them to get educated. Over the years, the girl students have shown tremendous inclination to get educated from the college. To encourage girls from far places to get higher education, the college provides hostel facilities for girls with a capacity of 53 students. The girls who have graduated from the institution are excelling in different fields:

- Dr. Roshani Devi (Assistant Professor, HPU), Ms. Jeena Gupta, Dr. Savitri Devi, Ms. Babita Devi, Ms. Gopi, Ms. Sonia Chaudhary, Ms. Anupama Sharma, Ms. Sunita Devi, Dr. Sumedha Sharma, Ms. Vandana Devi, Ms. Rameshwari, Ms. Pushpa Devi, Ms. Amita, Ms. Rita, Ms. Bimla Sharma, Ms. Kavita, Ms. Kavita Devi, Dr. Lata Devi and Ms. Shalini Thakur are working as Assistant Professors in different colleges.
- Ms. Shalini Sharma (Entrepreneur and Founder/Director of MUMYU), Ms. Vipasha (CDPO), Ms. Dolma Sharma (PGT), Ms. Jyoti (PGT), Ms. Pooja (PGT), Ms. Seema (PGT), Ms. Mumtaj (PGT), Ms. Sapna (PGT), Ms. Sunita (PGT), Ms. Purnima (TGT), Ms. Kamlesh (TGT), Ms. Indu Sharma (TGT), Ms. Kamini Kamushal (TGT), Ms. Poonam (TGT), Ms. Kanta (LT), Ms. Nisha (LT), Ms. Ranjana (LT), Ms. Rama (LT), Ms. Tara (LT), Ms. Rinku (LT), Ms. Minakshi Negi (LT), Ms. Nisha, Ms. Priti Sharma, Ms. Bhuvneshwari, Ms. Veena, Ms. Shweta Sharma (Police administration), Ms. Poonam, Ms. Gayatri Sharma, Ms. Khem Lata, Ms. Diksha, Ms. Neha Kumari, Ms. Sunita Thakur, Ms. Priyanka (all in Postal services), Ms. Indu (Medical Counselor), Ms. Nanda Sharma (ICTC Councillor), Ms. Jyoti, Ms. Radha, Ms. Rama (all clerks), and many females are serving in different departments.
- Ms. Jyoti Sharma, a student of MA English, bagged *Gold Medal* as she topped in HPU 2014.
- Ms. Rajni, a student of BA, was placed *eighth in the HPU merit-list* in 2014.
- Ms. Hem Lata, a student of BA, was placed *fourth in HPU merit-list* in 2021.
- Ms. Tinupriya, an alumni, is a fine actor who has performed in movies and serials.
- Ms. Bhishma, Ms. Anchal, Ms. Mohini, Ms. Usha, Ms. Tigmanshu, Ms. Priyanka, Ms. Anita have shown their prowess in the field of sports by bagging medals in Boxing, and other games.
- Ms. Ritu, a former student and NSS volunteer of the college, is pursuing her passion as a social

worker and has represented India in *Asia Youth Summit*, Bangkok in August 2023.

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

As per the National Education Policy (NEP) 2020, our institution aims at the thrust areas? promoting interdisciplinary studies, ICT- integrated teaching-learning, research and innovation, ensuring critical thinking, flexibility in curriculum, and activity based learning. It endeavours to create a holistic learning environment where students enhance their creativity and develop an in-depth knowledge of the subjects. Government College Karsog intends to shape its future by strategically aligning its plans as under:

1. To further improve state-of-the-art infrastructural facilities in the campus in order to strengthen existing and proposed academic programmes. The construction of a new academic block and administrative block is in progress.
2. To augment teaching-learning process through external lectures, seminars and workshops to expose the students to the latest trends in different areas of learning.
3. To create avenues for the major and minor projects from different funding agencies and to promote publication of books, articles and research papers by the faculty in International/National journals.
4. To conduct Interdisciplinary National Conference/ Seminar on themes of relevance.
5. To introduce post-graduate courses in subjects?Economics, History, and Commerce.
6. To introduce add-on programmes and self-financed courses.
7. To engage our youth in constructive and creative pursuits so that they flourish as harbinger of peace and act as good citizens.
8. To salvage our traditional and cultural values by organising Cultural Fest where regional and folk artistes find apt stage and recognition.
9. To construct Boys' Hostel and Staff Quarters.

Concluding Remarks :

Since its inception in 1994, Government College Karsog, has expanded its horizons, attaining milestones. IQAC has been successfully conducting Faculty Development Programmes and establishing a healthy work culture in the institution. The students are receiving relevant skill-based education with the objective to meet the rising demand and need of the hour. To improve the competencies of the students, Add-on courses on Social Media Manager, Accounts Executive, English, Employability and Entrepreneurship (EEE) under the aegis of HPKVN have been introduced. The institution proposes to add few more add-on and self-financed courses.

Research by faculty is being promoted and some of the faculty members have written papers, paper presentations at National and International Conferences and publications in UGC- CARE List and reputed journals. The faculty members are facilitated to record their lectures and to support interactive/classroom pedagogical methodologies, the teachers are also encouraged to use ICT tools to deliver their lectures using audios, videos and PPTs. The college publishes its college magazine "Kamaksha" to harness the ingenuity and creativity of the students.

The concerted efforts of teachers and students have culminated in establishing a healthy environment and the students have been winning accolades in academics, co-curricular activities and sports for the past 28 years. The college is proud of many of its alumnae who have made a mark and carved a niche for themselves in various spheres of academics, journalism, politics, defence, public services, business entrepreneurship, and

television and film industry.

The college strives to fulfil its vision of imparting transformative education for the empowerment of youth, inculcation of qualities discipline, character and commitment and promotion of a more just and humane society.