YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Government College Karsog
• Name of the Head of the institution	Dr. Gulshan Mahajan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01907222116
• Mobile no	09418033424
• Registered e-mail	karsoggc@gmail.com
• Alternate e-mail	gul.mahajan@gmail.com
• Address	Karsog
• City/Town	Mandi
• State/UT	Himachal Pradesh
• Pin Code	175011
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Himachal Pradesh University, Shimla**
• Name of the IQAC Coordinator	**Mr. Pankaj Gupta**
• Phone No.	**01907222116**
• Alternate phone No.	**09816733444**
• Mobile	**07018574100**
• IQAC e-mail address	**karsoggc@gmail.com**
• Alternate Email address	**gul.mahajan@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.gckarsog.edu.in/images/-962728842AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.gckarsog.edu.in/docs/Prospectus-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.49**	**2011**	**16/09/2011**	**15/09/2016**
Cycle 2	**B**	**2.10**	**2018**	**03/07/2018**	**02/07/2023**

6.Date of Establishment of IQAC	**20/07/2010**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	**RUSA Grant**	**RUSA**	**09 Sep. 2020**	**10000000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	02	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

• The foremost focus of the IQAC was to restore the teaching learning setup of the institution to its regular track which has been obstructed by COVID-19. The institution arranged online admission portal and teaching learning portal in collaboration with Great Learning?Olympus-Digital-Campus. These facilities proved to be a boon for the students for their online classes. The students were also able to view and listen the recorded lectures of their concerned teachers at their own pace. • The IQAC witnessed the work on beautification of campus, updation of sewerage system, putting shelves in various departments and library. • The institution under the aegis of IQAC organized a webinar for students and teachers in which a medical officer was invited to share information regarding COVID-19 and suggested preventive measures to mitigate the effect of virus and remain stress free during such pandemic. The IQAC with the help of NSS, NCC and R&R units sensitized people to follow SOPs like social distancing, Sanitization etc. Under the guidance of IQAC, students actively took part in this campaign and also used social media for mass awareness. • The IQAC of the college conducted an online cultural exchange programme in collaboration with Bishop Chulaparambil Memorial College, Kottayam (Kerala) under the aegis of Ek Bharat Shreshtha Bharat? an initiative of Government of India. The students of both the colleges were given an opportunity to interact with one another and exchange their activities like 'Relevance of Ghandhian Thoughts', 'Folk songs' and 'Dances', Cuisines', Tourist Destinations' and so on. The programme enriched the students to a large extent. • Most importantly, unprecedented circumstances demanded creative solutions to meet the challenges. In

such situation, IQAC took a million dollar initiative in organizing 'Five-Day Faculty Development Programme' held w.e.f. August 10 to 14, 2020. The teachers were trained by enhancing their professional skills like Audit, E-Learning, Financial Planning, Office Procedure, etc.

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

Plan of Action	Achievements/Outcomes
To facilitate the admission process through the Online Admission Portal for the students	**In the beginning of the session the Online Admission Portal was introduced and was placed on the website of the institution. The feedback from students and faculty was found satisfactory as it is user- friendly to make admission hassle free during COVID-19 pandemic**
To introduce Great Learning Olympus Digital Campus as an online teaching learning platform	**Keeping in view the COVID-19 pandemic, the institution explored the possibilities of online teaching platform? Great Learning?Olympus-Digital-Campus to facilitate the students with enriched teaching-learning experience. The IQAC was convinced with the platform as it gained good reception from both the teachers and the students. Besides, it has the facility of viewing the recorded lectures.**
To use RUSA funds for campus beautification and infrastructure augmentation	**The RUSA grant was utilized for the updation of sewer system, interlocking tiles around the campus.**
To organize 'Five day Faculty Development Programme'	**The IQAC took the initiative to keep the faculty members of the institution updated with the emerging trends in the field of higher education by enhancing their professional skills under the Five-Day Faculty Development**

	Programme held w.e.f. August 10 to 14, 2020 and covered the areas like Audit, E-Learning, Financial Planning, Office Procedure, etc.
To promote 'Ek Bharat Shreshtha Bharat', an initiative of Government India through online mode	The institute collaborated with Bishop Chulaparambil Memorial College, Kottayam (Kerala) under the aegis of Ek Bharat Shreshtha Bharat? an initiative of Government of India, under which various interactive cultural exchange activities like 'Relevance of Gandhian Thoughts', 'Folk Songs and Dances', 'Cuisines', 'Tourist Destinations' were conducted online via Google Meet and students had enriched experience.
To motivate students of Clubs and Societies to spread COVID-19 awareness and work with unison with local administration	It is highly praiseworthy that NCC/NSS/R&R units of our institution extended their much needed help during COVID-19 pandemic in sensitizing the public regarding SOPs? mask-making and distribution, social distancing, food rationing and working in unison with the local administration. The students also showed an active participation on social media in the Awareness Drive.
To organize Webinar on 'Stress Management' for the students	In order to make the students come out of trauma caused by COVID-19, the institution organized the webinar on 'Stress management' for the students and faculty members.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	28/02/2022

15.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 University, Himachal Pradesh University introduced the Annual System, which is largely interdisciplinary in nature providing communication skills, basic IT skills, creative thinking and EVS in its preview. The college gives the students the option to select subject of their own choice at the time of admission. The college also offers generic elective courses in B A /B.Com third year to provide exposures to the students in the subjects other than their core courses.

16.Academic bank of credits (ABC):

Academic bank of credits (ABC) is a credit facility originally envisioned by the Government of India in the New Education Policy 2020. The scheme has the provisions of creating a digital infrastructure that will store the academic credits earned by the students of various higher education institutes within the country. Since the college is affiliated to Himachal Pradesh University, which is in the process of implementing it.

17.Skill development:

In order to develop skills among the students the CBCS system adopted by the college offers various skill enhancement courses like soft skills, business communications, samachar sankalan, karyalyee Hindi, rangalekh avam rangmanch, sericulture, legislative support, apiculture, mushroom cultivation, statistical methods etc. under different undergraduate courses. The college also provides opportunities to learn ability enhancement courses like environmental studies, writing skills, Hindi Bhasha and Sampreshan etc.

Language laboratory was established to develop the speaking skills

providing phonetical knowledge to the students. Online admission/examination portal was also made feasible for making admission/examination process hassle-free and student become well acquainted with the IT skills. Due to COVID -19 pandemic the students got opportunity to learn new IT skills under Great learning Online teaching learning platform. Therefore the students learnt how to submit assignment and participate through online mode in seminar and quiz etc.

During COVID -19 pandemic the student sensitise the general public regarding precautionary measure like social distancing wearing of masks. The students under R&R NCC, NSS learn to make masks and distributed them among the general masses. The students promoted YOGA and importance of healthy diet to the general public through social media campaign. These activities promoted students to learn tie up with organizations/NGO to carry forward humanitarian work, develop a passion and brotherhood towards community, social skills communication skills, management skills, leadership skills, analytic skills, perceptual skills etc

18.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 presented in many of our courses. This includes teaching in Indian language and culture while using online courses. The departments of Sanskrit, Hindi, English, History, Music, Sciences, Sociology etc. are actively exchanging information about these topics and adding to their understanding of modernity within the broader context of tradition. Furthermore, a significant portion of our curriculum is presented in Hindi and other regional languages in the classroom. The college promotes local folk and instruments by providing training to students to play such instruments and also prefer this traditional folk in the various college and intra-college competitions.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The syllabus of all courses is designed by the university, which clearly has defined the course outcomes. These outcomes are also present on college website and we endeavor to meet the objectives of these courses. We try to assess the success of these outcomes by evaluating our Students through CCA, seminar, class test etc. to see if some of these outcomes are in line with the expectations of the college and the students.

20.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 were not operational and hence college signed MOU with 'Great-Learning' platform to provide education through online classes. **The college is also a study centre of IGNOU, where learner can enroll and complete his or her degree. The staff of the college offers the counseling classes of this study centre.**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**189**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2082**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**556**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**626**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**28**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**36**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1	**18**
Total number of Classrooms and Seminar halls	

4.2	**123.56**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**107**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The academic calendar is prepared and published in the prospectus and the faculty ensures well-planned curriculum delivery as per the guidelines. For effective implementation of curriculum teachers use a variety of ICT enabled teaching techniques. The teachers also assess the students' growth and progress through assignment, class

test, group discussion, quiz, presentations through class seminar and project. In order to access the progress of students, the Mid-Term Tests are conducted after the completion of 70% of syllabi. Based on the students' performance on the above activities, 30 marks are credited to their final awards. The answer sheets are checked and shown to the students for clarification and then teachers discuss the question papers in detail to them. The CCA is displayed on the notice board for objections, if any. Further, the CCA is uploaded on the University portal by the respective teachers. Seminars are conducted where invited speakers guide the students about the nuances of respective subjects. Institution has well-established labs of different subjects in which students understand practicality of these concepts.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.gckarsog.edu.in/docs/Prospectus-2020-21.pdf

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

The institution prepares academic calendar in the beginning of each academic year and the institution insures effective implementation of the above. The whole format of academic calendar is discussed with all the faculty members in staff meetings and with students in Induction programme. The clubs and various societies help in the effective implementation of the academic calendar. For the Continuous Internal Evaluation (CIE), there is a procedure of Internal Assessment which is of thirty marks (15+10+5). The internal examinations are conducted before the end of every year which includes theory paper of fifteen marks. The class assignments, class tests, presentations are also taken by teachers carrying ten marks. Depending upon the percentage of attendance above the minimum 75 criteria, up to five marks are allotted to the students. The internal assessments are then displayed for the students' objections, if any. Once all the objections are resolved the final CIE is uploaded in the university portal by teachers of their respective subjects and finally, verified by the Principal of the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://hpuniv.ac.in/upload/uploadfiles/files/CBCS_draft13.pdf

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

07

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

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

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

nil

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

1.3 - Curriculum Enrichment

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

The institution integrates cross-cutting issues in the curriculum. There are courses like "Society in India", Sociology of Environment" etc in the syllabi of the students which deals with moral values, Human values and professional ethics. The course "Environmental Science" is a compulsory course to all students of undergraduate classes which makes student aware of environment, conservation of natural resources, preservation of Flora and Fauna, problems of non biodegradable substances and sustainable life style. College also celebrates various important days, which is an essential part of curriculum, these days include Women day, Gandhi Jayanti as Swatch Bharat, environment day, Science day etc to inculcate basic moral and social values in the students. Plantation drive and organic farming, blood donation is an integral part of institution's social responsibility. Institution also undertakes various social services with the help of students in collaboration with local authorities. This year our students performed services in hospitals, roads,

villages for the awareness of peoples regarding COVID protocol.

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

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

04

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

104

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

C. Any 2 of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://www.gckarsog.edu.in/feedback.aspx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gckarsog.edu.in/feedback.aspx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

795

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

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

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

219

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students through tests and questions in classroom. After the mid-term test the sheets are evaluated and the slow and fast learners are identified. The teacher then puts extra effort by arranging special classes for the slow learners, although these classes are meant for slow learners but others can also join voluntarily. This year such extra online sessions were conducted for such students.

File Description	Documents
Paste link for additional information	<u>https://www.mygreatlearning.com/olympus-digital-campus</u>
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2082	**28**

File Description	Documents
Any additional information	<u>View File</u>

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

The entire Academic process of planning, delivery of Curriculum and assignment is designed to be student centric. Although the teaching was online for the complete session then also the platform used for classes was interactive. The platform was such that instant questions/ Quiz were put during teachings and the answers from all students were instantaneously analyzed. The assignments to students

were given and answers were uploaded in the portal, which were then analyzed. Online seminars of students were taken and also many students participated in various online competitions. To make students aware of various steps of democracy, many students were attached to polling booths in collaboration with election department. Few students were attached with police under project "SEHBHAGITA" for understanding of social evils and awaking the society about it.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://www.gckarsog.edu.in/Annual_reports.aspx

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

This year was a challenging year and all the teachers were first made ICT friendly and trained to take online classes through the "Great-Learning" portal. The use of digital board, PPT presentation using share screen mode, and online quiz based on classes' content, online submission of assignments gave new dimensions to teaching learning process. The teachers also used whatsapp groups for effective sharing of PDF material of their classes

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

28

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

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

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

14

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

174

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

2.5 - Evaluation Process and Reforms

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

The mechanism of internal assessment is fully transparent and strictly as per guidelines of Himachal Pradesh University, Shimla.

- **The internal assessment for all courses is of 30 marks. Out of 30 marks, 15 marks are of house examinations and 10 marks are for monthly class test, quiz, assignments and seminars. There are 5 marks for class attendance which are computed as follows:**

Attendance 95% and Above-5 Marks, 90% – 95% will be given 4 marks, 85% To 90% will be given 3 marks, 80% To 85% will be given 2 marks and 75% to 80% will be given 1 mark only. This technique is motivating students to attend the entire lectures with enthusiasm.

The final marks obtained by the student are displayed on the notice board for objection if any. Once the objections are resolved the final CIE is uploaded in the university portal by the respective subject teacher and finally verified by the Principal of the college.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://hpuniv.ac.in/upload/syllabus/5b8647d9e1fdaLIfeSciencesAnnual.pdf

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

There is complete transparency in internal examination. The criterion adopted is as directed by the University:

- **At the beginning of session, faculty members inform the students about the various components in the process of examination during the year.**
- **The internal examination Test schedules are prepared and communicated to the students well in advance.**
- **It is ensured that there is no deviation from schedule and after examination the evaluated sheets are distributed to the students within 15 days for the verification and grievance if any is addressed immediately.**
- **Since internal examination is a part of assessment and hence proper care is taken that no grievance is left unaddressed.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.gckarsog.edu.in/contact_us.aspx

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution is committed to clearly develop all round development of the students.

- **The outcomes of all courses have been displayed on the college website.**
- **An orientation programme is done every year in the begining of session and all the students are apprised of the objectives and expected outcomes of their programmes**

Students are also educated and provided with detailed syllabus and course outcomes in classes of the respective courses.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.gckarsog.edu.in/download/Learning-Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The course is delivered in classes, keeping these outcomes in mind and then frequent test / assignment / midterm test / seminars are conducted to evaluate the understanding level of students. Extra classes are conducted by the departments if the student lags in these outcomes. The final result also gives an indication of students learning and institution plans next session accordingly.

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

2.6.3 - Pass percentage of Students during the year

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

734

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://www.gckarsog.edu.in/images/-41599686 Annual%20Report%202020-21.pdf

2.7 - Student Satisfaction Survey

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

https://www.gckarsog.edu.in/feedback.aspx

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects /

endowments in the institution during the year (INR in Lakhs)

Nil

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

nil

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer

of knowledge

The college has created an ecosystem for innovation and other initiatives for creation and transfer of knowledge. Our college has developed a spirit of various outreach programmes for creation and transfer knowledge.

- **The institution has well equipped central Library and online access to e-journal and e-books through INFLIBNET.**
- **The College publishes an annual magazine namely "Kamaksha" every year. It aims at making the students become able to express their creative, innovative and analytical views with regards to various issues.**
- **The college has established a Career Guidance, Counselling and Placement cell for the benefit of the students. The members of the Cell are always at the disposal of the students in guiding them to opt suitable careers in different fields.**
- **The college promotes participation of students in different co-curricular activities. Formation of various Clubs and Societies like Eco-Club, Literary Club, Dramatic club etc. have been instrumental in transferring knowledge through seminars, youth festival, group discussion, brain storming, role playing and many more to equip the students and motivate them for all round development of the student.**
- **Language laboratory was established and those students who are keen to develop the speaking skills and personality use this facility.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

o

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://www.gckarsog.edu.in/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

03

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

03

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, demonetization and digital payment, health awareness etc are organised. Continuous voluntary activities by students to maintain cleanliness in and around the campus create awareness about the role of clean environment in human health and contribute to the Swachh Bharat Mission.

Exposure to extension and outreach activities sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, dowry, child abuse, female child, victims of violence, old and infirm, and displaced persons etc. The activities lead volunteers to have values of social responsibility such as: to help people in need and distress, understand and share the need of under privileged children, promote cleanliness in all span of life and common places, acquire social values and a deep interest in environmental, health related issues. This gives knowledge of societal issues and problems and to search solution, build up relation and tie up with organizations/NGO to carry forward humanitarian work in future, develop a passion and brotherhood towards community, social skills communication skills, management skills, leadership skills, analytic skills, perceptual skills etc

File Description	Documents
Paste link for additional information	[https://www.gckarsog.edu.in/images/-41599686 Annual%20Report%202020-21.pdf](https://www.gckarsog.edu.in/images/-41599686Annual%20Report%202020-21.pdf)
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

36

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1147

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

02

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- **College building has seventeen classrooms out of which three are smart classrooms, separate conference cum seminar room and examination hall/Multipurpose hall for teaching learning**
- **College has library with more than thirteen thousand books and ten computer terminals with internet facility to explore e books, and e content through INFLIBNET etc.**
- **ICT laboratories with 103 computer terminals with internet facility and wi fi campus for teaching learning.**
- **Language- cum- career lab having 21 systems for developing communication and inter-personal skills of students.**
- **Every department of the institution is equipped with Staff cabin with ICT facility.**
- **Adequate fresh drinking water facility and well maintained male/female laboratories within campus have been made available.**
- **Computerized administrative office for student support**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/Infrastructure_and_Facilities.aspx

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor) and gym etc. The college organizes few sports competitions in the campus and a few events are held on nearby playground.

The College encourages sports activities by providing indoor and outdoor games facilities to the students. The indoor games include Chess, badminton, table tennis, carom, boxing etc. whereas outdoor games like Kabaddi, Kho-Kho , volleyball, Cricket etc. The college organizes Annual Sports Meet however, it was not held due toCovid-19. There is a Gym for the sports persons.

To conduct cultural activities in the college, there is a cultural committee. This committee organized many cultural programs during

this year. Some interesting programs by the committee are debate, rangoli, painting, mehandi, quiz, model and poster-making, essay-writing, slogan-writing, sangeet and drama preparation etc.

The Dramatic Club of the college trains the students towards the nuances of acting and drama.

There is a separate room for Music activities. The main focus remains to train students in local folk songs, dances etc. There are various local traditional and other music-equipments in the college like Scale changer, harmonium, Tabla, Key-board, Dhol, Nagara, Karnaal, Sitaar, Narshinga, Casio, Gujhu, shahnai etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gckarsog.edu.in/

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

11

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gckarsog.edu.in/Infrastructure_and_Facilities.aspx
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20.55

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

4.2 - Library as a Learning Resource

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

The college Library is partially automated with Soul-2.0 version software and the process of complete automation is in pipeline.

The college library has 13731 books and itsubscribes to a number of daily newspapers in English and Hindi and periodicals regularly. The library has10 computer systems with connectivity of 50 Mbps

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.gckarsog.edu.in/Infrastructure_and_Facilities.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   **C. Any 2 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

`0.059`

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

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

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

`158`

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution provides IT facilities to all within the campus. It makes the students and faculty well equipped with modern techniques. It helps to enhance academic excellence. ICT facilities are given prime importance while utilizing Government grants. The college regularly updates computers and internet speed.

The library, ICT laboratories, faculty ICT resource centre, faculty cabins, laboratories are well connected with Wi-Fi/ internet connections.

- **Library is having reprographic facilities within the institute's campus.**
- **Language -cum-career lab having 21 systems for developing communication and inter-personal skills of students with latest software.**
- **College main office is automated with necessary software's for fee collection, student admission and support, finance and**

accounts etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/

4.3.2 - Number of Computers

103

File Description	Documents
Upload any additional information	<u>View File</u>
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

55.29

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

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

Our college adopts a systematic procedure for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.

- **The department gives a list of equipment for repair, new purchases in each session whereas unserviceable or broken articles are periodically phased out by government laid write off procedure. Every Academic and support facility is analyzed every year by physical stock verification. The supporting staff sanitizes the infrastructures and also looks after the plants.**
- **The students are motivated to minimize the use of plastic to make plastic free campus. The volunteers of NSS, NCC and R&R organize many awareness programmes to keep college and nearby surroundings clean and green.**
- **The ICT infrastructure and other laboratories are maintained by supporting staff members. The library committee and In-charge of Library keeps the library well maintained.**

- **The sports Infrastructure and campus furniture are maintained time to time whereas the college building is maintained by building Fund Committee.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

175

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to Institutional website	https://www.gckarsog.edu.in/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

682

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

682

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	*View File*

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

98

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

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

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

02

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

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

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

01

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

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

In the college, various student committees/clubs are operational to showcase the student's representation and engagement in various administrative, co-curricular and extracurricular activities.

• **The college has CSCA whose representatives are responsible for representing any issues related to academics/non-academics to concerned committee head or head of the Institution.**

• **Three units of the college NSS, NCC and R&R organize the task solving activities. Each student is assigned role to accomplish it.**

• **Students have strong representations in all cultural and sports committees. They help in organization and management of events. Major events include subject society functions, Annual Sports Competition and Annual cultural event.**

• **Students provide strong support in the administration and management of hostel affairs. The college has a girls' hostel where students gather and form its Mess Committee. A hostel warden has been assigned a duty to develop decision-making aspects related to students.**

• **Student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

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

16

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

5.4 - Alumni Engagement

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

The college has formed Alumni Association in 2009-10 with the aim for the welfare of students and college. The Alumni meets every year in the campus and refresh their memories of the college. Many Alumni of the college are well-known in their respective fields like Politics, Education, Literature, Sports Agriculture, Business, Social work and public speaker. The Association contributes in following way:

- **Guest lectures on various subjects by experts are delivered on behalf of the Association.**
- **It helps to organize educational visits for the students.**
- **It also provides information about the job opportunities available in every field.**
- **It motivates the students for going higher studies.**
- **The Association supports the institution.**
- **The college provides an opportunity to the Alumni to interact and share their experience with students.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the college 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, 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.**

The college is the only Higher Education institution in this rural area and our strength is increasing year-on-year basis. Before the opening of this institution only few population of the area use to pursue higher education and almost all the Government offices were having vacancy due to lack of local youth in Government jobs. The scenario has changed after opening of this institution. Now there are many youth who passed this institution and are now serving the local areas. This way we have changed the life of local youth. The academic calendar is such that brings discipline and character and to have overall development of students. The institution is working hard to provide modern infrastructure, best library and ICT facilities to its students.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/mission_vision.aspx
Upload any additional information	View File

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

The institution defines the decentralization in working through delegation of authority to implement the decisions and to promote a culture of participative management.

· Different committees are formed like College Governance (RUSA), Admission, IQAC, House Examination, Discipline, Library, Canteen, Hostel, CSCA advisory, Campus Beautification, Scholarship, Anti Ragging Committee, Career Counselling Cell, College website, Sports, Time-Table Committee, College Magazine committee, etc. are constituted at the beginning of each academic session for smooth working all round the year. Along with this, a few committees are formed for smooth functioning of club and societies events time to time. These committees are fully empowered to take necessary financial approval from the Principal and execute the plan chalked out by the IQAC. The College involves the faculty members (teaching and non-teaching) along with other stakeholders in various activities related to the development of the Institution.

· Apart from these other regular committees are also formed every year to look into the assigned work. Students are also involved under participative management as president of CSCA becomes a medium between administration and the students. This year, CSCA could not be formed owing to COVID-19.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **In the beginning of the session, IQAC chalked out the Annual**

Plan along with Academic Calendar of the institution. It is implemented through various Committees under the guidance of IQAC. The strategic/ prospective plan is executed in phased manner.

- Online admission portal was made feasible in the beginning of the session for making admission process hassle-free.
- University approved curriculum is strictly followed and faculty members are encouraged to take up online short term courses, Orientation Programmes, Refreshers Courses etc. to enhance their skills. This year for the completion of the syllabus, we used online method i.e. "Great Learning" platform. The teachers also used all the virtual methods to keep the process of teaching learning on working mode.
- The Development Plan focuses on the current needs in terms of infrastructure in college campus. It was executed with the help of various Government agencies.
- Under the guidance of IQAC, faculty supported students to participate in online/ virtual events and they were also encouraged to provide selfless services to community as Corona warrior and to work in collaboration with local administration.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gckarsog.edu.in/IQAC.aspx
Upload any additional information	View File

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

Being a Government Institution, the policies and rules are framed by the Government through Department of Higher Education. These rules and regulations are implemented within institution in words and spirit by the head of institution. The Education Secretary is the administrative head of the institution shouldering the responsibilities of administration, appointments and infrastructures etc. The policies and guidelines are followed in the institution by the regular communication between Principal and Director of Higher Education. The day-to-day administrative affairs of the College are managed by the Principal with the assistance of various committees consisting of teaching and non-teaching staff. The Principal is the academic head, ensuring the proper conduct of all the academic,

research and extension activities. The Bursar assists the Principal in day-to-day financial matters, however financial audit is done by Auditor General Office. The college distributes powers among the different committees. The decentralization of authority enriches the effective and efficient functioning of the institution in all its spheres of planning, decision-making and implementation.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/Prospectus.aspx
Link to Organogram of the institution webpage	https://education.hp.gov.in/?q=organization-structure
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution effectively implements the welfare schemes for the teaching and Non-teaching faculties:

• The College is a Government college and all the Government facilities such as Medical reimbursement, Casual Leave, Earned Leave, Study leave, Maternity & Paternity Leave, and Medical Leaves. They are also given academic leaves to attend FDP such as Orientation and Refresher courses, short term courses, conference,

symposium, workshops, seminars etc. for the career development. The staff is also given Gratuity, Pension, Commutation of Pension, Earned Leave encashment etc on retirement. The employee is also subscribed to GPF/NPS as per Government norms.

· There is provision of staff secretary which acts as a bridge between staff and Principal. He handles Staff Fund which is being used for the welfare of teachers.

· The college provides staff room, staff cabins, library facility and Wi-Fi facility to the teaching and non-teaching staff.

· The college has a Staff Grievance Redressal Cell to address the issues and grievances of the staff.

· The institution provides infrastructure facilities for conducting meeting of Staff Associations.

File Description	Documents
Paste link for additional information	http://117.239.1.98:82/HomeScreen/CollegeReport.aspx
Upload any additional information	No File Uploaded

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

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

0

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

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

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

01

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

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

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

There are two types of Performance based evaluation. It provides a feedback of the faculty member. It helps them in understanding the changing needs of students.

- **All teaching and non teaching staff is required to fill ACR form which include appraisal report based on the annual performance of the employee in academic, research and other extra-curricular activities. This ACR is then verified by the Principal and sent to the Directorate of the Higher Education. Based on this ACR the promotion and carrier advancement are provided to employee.**

Another system is feedback from students which is analyzed by the Evaluation Committee and feedback is communicated to the respective employee for further improvement in his/her profession

File Description	Documents
Paste link for additional information	https://education.hp.gov.in/?q=notice_board&tid=6
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

- **The institution also has an Internal Audit System in which all the bills and vouchers are routed through Bursar. A committee is also formed to do the needful things for the removal of audit Para which includes recovery from the concerned employee, getting ex-post-facto sanction from higher authorities etc**
- **The institution is a Government institution and, hence, all the expenditure is also audited by the Government bodies. All the Government funds which include salary and arrears, Pensions, medical reimbursement, TA bills are audited by AG Himachal Pradesh, Fees and funds, collection and expenditure is audited by the local audit department of Himachal Pradesh Government. The grants like RUSA, UGC, NSS and NCC are audited by the Charted Accountant.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

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

0

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

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

Institution maintains & follows a well-planned process for the mobilization of funds and the optimal utilization of resources.

- **The institution receives fees from students as per government norms which are major part of fund available with the institution. Apart from that institution approaches to the higher authorities from time to time to get additional grant for its major projects. Presently, institution has succeeded in getting a sanction of Rs. 3.17 crore for its new construction from Himachal Pradesh Government. The institution also receives grants from RUSA for its infrastructure developments.**
- **For the optimal utilization of funds, institution has a well-defined procedure like formation of Annual Plan which includes infrastructure maintenance and development for the better teaching-learning environment. This plan is presented before IQAC and the committees are formed for its execution. The committee takes the help of PWD for major projects while minor repairs and purchasing are done as per the procedure laid down**

in Himachal Pradesh Finance Rules. The bills are then submitted which are verified by Bursar and final payments are released. Finally, all bill vouchers are audited by the local audit department of H P Government and Accountant General Himachal Pradesh.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

- **In the beginning of new session, IQAC finalizes the Development plan for academic and infrastructure development in the institution which at the end of session is analyzed and new plans for next session are also finalized.**

- **The IQAC organizes short-term courses for the faculty, lectures of eminent educationists and resource persons from different fields for the career counseling of the students.**

- **The IQAC also plans different extension activities with the help of NCC, NSS and R&R to promote cultural, educational and social values among the students.**

- **The IQAC plans for the delivery of the curriculum designed by the affiliating university which is prepared and published in the prospectus. This includes mid- term tests, class tests, seminars, projects, quiz and viva.**

- **It also plans for the celebration of different days of national and international importance by organizing different competitions like debate, declamation, poster-making, slogan-writing, rangoli formation etc. for the overall development of the students.**

- **IQAC also arranges camps for different sports activities and ensure student participation in inter-college competitions. Annual Athletic Meet is also organized to identify the talent among students.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/IQAC.aspx
Upload any additional information	**No File Uploaded**

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

- **The IQAC of the college makes a plan in the beginning of the session and various committees for its execution are formed.**
- **The Principal, who heads the IQAC, takes periodic meetings with these committees to monitor the work assigned to them.**
- **To examine the learning of the student's periodic class tests and mid -term tests are conducted and further teaching is planned accordingly.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/IQAC.aspx
Upload any additional information	**No File Uploaded**

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gckarsog.edu.in/Annual_reports.aspx
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has a Gender Equity Cell and Women Cell which works in the direction of promotion of gender equity. All the rules and guidelines of Government to promote gender equity are strictly followed. There is an equal access to all resources of the college and separate facilities for girls like girls common room, separate toilets, girl's hostel are also there. There are separate units of rangers and NCC, 50% seats in NSS for girls, special quota for single girl child, and scholarships as per Government norms. All the units are headed by male and female staff equally. All inter-college sports are there for boys and girls equally.

The institution also has a mechanism to address different gender equity issues if any.

It is the outcome of such efforts that in these institution girls outnumber the boys.

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

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

C. Any 2 of the above

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

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

There are different types of wastes disposed in the college for which there is a proper system on functioning mode. All over the campus green and yellow dustbins are installed for collecting biodegradable and non-biodegradable waste. The waste which is recyclable is auctioned and money collected is deposited in college funds. The liquid waste and chemical waste is buried in the ground in a pit. The waste which can be destroyed by burning is placed in a pit and burned out on Sundays.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading   **B. Any 3 of the above**

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

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

The College institutionalized inclusiveness by extending equitable

access to the students from socially disadvantaged communities and women through the following means:

1. The college gives priority in admission to socially and economically weaker sections and girls as per the Government norms. In the institution, there is no discrimination on the basis of caste, religion and marginalized groups.
2. The impact of this inclusive policy is observable from the percentage of admission of students from Scheduled Caste Communities and Other Backward Communities (OBC).
3. Many students who belong to socially disadvantaged communities and also to economically poor background (IRDP) are given government scholarship.
4. The college has various Clubs and Societies laying emphasis on equality among the all students. In order to maintain cultural, religious and linguistic harmony, many local religious traditions and rituals are documented and presented in the cultural functions.
5. Cultural functions take place within the campus to widen cultural horizon and to appreciate different traditions.
6. Special facilities are created for the Divyangjan students. The college manages to provide facility of ramps and wheelchairs for these students.
7. Special restroom facilities have been provided in the college premises. During the examination, scribes are arranged for the needy.

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

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

The institution, apart from imparting professional academic education, inculcates a feeling of oneness among the student community through various practices and programs.

- The college has taken Green Initiative aiming at neutralizing the Greenhouse Gas emissions. The College ensures that the students participate very enthusiastically in all such activities.

- The College celebrated the Independence Day, Republic Day, Voter's Day 'Samvidhan Divas' and students have participated in Elocution and Quiz contest with all insights which in turn contributed to the ideal Constitutional values, Fundamental Duties and Rights of Indian Citizens.
- The units of the college NSS, NCC and R&R inculcate values among the students by arranging Blood donation camps, social services, Plantation drives and awareness campaigns on different fields.
- The students were engaged in programs like webinars, Conferences, Expert talks etc which have enriched the awareness about these aspects.
- Women' Day is celebrated to provide an outlet and equal respect for women.
- Institution has organized student centric activities to promote awareness about various aspects of Indian citizenship. The institution provides the opportunity for the first year students in conducting one day Induction program for inculcating among them rights, duties and responsibilities towards institution and society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gckarsog.edu.in/images/-41599686 Annual%20Report%202020-21.pdf
Any other relevant information	https://www.gckarsog.edu.in/

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

B. Any 3 of the above

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

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

Institution celebrates national and international commemorative days, events and festivals. National festivals plant seed of Nationalism and Patriotism among students of the college. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great national leaders.

- **Apart from the academics, extracurricular activities are also given importance. For this, Annual Calendar for various activities isprepared for the session.**
- **The college organizes International Yoga Day, Hindi Divas, Flag Day, NCC Day, National Education Day, National Sports Day, Teachers' Day, Science Day, World Theatre Day, International Day of Non-Violence, World AIDS Day, Anti Tobacco Day, World Harmony Day, World Water Day, World Thinking Day; Red Cross Day etc. and are celebrated to foster nationalistic and democratic fervor among the students.**
- **The college provides opportunities to Students to take part in inter University Sports and Youth festival as per University schedule.**
- **Every year, declamation contest, debates, essay writings and various other activities are conducted by different Societies and Clubs of the college.**
- **In order to have gender equality, the college celebrates 8th March as Women Day.**

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

7.2 - Best Practices

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

- **Due to the COVID, offline classes were closed by the Government and hence the college began to explore a few methods for effective implementation of curriculum and better performance of teaching among students. In this regard, a step was taken to train all teachers for online delivery of curriculum. MOU was signed with 'Great Learning', online platform, for online classes of the students. It helped all those students who were from far and wide areas to get education. It was effect of these efforts that all teachers become technology-friendly and three students stood in merit list of HP University.**

During this pandemic, the institution, with the help of students took initiative to aware the people about COVID protocol to be followed for safety measures, prepared and distributed masks, started online campaigns, gave volunteer services in hospitals, roads etc. The NSS volunteers of the college started a campaign 'Meri Pathshala' in which volunteers taught the children in their home

File Description	Documents
Best practices in the Institutional website	https://www.gckarsog.edu.in/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

The institution is committed to have sustainable development of the local area. We have put a thrust on imparting higher education to girls and preserving environment.

This institution has adopted a policy of walk-in-admission to all students which has promoted a lot towards the girls' education. It is due to the efforts of the institution that from last few years girls outnumber the boys. We have also put thrust on environment conservation in which we collaborated with the Forest Department and adopted a forest in which we plant trees and take care of them for their proper growth. We also adopt a village every year in which our volunteers make the people aware about preservation of environment by taking cleanliness and plantation drives with the help of local people in that village

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The academic calendar is prepared and published in the prospectus and the faculty ensures well-planned curriculum delivery as per the guidelines. For effective implementation of curriculum teachers use a variety of ICT enabled teaching techniques. The teachers also assess the students' growth and progress through assignment, class test, group discussion, quiz, presentations through class seminar and project. In order to access the progress of students, the Mid-Term Tests are conducted after the completion of 70% of syllabi. Based on the students' performance on the above activities, 30 marks are credited to their final awards. The answer sheets are checked and shown to the students for clarification and then teachers discuss the question papers in detail to them. The CCA is displayed on the notice board for objections, if any. Further, the CCA is uploaded on the University portal by the respective teachers. Seminars are conducted where invited speakers guide the students about the nuances of respective subjects. Institution has well-established labs of different subjects in which students understand practicality of these concepts.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.gckarsog.edu.in/docs/Prospectus-2020-21.pdf

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

The institution prepares academic calendar in the beginning of each academic year and the institution insures effective implementation of the above. The whole format of academic calendar is discussed with all the faculty members in staff meetings and with students in Induction programme. The clubs and various societies help in the effective implementation of the academic calendar. For the Continuous Internal Evaluation (CIE),

there is a procedure of Internal Assessment which is of thirty marks (15+10+5). The internal examinations are conducted before the end of every year which includes theory paper of fifteen marks. The class assignments, class tests, presentations are also taken by teachers carrying ten marks. Depending upon the percentage of attendance above the minimum 75 criteria, up to five marks are allotted to the students. The internal assessments are then displayed for the students' objections, if any. Once all the objections are resolved the final CIE is uploaded in the university portal by teachers of their respective subjects and finally, verified by the Principal of the college.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://hpuniv.ac.in/upload/uploadfiles/files/CBCS_draft13.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

07

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

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

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

nil

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

1.3 - Curriculum Enrichment

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

The institution integrates cross-cutting issues in the curriculum. There are courses like "Society in India", Sociology

of Environment" etc in the syllabi of the students which deals with moral values, Human values and professional ethics. The course "Environmental Science" is a compulsory course to all students of undergraduate classes which makes student aware of environment, conservation of natural resources, preservation of Flora and Fauna, problems of non biodegradable substances and sustainable life style. College also celebrates various important days, which is an essential part of curriculum, these days include Women day, Gandhi Jayanti as Swatch Bharat, environment day, Science day etc to inculcate basic moral and social values in the students. Plantation drive and organic farming, blood donation is an integral part of institution's social responsibility. Institution also undertakes various social services with the help of students in collaboration with local authorities. This year our students performed services in hospitals, roads, villages for the awareness of peoples regarding COVID protocol.

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

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

04

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	<u>View File</u>

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

104

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	<u>https://www.gckarsog.edu.in/feedback.aspx</u>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	<u>View File</u>

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gckarsog.edu.in/feedback.aspx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

795

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

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

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

219

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

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of the students through tests and questions in classroom. After the mid-term test the sheets are evaluated and the slow and fast learners are

identified. The teacher then puts extra effort by arranging special classes for the slow learners, although these classes are meant for slow learners but others can also join voluntarily. This year such extra online sessions were conducted for such students.

File Description	Documents
Paste link for additional information	https://www.mygreatlearning.com/olympus-digital-campus
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2082	**28**

File Description	Documents
Any additional information	View File

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

The entire Academic process of planning, delivery of Curriculum and assignment is designed to be student centric. Although the teaching was online for the complete session then also the platform used for classes was interactive. The platform was such that instant questions/ Quiz were put during teachings and the answers from all students were instantaneously analyzed. The assignments to students were given and answers were uploaded in the portal, which were then analyzed. Online seminars of students were taken and also many students participated in various online competitions. To make students aware of various steps of democracy, many students were attached to polling booths in collaboration with election department. Few students were attached with police under project "SEHBHAGITA" for understanding of social evils and awaking the society about it.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://www.gckarsog.edu.in/Annual_reports.aspx

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

This year was a challenging year and all the teachers were first made ICT friendly and trained to take online classes through the "Great-Learning" portal. The use of digital board, PPT presentation using share screen mode, and online quiz based on classes' content, online submission of assignments gave new dimensions to teaching learning process. The teachers also used whatsapp groups for effective sharing of PDF material of their classes

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

2.3.3.1 - Number of mentors

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

28

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

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

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

14

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

174

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

2.5 - Evaluation Process and Reforms

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

The mechanism of internal assessment is fully transparent and strictly as per guidelines of Himachal Pradesh University, Shimla.

- **The internal assessment for all courses is of 30 marks. Out of 30 marks, 15 marks are of house examinations and 10 marks are for monthly class test, quiz, assignments and seminars. There are 5 marks for class attendance which are computed as follows:**

Attendance 95% and Above-5 Marks, 90% – 95% will be given 4 marks, 85% To 90% will be given 3 marks, 80% To 85% will be given 2 marks and 75% to 80% will be given 1 mark only. This technique is motivating students to attend the entire lectures with enthusiasm.

The final marks obtained by the student are displayed on the notice board for objection if any. Once the objections are resolved the final CIE is uploaded in the university portal by the respective subject teacher and finally verified by the Principal of the college.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://hpuniv.ac.in/upload/syllabus/5b864 7d9e1fdaLIfeSciencesAnnual.pdf

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

There is complete transparency in internal examination. The criterion adopted is as directed by the University:

- **At the beginning of session, faculty members inform the students about the various components in the process of examination during the year.**
- **The internal examination Test schedules are prepared and communicated to the students well in advance.**
- **It is ensured that there is no deviation from schedule and**

after examination the evaluated sheets are distributed to the students within 15 days for the verification and grievance if any is addressed immediately.

- ○ **Since internal examination is a part of assessment and hence proper care is taken that no grievance is left unaddressed.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.gckarsog.edu.in/contact_us.aspx

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution is committed to clearly develop all round development of the students.

- ○ **The outcomes of all courses have been displayed on the college website.**
- ○ **An orientation programme is done every year in the begining of session and all the students are apprised of the objectives and expected outcomes of their programmes**

Students are also educated and provided with detailed syllabus and course outcomes in classes of the respective courses.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.gckarsog.edu.in/download/Learning-Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The course is delivered in classes, keeping these outcomes in mind and then frequent test / assignment / midterm test / seminars are conducted to evaluate the understanding level of students. Extra classes are conducted by the departments if the

student lags in these outcomes. The final result also gives an indication of students learning and institution plans next session accordingly.

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

2.6.3 - Pass percentage of Students during the year

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

734

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	<u>https://www.gckarsog.edu.in/images/-41599686Annual%20Report%202020-21.pdf</u>

2.7 - Student Satisfaction Survey

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

<u>https://www.gckarsog.edu.in/feedback.aspx</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

01

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

nil

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has created an ecosystem for innovation and other

initiatives for creation and transfer of knowledge. Our college has developed a spirit of various outreach programmes for creation and transfer knowledge.

- The institution has well equipped central Library and online access to e-journal and e-books through INFLIBNET.
- The College publishes an annual magazine namely "Kamaksha" every year. It aims at making the students become able to express their creative, innovative and analytical views with regards to various issues.
- The college has established a Career Guidance, Counselling and Placement cell for the benefit of the students. The members of the Cell are always at the disposal of the students in guiding them to opt suitable careers in different fields.
- The college promotes participation of students in different co-curricular activities. Formation of various Clubs and Societies like Eco-Club, Literary Club, Dramatic club etc. have been instrumental in transferring knowledge through seminars, youth festival, group discussion, brain storming, role playing and many more to equip the students and motivate them for all round development of the student.
- Language laboratory was established and those students who are keen to develop the speaking skills and personality use this facility.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gckarsog.edu.in/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

o

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://www.gckarsog.edu.in/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

03

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

03

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, demonetization and digital payment, health awareness etc are organised. Continuous voluntary activities by students to maintain cleanliness in and around the campus create awareness about the role of clean environment in human health and contribute to the Swachh Bharat Mission.

Exposure to extension and outreach activities sensitize the students towards social issues and also to legal and social remedies for matters like domestic violence, dowry, child abuse, female child, victims of violence, old and infirm, and displaced persons etc. The activities lead volunteers to have values of social responsibility such as: to help people in need and distress, understand and share the need of under privileged children, promote cleanliness in all span of life and common places, acquire social values and a deep interest in environmental, health related issues. This gives knowledge of societal issues and problems and to search solution, build up relation and tie up with organizations/NGO to carry forward humanitarian work in future, develop a passion and brotherhood towards community, social skills communication skills, management skills, leadership skills, analytic skills, perceptual skills etc

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/images/-41599686Annual%20Report%202020-21.pdf
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

36

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1147

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

02

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

- **College building has seventeen classrooms out of which three are smart classrooms, separate conference cum seminar room and examination hall/Multipurpose hall for teaching learning**
- **College has library with more than thirteen thousand books and ten computer terminals with internet facility to explore e books, and e content through INFLIBNET etc.**
- **ICT laboratories with 103 computer terminals with internet facility and wi fi campus for teaching learning.**
- **Language- cum- career lab having 21 systems for developing communication and inter-personal skills of students.**
- **Every department of the institution is equipped with Staff cabin with ICT facility.**
- **Adequate fresh drinking water facility and well maintained male/female laboratories within campus have been made available.**
- **Computerized administrative office for student support**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/Infrastructure_and_Facilities.aspx

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor) and gym etc. The college organizes few sports competitions in the campus and a few events are held on nearby playground.

The College encourages sports activities by providing indoor and outdoor games facilities to the students. The indoor games include Chess, badminton, table tennis, carom, boxing etc. whereas outdoor games like Kabaddi, Kho-Kho , volleyball, Cricket etc. The college organizes Annual Sports Meet however, it was not held due toCovid-19. There is a Gym for the sports persons.

To conduct cultural activities in the college, there is a cultural committee. This committee organized many cultural programs during this year. Some interesting programs by the committee are debate, rangoli, painting, mehandi, quiz, model and poster-making, essay-writing, slogan-writing, sangeet and drama preparation etc.

The Dramatic Club of the college trains the students towards the nuances of acting and drama.

There is a separate room for Music activities. The main focus remains to train students in local folk songs, dances etc. There are various local traditional and other music-equipments in the college like Scale changer, harmonium, Tabla, Key-board, Dhol, Nagara, Karnaal, Sitaar, Narshinga, Casio, Gujhu, shahnai etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gckarsog.edu.in/

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

11

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/Infrastructure_and_Facilities.aspx
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20.55

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

4.2 - Library as a Learning Resource

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

The college Library is partially automated with Soul-2.0 version software and the process of complete automation is in pipeline.

The college library has 13731 books and itsubscribes to a number of daily newspapers in English and Hindi and periodicals regularly. The library has10 computer systems with connectivity of 50 Mbps

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.gckarsog.edu.in/Infrastructure_and_Facilities.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.059

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

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

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

158

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution provides IT facilities to all within the campus. It makes the students and faculty well equipped with modern techniques. It helps to enhance academic excellence. ICT facilities are given prime importance while utilizing Government grants. The college regularly updates computers and internet speed.

The library, ICT laboratories, faculty ICT resource centre, faculty cabins, laboratories are well connected with Wi-Fi/ internet connections.

- **Library is having reprographic facilities within the institute's campus.**
- **Language -cum-career lab having 21 systems for developing communication and inter-personal skills of students with latest software.**
- **College main office is automated with necessary software's for fee collection, student admission and support, finance and accounts etc.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/

4.3.2 - Number of Computers

103

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

55.29

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

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

Our college adopts a systematic procedure for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.

- **The department gives a list of equipment for repair, new purchases in each session whereas unserviceable or broken articles are periodically phased out by government laid**

- **write off procedure. Every Academic and support facility is analyzed every year by physical stock verification. The supporting staff sanitizes the infrastructures and also looks after the plants.**
- **The students are motivated to minimize the use of plastic to make plastic free campus. The volunteers of NSS, NCC and R&R organize many awareness programmes to keep college and nearby surroundings clean and green.**
- **The ICT infrastructure and other laboratories are maintained by supporting staff members. The library committee and In-charge of Library keeps the library well maintained.**

- **The sports Infrastructure and campus furniture are maintained time to time whereas the college building is maintained by building Fund Committee.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.gckarsog.edu.in/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

175

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to Institutional website	https://www.gckarsog.edu.in/
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

682

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

682

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

98

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

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

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

02

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as

one) during the year

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

01

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

In the college, various student committees/clubs are operational to showcase the student's representation and engagement in various administrative, co-curricular and extracurricular activities.

· The college has CSCA whose representatives are responsible for representing any issues related to academics/non-academics to concerned committee head or head of the Institution.

· Three units of the college NSS, NCC and R&R organize the task solving activities. Each student is assigned role to accomplish it.

· Students have strong representations in all cultural and sports committees. They help in organization and management of events. Major events include subject society functions, Annual Sports Competition and Annual cultural event.

· Students provide strong support in the administration and management of hostel affairs. The college has a girls' hostel where students gather and form its Mess Committee. A hostel warden has been assigned a duty to develop decision-making aspects related to students.

• **Student members are important components in placement activities. Student members are being involved for coordinating the activities during placement drives at campus.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

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

16

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

5.4 - Alumni Engagement

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

The college has formed Alumni Association in 2009-10 with the aim for the welfare of students and college. The Alumni meets every year in the campus and refresh their memories of the college. Many Alumni of the college are well-known in their respective fields like Politics, Education, Literature, Sports Agriculture, Business, Social work and public speaker. The Association contributes in following way:

* **Guest lectures on various subjects by experts are delivered on behalf of the Association.**
* **It helps to organize educational visits for the students.**

- **It also provides information about the job opportunities available in every field.**
- **It motivates the students for going higher studies.**
- **The Association supports the institution.**
- **The college provides an opportunity to the Alumni to interact and share their experience with students.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision of the college 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, 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.**

The college is the only Higher Education institution in this rural area and our strength is increasing year-on-year basis. Before the opening of this institution only few population of the area use to pursue higher education and almost all the Government

offices were having vacancy due to lack of local youth in Government jobs. The scenario has changed after opening of this institution. Now there are many youth who passed this institution and are now serving the local areas. This way we have changed the life of local youth. The academic calendar is such that brings discipline and character and to have overall development of students. The institution is working hard to provide modern infrastructure, best library and ICT facilities to its students.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/mission_vision.aspx
Upload any additional information	View File

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

The institution defines the decentralization in working through delegation of authority to implement the decisions and to promote a culture of participative management.

· Different committees are formed like College Governance (RUSA), Admission, IQAC, House Examination, Discipline, Library, Canteen, Hostel, CSCA advisory, Campus Beautification, Scholarship, Anti Ragging Committee, Career Counselling Cell, College website, Sports, Time-Table Committee, College Magazine committee, etc. are constituted at the beginning of each academic session for smooth working all round the year. Along with this, a few committees are formed for smooth functioning of club and societies events time to time. These committees are fully empowered to take necessary financial approval from the Principal and execute the plan chalked out by the IQAC. The College involves the faculty members (teaching and non-teaching) along with other stakeholders in various activities related to the development of the Institution.

· Apart from these other regular committees are also formed every year to look into the assigned work. Students are also involved under participative management as president of CSCA becomes a medium between administration and the students. This year, CSCA could not be formed owing to COVID-19.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- **In the beginning of the session, IQAC chalked out the Annual Plan along with Academic Calendar of the institution. It is implemented through various Committees under the guidance of IQAC. The strategic/ prospective plan is executed in phased manner.**
- **Online admission portal was made feasible in the beginning of the session for making admission process hassle-free.**
- **University approved curriculum is strictly followed and faculty members are encouraged to take up online short term courses, Orientation Programmes, Refreshers Courses etc. to enhance their skills. This year for the completion of the syllabus, we used online method i.e. "Great Learning" platform. The teachers also used all the virtual methods to keep the process of teaching learning on working mode.**
- **The Development Plan focuses on the current needs in terms of infrastructure in college campus. It was executed with the help of various Government agencies.**
- **Under the guidance of IQAC, faculty supported students to participate in online/ virtual events and they were also encouraged to provide selfless services to community as Corona warrior and to work in collaboration with local administration.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gckarsog.edu.in/IQAC.aspx
Upload any additional information	View File

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

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Being a Government Institution, the policies and rules are framed by the Government through Department of Higher Education. These rules and regulations are implemented within institution in words and spirit by the head of institution. The Education Secretary is the administrative head of the institution shouldering the responsibilities of administration, appointments and infrastructures etc. The policies and guidelines are followed in the institution by the regular communication between Principal and Director of Higher Education. The day-to-day administrative affairs of the College are managed by the Principal with the assistance of various committees consisting of teaching and non-teaching staff. The Principal is the academic head, ensuring the proper conduct of all the academic, research and extension activities. The Bursar assists the Principal in day-to-day financial matters, however financial audit is done by Auditor General Office. The college distributes powers among the different committees. The decentralization of authority enriches the effective and efficient functioning of the institution in all its spheres of planning, decision-making and implementation.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/Prospectus.aspx
Link to Organogram of the institution webpage	https://education.hp.gov.in/?q=organization-structure
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The institution effectively implements the welfare schemes for the teaching and Non-teaching faculties:

• The College is a Government college and all the Government facilities such as Medical reimbursement, Casual Leave, Earned Leave, Study leave, Maternity & Paternity Leave, and Medical Leaves. They are also given academic leaves to attend FDP such as Orientation and Refresher courses, short term courses, conference, symposium, workshops, seminars etc. for the career development. The staff is also given Gratuity, Pension, Commutation of Pension, Earned Leave encashment etc on retirement. The employee is also subscribed to GPF/NPS as per Government norms.

• There is provision of staff secretary which acts as a bridge between staff and Principal. He handles Staff Fund which is being used for the welfare of teachers.

• The college provides staff room, staff cabins, library facility and Wi-Fi facility to the teaching and non-teaching staff.

• The college has a Staff Grievance Redressal Cell to address the issues and grievances of the staff.

• The institution provides infrastructure facilities for conducting meeting of Staff Associations.

File Description	Documents
Paste link for additional information	http://117.239.1.98:82/HomeScreen/CollegeReport.aspx
Upload any additional information	**No File Uploaded**

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

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

0

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

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

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

01

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

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

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

There are two types of Performance based evaluation. It provides a feedback of the faculty member. It helps them in understanding the changing needs of students.

- **All teaching and non teaching staff is required to fill ACR form which include appraisal report based on the annual performance of the employee in academic, research and other extra-curricular activities. This ACR is then verified by the Principal and sent to the Directorate of the Higher Education. Based on this ACR the promotion and carrier advancement are provided to employee.**

Another system is feedback from students which is analyzed by the Evaluation Committee and feedback is communicated to the respective employee for further improvement in his/her profession

File Description	Documents
Paste link for additional information	https://education.hp.gov.in/?q=notice_board&tid=6
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

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

- **The institution also has an Internal Audit System in which all the bills and vouchers are routed through Bursar. A committee is also formed to do the needful things for the removal of audit Para which includes recovery from the concerned employee, getting ex-post-facto sanction from higher authorities etc**
- **The institution is a Government institution and, hence, all the expenditure is also audited by the Government bodies. All the Government funds which include salary and arrears, Pensions, medical reimbursement, TA bills are audited by AG Himachal Pradesh, Fees and funds, collection and expenditure is audited by the local audit department of Himachal Pradesh Government. The grants like RUSA, UGC, NSS and NCC are audited by the Charted Accountant.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	**No File Uploaded**

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

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

0

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

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

Institution maintains & follows a well-planned process for the mobilization of funds and the optimal utilization of resources.

- **The institution receives fees from students as per government norms which are major part of fund available with the institution. Apart from that institution approaches to the higher authorities from time to time to get additional grant for its major projects. Presently, institution has succeeded in getting a sanction of Rs. 3.17 crore for its new construction from Himachal Pradesh Government. The institution also receives grants from RUSA for its infrastructure developments.**
- **For the optimal utilization of funds, institution has a well-defined procedure like formation of Annual Plan which includes infrastructure maintenance and development for the better teaching-learning environment. This plan is presented before IQAC and the committees are formed for its execution. The committee takes the help of PWD for major projects while minor repairs and purchasing are done as per**

the procedure laid down in Himachal Pradesh Finance Rules.
The bills are then submitted which are verified by Bursar
and final payments are released. Finally, all bill vouchers
are audited by the local audit department of H P Government
and Accountant General Himachal Pradesh.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/
Upload any additional information	No File Uploaded

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

- In the beginning of new session, IQAC finalizes the Development plan for academic and infrastructure development in the institution which at the end of session is analyzed and new plans for next session are also finalized.

- The IQAC organizes short-term courses for the faculty, lectures of eminent educationists and resource persons from different fields for the career counseling of the students.

- The IQAC also plans different extension activities with the help of NCC, NSS and R&R to promote cultural, educational and social values among the students.

- The IQAC plans for the delivery of the curriculum designed by the affiliating university which is prepared and published in the prospectus. This includes mid- term tests, class tests, seminars, projects, quiz and viva.

- It also plans for the celebration of different days of national and international importance by organizing different competitions like debate, declamation, poster-making, slogan-writing, rangoli formation etc. for the overall development of the students.

- IQAC also arranges camps for different sports activities and ensure student participation in inter-college competitions. Annual Athletic Meet is also organized to identify the talent among students.

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/IQAC.aspx
Upload any additional information	**No File Uploaded**

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

- **The IQAC of the college makes a plan in the beginning of the session and various committees for its execution are formed.**
- **The Principal, who heads the IQAC, takes periodic meetings with these committees to monitor the work assigned to them.**
- **To examine the learning of the student's periodic class tests and mid -term tests are conducted and further teaching is planned accordingly.**

File Description	Documents
Paste link for additional information	https://www.gckarsog.edu.in/IQAC.aspx
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gckarsog.edu.in/Annual_reports.aspx
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution has a Gender Equity Cell and Women Cell which works in the direction of promotion of gender equity. All the rules and guidelines of Government to promote gender equity are strictly followed. There is an equal access to all resources of the college and separate facilities for girls like girls common room, separate toilets, girl's hostel are also there. There are separate units of rangers and NCC, 50% seats in NSS for girls, special quota for single girl child, and scholarships as per Government norms. All the units are headed by male and female staff equally. All inter-college sports are there for boys and girls equally.

The institution also has a mechanism to address different gender equity issues if any.

It is the outcome of such efforts that in these institution girls outnumber the boys.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

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

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

There are different types of wastes disposed in the college for which there is a proper system on functioning mode. All over the campus green and yellow dustbins are installed for collecting biodegradable and non-biodegradable waste. The waste which is recyclable is auctioned and money collected is deposited in college funds. The liquid waste and chemical waste is buried in the ground in a pit. The waste which can be destroyed by burning is placed in a pit and burned out on Sundays.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

D. Any 1 of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

B. Any 3 of the above

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

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

The College institutionalized inclusiveness by extending equitable access to the students from socially disadvantaged communities and women through the following means:

1. The college gives priority in admission to socially and economically weaker sections and girls as per the Government norms. In the institution, there is no discrimination on the basis of caste, religion and marginalized groups.
2. The impact of this inclusive policy is observable from the percentage of admission of students from Scheduled Caste Communities and Other Backward Communities (OBC).
3. Many students who belong to socially disadvantaged communities and also to economically poor background (IRDP) are given government scholarship.
4. The college has various Clubs and Societies laying emphasis on equality among the all students. In order to maintain cultural, religious and linguistic harmony, many local religious traditions and rituals are documented and presented in the cultural functions.
5. Cultural functions take place within the campus to widen cultural horizon and to appreciate different traditions.
6. Special facilities are created for the Divyangjan students. The college manages to provide facility of ramps and wheelchairs for these students.
7. Special restroom facilities have been provided in the college premises. During the examination, scribes are arranged for the needy.

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

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

The institution, apart from imparting professional academic education, inculcates a feeling of oneness among the student community through various practices and programs.

- The college has taken Green Initiative aiming at

- neutralizing the Greenhouse Gas emissions. The College ensures that the students participate very enthusiastically in all such activities.
- The College celebrated the Independence Day, Republic Day, Voter's Day 'Samvidhan Divas' and students have participated in Elocution and Quiz contest with all insights which in turn contributed to the ideal Constitutional values, Fundamental Duties and Rights of Indian Citizens.
- The units of the college NSS, NCC and R&R inculcate values among the students by arranging Blood donation camps, social services, Plantation drives and awareness campaigns on different fields.
- The students were engaged in programs like webinars, Conferences, Expert talks etc which have enriched the awareness about these aspects.
- Women' Day is celebrated to provide an outlet and equal respect for women.
- Institution has organized student centric activities to promote awareness about various aspects of Indian citizenship. The institution provides the opportunity for the first year students in conducting one day Induction program for inculcating among them rights, duties and responsibilities towards institution and society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gckarsog.edu.in/images/-41599686Annual%20Report%202020-21.pdf
Any other relevant information	https://www.gckarsog.edu.in/

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

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

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

Institution celebrates national and international commemorative days, events and festivals. National festivals plant seed of Nationalism and Patriotism among students of the college. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great national leaders.

- Apart from the academics, extracurricular activities are also given importance. For this, Annual Calendar for various activities isprepared for the session.
- The college organizes International Yoga Day, Hindi Divas, Flag Day, NCC Day, National Education Day, National Sports Day, Teachers' Day, Science Day, World Theatre Day, International Day of Non-Violence, World AIDS Day, Anti Tobacco Day, World Harmony Day, World Water Day, World Thinking Day; Red Cross Day etc. and are celebrated to foster nationalistic and democratic fervor among the students.
- The college provides opportunities to Students to take part in inter University Sports and Youth festival as per University schedule.
- Every year, declamation contest, debates, essay writings and various other activities are conducted by different Societies and Clubs of the college.
- In order to have gender equality, the college celebrates 8th March as Women Day.

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

7.2 - Best Practices

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

- **Due to the COVID, offline classes were closed by the Government and hence the college began to explore a few methods for effective implementation of curriculum and better performance of teaching among students. In this regard, a step was taken to train all teachers for online delivery of curriculum. MOU was signed with 'Great Learning', online platform, for online classes of the students. It helped all those students who were from far and wide areas to get education. It was effect of these efforts that all teachers become technology-friendly and three students stood in merit list of HP University.**

During this pandemic, the institution, with the help of students took initiative to aware the people about COVID protocol to be followed for safety measures, prepared and distributed masks, started online campaigns, gave volunteer services in hospitals, roads etc. The NSS volunteers of the college started a campaign 'Meri Pathshala' in which volunteers taught the children in their home

File Description	Documents
Best practices in the Institutional website	<u>https://www.gckarsog.edu.in/</u>
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

The institution is committed to have sustainable development of the local area. We have put a thrust on imparting higher education to girls and preserving environment.

This institution has adopted a policy of walk-in-admission to all students which has promoted a lot towards the girls' education. It is due to the efforts of the institution that from last few years girls outnumber the boys. We have also put thrust on environment conservation in which we collaborated with the Forest Department and adopted a forest in which we plant trees and take care of them for their proper growth. We also adopt a village every year in which our volunteers make the people aware about preservation of environment by taking cleanliness and plantation drives with the help of local people in that village

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

7.3.2 - Plan of action for the next academic year

- Looking at the increasing strength of the institution, some existing facilities like drinking water, toilets, indoor and outdoor sitting capacities, desks for classrooms etc. need to be upgraded.
- There is a great need of new classrooms and indoor sports facilities so that thematter of speeding up of work of additional accommodation may be taken with Himachal Pradesh Public Works Department (PWD).
- The matter of setting up of a new administrative block may be taken up with architectural wing of PWD so that existing rooms of office may be utilized as classrooms.
- To promote ICT and Online education, a video conference room may be developed and a few classrooms may be converted into smart-class-rooms.
- The work of putting glass and wooden shelves and almirah in labs and Library which was allotted to HPGIC Ltd. has not been started so the matter may be taken up with Manager for starting the work.
- New ADD- ON -COURSE which is allotted by the Himachal Government to this institution has not been started by HP Kaushal Vikas Nigam (KVN), hence for the welfare of the students KVN may be requested to start these free courses in the institution.

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