2016-17

The Annual Quality Assurance Report (AQAR) of the IQAC

Government College Karsog
District Mandi
Himachal Pradesh-175011

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2016 to June 30, 2017)*

Part – A

1. Details of the Institution

1.1	Name of the Institution	GOVERNMENT COLLEGE KARSOG
1.2	Address Line 1	GOVERNMENT COLLEGE
	Address Line 2	KARSOG
	City/Town	KARSOG
	State	HIMACHAL PRADESH
	Pin Code	175011
	Institution e-mail address	gckarsog-hp@nic.in
	Contact Nos.	+91 1907 222 116
	Name of the Head of the Institution:	Dr. Kamal Kant
	Tel. No. with STD Code:	+91 1907 222 116
	Mobile:	+91 94185 60134
	Name of the IQAC Co-ordinator:	Dr. Janesh Kapoor
	Mobile:	9418964666
	IQAC e-mail address:	karsoggc@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879): ORCOGN12757

OR

1.4 **NAAC Executive Committee No. & Date:** *(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner-bottom of your institution's Accreditation Certificate)*

EC/56/A&A/102 dated 16-09-2016

1.5 Website address:

www.gckarsog.edu.in

Web-link of the AQAR:

www.gckarsog.edu.in/AQAR.html

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.49	2011	05

1.7 Date of Establishment of IQAC: DD/MM/YYYY   20/07/2010

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

SN	AQAR	Dated (DD/MM/YYYY)
i.	AQAR-2011-12	25/08/2017
ii.	AQAR-2012-13	25/08/2017
iii.	AQAR-2013-14	25/08/2017
iv.	AQAR-2014-15	25/08/2017
v.	AQAR-2015-16	25/08/2017

1.9 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

Affiliated College   Yes ☑   No ☐

Constituent College   Yes ☐   No ☑

Autonomous college of UGC   Yes ☐   No ☑

Regulatory Agency approved Institution
(eg. AICTE, BCI, MCI, PCI, NCI)   Yes [ ]   No [√]

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

Urban [ ]   Rural [√]   Tribal [ ]

Financial Status   Grant-in-aid [ ]   UGC 2(f) [√]   Deemed [ ]

Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1. Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [√]   Law [ ]   PEI (Phy. Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Any Other (Specify)   [---   ]

1. Name of the Affiliating University *(for the Colleges)*   HIMACHAL PRADESH UNIVERSITY, SHIMLA – 5

1. Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University [ ]

University with Potential for Excellence [ ]   UGC-CPE [ ]

DST Star Scheme [ ]   UGC-CE [ ]

UGC-Special Assistance Programme [ ]   DST-FIST [ ]

UGC-Innovative PG programmes [ ]   Any other (*Specify*) [ ]

UGC-COP Programmes [ ]

2.   **IQAC Composition and Activities**

2.1   No. of Teachers   [3]

2.2   No. of Administrative/Technical staff   [2]

2.3   No. of students   [1]

2.4   No. of Management representatives   [Nil]

2.5   No. of Alumni   [Nil]

2.6   No. of any other stakeholder and community representatives | 01 |

2.7   No. of Employers/ Industrialists | Nil |

2.8   No. of other External Experts | 01 |

2.9   Total No. of members | 08 |

2.10   No. of IQAC meetings held | 2 |

2.11   No. of meetings with various stakeholders   No. | 5 | Faculty | 18 |

Non-Teaching Staff Students | 1 | Alumni | Nil | Others | 2 |

2.12   Has IQAC received any funding from UGC during the year?   Yes | | No | √ |

If yes, mention the amount | --- |

2.13   Seminars and Conferences (only quality related)

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

Total Nos. | Nil | International | Nil | National | Nil | State | Nil | Institution Level | Nil |

(ii) Themes | --- |

2.14   Significant Activities and contributions made by IQAC

- Formulation of plan of action for spending second instalment of RUSA Infrastructure Grants
- Up- gradation of college library by increasing seating capacity
- More avenues for students to engage in community services
- Sensitizing students about ecological and environmental issues
- Empowering women staff and students with life skills
- Formation of language lab in the college

2.15   Plan of Action by IQAC/Outcome (*The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year* *)

Plan of Action	Achievements
To extend the existing building by constructing additional block	An additional amount of Rs. 25 lakh (50 lakh in total) was transferred out of second instalment of RUSA Grants to HPPWD for starting new construction work.
To start new PG courses in the campus	A matter was represented to the higher authorities and college was granted permission to start PG in Political Science and Hindi w.e.f. from 2017-18 session with additional two posts each in Political Science and Hindi.
To promote ICT facilities	➢ Language lab with 21 computers, online 6KVA UPS with necessary software is created in the campus. ➢ Five faculty rooms with Computer facilities were created. ➢ Two digital podiums for newly upgraded classrooms were installed. ➢ Five projectors in different classrooms were installed to promote ICT.
To focus on training of NCC students for Jobs in Indian Army	➢ Students were given information about different army recruitments and procedures. ➢ Three Students of NCC were selected in Indian Army.
To provide pure drinking water in the campus	Two Eureka Forbes water filter-cum- coolers of 80 Litres Capacity each were installed in campus
To focus on extra co-curricular activities for the students	➢ 12 NCC students got 'CEE' certificate. ➢ Two students got participated in NIC at Jharkhand. ➢ Two students were selected for National Youth Festival held at Rohtak. ➢ Our Rovers and Rangers got first prize in Pioneering Project at State Moot held at Rampur ➢ 5 rovers and 3 rangers participated in state RD parade. ➢ Students got first positions in quiz in inter- college HPU Youth Festival (Group I).

	College Kho-Kho team got second position in HPU inter-college Kho-Kho (Men) event and two students of this team got selected for inter-university championship.
To promote participation of faculty in faculty development programmes and to promote research.	One paper was published in international journal and one in national journal. Two poems were published in book Six faculty members participated in conferences and presented their papers.

* Attach the Academic Calendar of the year as Annexure.

2.16   Whether the AQAR was placed in statutory body   Yes [√]   No [ ]

Management [ ]   Syndicate [ ]   Any other Body [√]

Provide the details of the action taken

> Different proposals pertaining to academic/co-curricular/extra-curricular activities are discussed in the staff meeting and finalised. The committees constituted for this purpose do the needful to execute the same.

Part – B
Criterion – I

1. Curricular Aspects

1.1   Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	---	---	---	---
PG	01	---	---	---
UG	03	---	---	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	---	---	---	---
Certificate	---	---	---	---
Others	---	---	---	---
Total	04	---	---	---

Interdisciplinary	---	---	---	---
Innovative	---	---	---	---

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	---
Annual	---

1.3 Feedback from stakeholders* (**on all aspects**)   Alumni [√]   Parents [√]   Employers [√]   Students [√]

Mode of feedback: Online [ ]   Manual [√]   Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

New UGC- CBCS has been introduced by HPU from the current academic session 2016-17. It includes discipline specific courses, language based courses, skill enhancement courses and interdisciplinary courses in the form of Generic Electives to expose students to state-of-the-art teaching-learning environment. Syllabi of all subjects/courses along with examination and evaluation process have been updated accordingly

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	17	03	--	-

2.2 No. of permanent faculty with Ph.D.

11

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	14	---	---	---	---	---	---	1	14

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
---	---	7

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	---	03	---
Presented papers	02	02	---
Resource Persons	---	01	---

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> ➢ Smart class rooms were updated by procuring new digital podiums and HD projectors
> ➢ Language-cum- career lab started to enhance speaking and listening skills of students using RUSA Grants
> ➢ Wi-Fi facility to teachers and students
> ➢ Installing TALLY software in the IT lab for the students of Commerce

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

140

2.8 Examination/ Evaluation Reforms initiated by the Institution (*for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions*)

Mid-Term Tests, Class tests, Seminars and Assignments

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Board of Study	Faculty Development workshop	Curriculum Development workshop
1	---	---

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division (In terms of pass percentage)				
		Distinction	I	II	III	Pass %
BA (CBCS)	326	8.59	80.37	11.04	--	100.00
B.Sc. (CBCS)	115	7.82	75.65	17.39	--	100.00
B.Com. (CBCS)	54	1.85	96.30	1.85	--	100.00
M.A. English	25	--	88.00	4.00	--	92.00

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

Feedback from Teachers, Parents and Students

2.13 Initiatives undertaken towards faculty development

Faculty is encouraged to participate in seminars, conferences and workshops and undertake higher level research. They are supported with library facility, online resources and kind of leave permissible for the same.

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	---
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	03
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	01
Others	---

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	4	01	---	---
Technical / Support Staff	15	03	---	---

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

➢ IQAC regularly informs and encourages the faculty members to apply for research grants projects and grants to UGC/DST/DBT etc.
➢ The college authorities provide all necessary infrastructural support including space for carrying out research work.
➢ The students at their final year of graduation are also required to submit a paper as their project work, where teachers of different departments supervise the work of the students.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--------------	--------------	--------------	--------------
Outlay in Rs. Lakhs	--------------	--------------	--------------	--------------

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-------	-------	-------	-------
Outlay in Rs. Lakhs	-------	-------	-------	-------

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	01	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	01	01	

3.5   Details on Impact factor of publications:

Range [--]   Average [--]   h-index [--]   Nos. of SCOPUS [--]

3.6   Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-------	-------	-------	-------
Minor Projects	-------	-------	-------	-------
Interdisciplinary Projects	-------	-------	-------	-------
Industry sponsored	-------	-------	-------	-------
Projects sponsored by the University/ College	-------	-------	-------	-------
Students research projects *(other than compulsory by the University)*	-------	-------	-------	-------
Any other(Specify)	-------	-------	-------	-------
Total	-------	-------	-------	-------

3.7   No. of books published   i) With ISBN No. [--]   Chapters in Edited Books [01]

ii) Without ISBN No. [--]

3.8   No. of University Departments receiving funds from

UGC-SAP [--]   CAS [--]   DST-FIST [--]

DPE [   ]   DBT Scheme/funds [--]

3.9 For colleges Autonomy [--] CPE [--] DBT Star Scheme [--]

INSPIRE [--] CE [--] Any Other (specify) [--]

3.10 Revenue generated through consultancy [--]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	----------	----------	----------	----------	----------
Sponsoring agencies	----------	----------	----------	----------	----------

3.12 No. of faculty served as experts, chairpersons or resource persons [----------]

3.13 No. of collaborations International [-----] National [------] Any Other [-----]

3.14 No. of linkages created during this year [----------]

3.15 Total budget for research for current year in lakhs:

From Funding agency [----------] From Management of University/ College [----------]

Total [----------]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	----------
	Granted	----------
International	Applied	----------
	Granted	----------
Commercialized	Applied	----------
	Granted	----------

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
----------	----------	----------	----------	----------	----------	----------

3.18

No. of faculty from the Institution who are Ph. D. Guides [01]

and students registered under them [01]

3.19 No. of Ph.D. awarded by faculty from the Institution [----------]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [------] SRF [------] Project Fellows [------] Any other [------]

3.21   No. of students Participated in NSS events

University level	-----	State level	08
National level	04	International level	-----

3.22   No. of students Participated in NCC events

University level	-----	State level	51
National level	11	International level	-----

3.23   No. of Awards won in NSS:

University level	-----	State level	-----
National level	-----	International level	-----

3.24   No. of Awards won in NCC:

University level	-----	State level	06
National level	35	International level	-----

[12-CEE & 23 BEE CERTIFICATE]

3.25   No. of Extension activities organized

University Forum		College Forum	01		
NCC	03	NSS	05	Any Other	01

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

- RED RIBBON CLUB – AIDS awareness rally in Karsog

- INTERNATIONAL YOGA DAY (21ST JUNE) celebrated in the college and 178 NCC/NSS/ R&R volunteers and other students/ staff members participated.

- NSS –cleaning of Mamleshwar Mahadev, Annapurna & Ram Temples/ campuses

- R&R – participated in blood donation camp held in civil hospital Karsog

- NCC, NSS, R&R and Red Ribbon Club jointly organised blood donation camp with the help of Civil Hospital Mandi in which 51 students and three teachers donated blood.

Criterion – IV

4. Infrastructure and Learning Resources

4.1   Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	7836.02 sq meters	--	--	7836.02 sq meters
Class rooms	16	--	--	16
Laboratories	07	--	--	07
Seminar Halls	01	01	Student Fund	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	02	RUSA Grants	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	44.72	RUSA Grants	--
Others	--	--	--	--

4.2   Computerization of administration and library

Ten all- in- one computers were purchased for Library to provide e - access to students.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	2550	445388	61	21495	2611	466883
Reference Books	8563	2158832	201	57662	8764	2216494
e-Books	INFLIBNET					
Journals						
e-Journals	INFLIBNET					
Digital Database						
CD & Video						
Others (specify)						

4.4   Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	69	47	Yes	04	02	04	03	09
Added	38	--	Yes	__	__	__	05	33
Total	107	47		04	02	04	08	42

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up- gradation (Networking, e-Governance etc.)

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT

3.05

ii) Campus Infrastructure and facilities

27.98

iii) Equipment

0.25

iv) Others(For extension of existing building)

25.00

Total:

56.28

Criterion – IV
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

> ➢ Students were made aware of the new UGC-CBCS system introduced by the affiliating university including the modified examination and evaluation system.
> ➢ Adequate information and support was also provided to the students about various scholarships and welfare schemes available for them from different agencies.
> ➢ They were also educated about career prospects and avenues of higher learning through the Career Counselling Cell of the college.

5.2 Efforts made by the institution for tracking the progression

> ➢ Due record of the progress and achievements of students in different academic and extra-curricular activities is maintained by the college.
> ➢ The achievements of the students are properly rewarded at the annual function of the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1884	42	--	--

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%
	891	46.26

Women	No	%
	1035	53.73

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1320	278	06	93	01	1698	1546	292	09	79	00	1926

Demand ratio | -- | Dropout % | -- |

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> No mechanism is in place for providing coaching to the students. However, support in terms of relevant information and books for competitive examinations are provided to the students by the college.

No. of students' beneficiaries | -- |

5.5 No. of students qualified in these examinations

NET | | SET/SLET | | GATE | | CAT | |

IAS/IPS etc | | State PSC | | UPSC | | Others | |

5.6 Details of student counselling and career guidance

> Students are provided detailed information about various career opportunities by displaying relevant information on a specially designated notice board for the purpose. Students are also provided personal and group counselling by the teachers in and outside the classrooms.

No. of students benefitted | -- |

5.7 Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
---	---	---	---

5.8 Details of gender sensitization programmes

> Declamation contest, poster making and slogan writing competitions were organized to ensure gender sensitization among the students.

5.9 Students Activities

    5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 92 | National level | 02 | International level |

No. of students participated in cultural events

State/ University level | 65 | National level | 02 | International level | --

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 01 | National level | -- | International level | --

Cultural: State/ University level | 01 | National level | -- | International level | --

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution	---	---
Financial support from government	505	2633952
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives:

Fairs: State/ University level | -- | National level | -- | International level | --

Exhibition: State/ University level | -- | National level | -- | International level | --

5.12 No. of social initiatives undertaken by the students   05

5.13 Major grievances of students (if any) redressed:

Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The institution's vision is to achieve excellence and attain noble character through education. The mission statements of the institution are:

- *To contribute richly to the development of the quality of the life of rural youths.*
- *To foster value based qualities like discipline, character-building, tolerance, humility and commitment.*
- *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.*

6.2 Does the Institution has a management Information System

> Dedicated admission software is used by the college to manage/regulate the admissions and other records of students. The examination and results of students are managed through the online software

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> The BOS, the statutory body is responsible for development of curriculum for Undergraduate courses.

6.3.2 Teaching and Learning

> ICT facility has been integrated with formal, lecture based teaching. Students are encouraged to make PPT presentations as a part of their assignments and use online educational resources to enhance the quality of teaching-learning.

6.3.3 Examination and Evaluation

> The evaluation methodology is formulated by the affiliating University itself. The college evaluates the students by conducting house tests, class tests and oral tests. The examination process and Internal Assessment system is totally transparent and impartial. The results are displayed on the notice board for a stipulated period for students to raise doubts, if any.

6.3.4 Research and Development

> Nil

6.3.5 Library, ICT and physical infrastructure / instrumentation

> - An e-corner has been introduced in the library for accessing online resources through the INFLIBNET and other forums.
> - A Language-cum-Career Lab has been instituted in the College
> - Tally ERP 9.0 software has been installed in the college for use by Commerce students
> - Latest laboratory equipment has been added to the Science labs
> - Digital lecterns have been provided to augment the ICT infrastructure

6.3.6 Human Resource Management

All staff members are governed by the service rules of the govt. of HP. Salaries and remuneration, leave, medical and other welfare schemes are implemented for them as per the government norms. The college has adopted a student charter which defines the duties and responsibilities of the institution towards its students as well as the duties and responsibilities of the students.

6.3.7 Faculty and Staff recruitment

> The teaching faculty is recruited by the HPPSC and appointed by the Department of Higher Education, Government of Himachal Pradesh.

> Temporary faculty and support staff is also locally recruited as per requirement through the agency of the PTA.

6.3.8 Industry Interaction / Collaboration

No Industrial Interaction has been done.

6.3.9 Admission of Students

The admission is done primarily on the merit-basis. The minimum eligibility criterion followed is 33% in B.A. and 45% in B.Sc. and B.Com. Admission process is completely transparent and it is systematically administered on roll-on basis.

It takes into account the applicable norms and policies of reservation standards for students of weaker sections. There is provision of 15% reservation for SC and 7.5% for ST students. A relaxation of 5% in the minimum cut off percentage is available to SC/ST/Disabled candidates and up to three years relaxation in age in admission to the SC/ST candidates. The Institution ensures due representation from both genders and weaker sections like IRDP and takes steps to encourage the gender equity as it is co-educational institute. There is an exemption of the tuition fee from the students having more than 40% disability and the girl students.

6.4 Welfare schemes for

Teaching	As per the norms decided by the HP Government
Non teaching	As per the norms decided by the HP Government
Students	Scholarships are awarded to SC/ST/OBC students and the meritorious students

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done   Yes [ ]   No [√]

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	No	-	No	-

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [√]

For PG Programmes   Yes [ ]   No [√]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The affiliating university has introduced reforms in the examination in accordance with the newly introduced UGC-CBCS system in which thirty per cent emphasis is placed on internal evaluation of students while seventy per cent marks are awarded on the basis of end-semester examination.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable.

6.11 Activities and support from the Alumni Association

Alumni association has been re-constituted during the current academic session. The office bearers of the association who are also faculty members are expected to contribute significantly towards the growth and development of the institution in near future.

6.12 Activities and support from the Parent – Teacher Association

The PTA has provided constant financial support for engaging temporary faculty and support staff to meet the growing requirements of the college. It has also supported the execution of routine developmental activities of the college.

6.13 Development programmes for support staff

The developmental and welfare schemes for the support staff initiated by the state government are made readily available for them by the college administration.

6.14 Initiatives taken by the institution to make the campus eco-friendly

NSS and Rovers and Rangers Unit engage in tree plantation to make the campus clean and green. LED lighting has also been introduced to conserve energy in the campus. Solar Geyser has been instituted in the Girls' hostel and proposal for setting up a solar energy panel has also been submitted to the Ministry of Energy, Govt. of India.

Criterion – VII

7.   Innovations and Best Practices

7.1   Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> ➢ Constant strengthening and augmentation of the ICT infrastructure in the college through the institution of Language-cum-Career Lab, Tally software and digital lecterns.
> ➢ Making the campus and its surroundings eco-friend by switching to energy efficient LED lighting, Solar Heating System and the proposed setting up of Solar Energy panel
> ➢ Enhancing the institution-community interface through dedicated socially important activities by the NSS, the NCC, R&R and other clubs and societies of the college

7.2   Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Please see 2.15 above

7.3   Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> ➢ Enhancing and augmenting the ICT Infrastructure of the college for improving the quality of teaching-learning
> ➢ To institute a socially active and productive institution-community interface by generating awareness about cross-cutting issues like public health, social and gender equity, environmental pollution and disaster management.

Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4   Contribution to environmental awareness / protection

The institution endeavours to promote environmental conservation through dedicated outreach programmes of NSS, NCC, R&R and other bodies. The college shall also endeavour to provide a model for eco-friendly environment by increased use of alternative sources of energy like solar power and generating awareness about conservation of environmental resources like water through rain water harvesting, etc.

7.5   Whether environmental audit was conducted?

Yes		No	√

7.6   Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> ➢ Constant efforts are being made to improve the infrastructural facilities in the college. A new block has been proposed to meet the growing need for more space for academic and other activities in the college.
> ➢ Efforts are also being made to provide access to IT education to a greater number if students through FOSS/Spoken Tutorial Initiative of the Ministry of HRD, Govt. of India and IIT Bombay.

8.   Plans of institution for next year

> ➢ To introduce PG Courses in Political Science and History from the next academic session and complete necessary formalities for the same.
> ➢ To provide access to basic IT education to the students by enrolling them for Spoken Tutorials/FOSS programme of IIT Bombay.
> ➢ To strengthen the Career Counselling Cell of the college by accelerating its activities and through optimum use of existing facilities like Language-cum-Career Lab, Tally and other software for enhancing their personal and professional skills.
> ➢ To organize capacity building workshops for the faculty and staff

Name: Dr. Janesh Kapoor   *Name: Dr. Kamal Kant*

Dated : 25.08.2017   *Dated 25.08.2017*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

ADMISSION SCHEDULE (2016-17)

For admission to **First Semester** in the College, the schedule for the session 2016-17:

Depositing of duly filled in forms for admission in the College	21th June to 25th June, 2016
Display of First Merit List	26th & 27th June 2016
Depositing of fees in the College	28th to 30th June, 2016
Regular Teaching	1st July, 2016

Admission Schedule (for admission to BA/ B Sc/ B Com III and V Semesters)

Period	Remarks
16th June to 25th June, 2016	Without late fee
26th June to 30th June, 2016	With late fee of Rs. 10.00 per day

Note: The students are advised to get their admission in III/V Semester by 25th June, 2016 to avoid any problems in depositing fees. The students are required to fill the admission application form for renewal of their admission in III/V Semester.

Vacation Schedule

Period	Days
Summer Break (1st to 20th June, 2016)	20
Festival Break (28th to 31st October, 2016)	04
Winter Break (1st January to 10th February, 2017)	41

EXAMINATION SCHEDULE (2016-17)

Minor Test Schedule

Period	Dates
Odd Semester (I/III/V Semester)	19th to 24th September, 2016
Even Semester (II/IV/VI Semester)	20th to 25th March, 2017

Semester End Examination

Period		Dates
Odd Semester (I/III/V Semester)	Date of Notification	30th July, 2016
	Last Date for Receipt of Examination Forms	31st August, 2016
	Commencement of Examination	14th October, 2016
Even Semester (II/IV/VI Semester)	Date of Notification	28th February, 2017
	Last Date for Receipt of Examination Forms	31st March, 2017
	Commencement of Examination	11th April, 2017

SCHEDULE OF OTHER ACTIVITIES (2016-17)

1.	Commencement of Regular Classes	1st July, 2016
2.	Address to the students by the Principal	1st July, 2016
3.	PTA General House	9th July 2016 at 12:00 Noon
4.	Functions / Competitions by different subject societies	Once in every two months
5.	College Sports Meet	5th September, 2016
6.	Workshop on Communication / Soft Skills	Mid – September, 2016
7.	Inter-University Sports & Youth Festival	As per University Schedule
8.	Celebrations of Days	
	i. International Yoga *Diwas*	21st June, 2016
	ii. Hindi *Diwas*	14th September, 2016
	iii. NSS Day	24th September, 2016
	iv. Flag Day (R&R)	7th November, 2016
	v. National Education Day	11th November, 2016
	vi. National Cadet Corps (NCC) Day	26th November, 2016
	vii. World AIDS Day	1st December, 2016
	viii. Science Day	28th February, 2017
	ix. Red Cross Day	8th May, 2017

विद्या ऽमृतमश्नुते

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