

# 2013-14

## The Annual Quality Assurance Report (AQAR) of the IQAC



**Government College Karsog**  
**District Mandi**  
**Himachal Pradesh-175011**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2013 to June 30, 2014)

### Part – A

#### I. Details of the Institution

1.1	Name of the Institution	GOVERNMENT COLLEGE KARSOG
1.2	Address Line 1	GOVERNMENT COLLEGE
	Address Line 2	KARSOG
	City/Town	MANDI
	State	HIMACHAL PRADESH
	Pin Code	175011
	Institution e-mail address	gckarsog-hp@nic.in
	Contact Nos.	+91 1907 222116
	Name of the Head of the Institution:	Ms. Kiran Lohia
	Tel. No. with STD Code:	+91 1907 222 116
	Mobile:	+91 9418070790
	Name of the IQAC Co-ordinator:	Dr. Deepak Sharma
	Mobile:	+91 9805262849
	IQAC e-mail address:	karsoggc@gmail.com
1.3	NAAC Track ID (For ex. MHCOGN 18879): ORCOGN12757	

OR

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

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

- 1.5 Website address:

www.gckarsog.edu.in

Web-link of the AQAR:

www.gckarsog.edu.in/AQAR.html

- 1.6 Accreditation Details

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

- 1.7 Date of Establishment of IQAC: DD/MM/YYYY

20/07/2010

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

SN	AQAR	Dated (DD/MM/YYYY)
i.	AQAR-2011-12	25/08/2017
ii.	AQAR-2012-13	25/08/2017

- 1.9 Institutional Status

University

State

☐

Central

☐

Deemed

☐

Private

☐

Affiliated College

Yes

☒

No

☐

Constituent College

Yes

☐

No

☒

Autonomous college of UGC

Yes

☐

No

☒

Regulatory Agency approved Institution  
(eg. AICTE, BCI, MCI, PCI, NCI)

Yes

☐

No

☒

Type of Institution

Co-education

☒

Men

☐

Women

☐

Urban

☐

Rural

☒

Tribal

☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ Deemed ☐  
 Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phy. Edu) ☐  
 TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐  
 Any Other (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

HIMACHAL PRADESH  
UNIVERSITY, SHIMLA – 5

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

Autonomy by State/Central Govt. / University ☐  
 University with Potential for Excellence ☐ UGC-CPE ☐  
 DST Star Scheme ☐ UGC-CE ☐  
 UGC-Special Assistance Programme ☐ DST-FIST ☐  
 UGC-Innovative PG programmes ☐ Any other (*Specify*) ☐  
 UGC-COP Programmes ☐

**2. IQAC Composition and Activities**

2.1 No. of Teachers   
 2.2 No. of Administrative/Technical staff   
 2.3 No. of students   
 2.4 No. of Management representatives   
 2.5 No. of Alumni   
 2.6 No. of any other stakeholder and community representatives   
 2.7 No. of Employers/ Industrialists   
 2.8 No. of other External Experts   
 2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders

No.	<input type="text" value="4"/>	Faculty	<input type="text" value="11"/>
Non-Teaching Staff	<input type="text" value="1"/>	Students	<input type="text" value="1"/>
Alumni	<input type="text" value="1"/>	Others	<input type="text" value="-"/>

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

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2.14 Significant Activities and contributions made by IQAC

- Formulation of plan of action and ensuring the execution of project
- Special emphasis on promotion of FOSS in campus
- Upgradation of library
- More avenues for students to engage in community services
- Sensitizing students to ecological and environmental issues
- Invited talks arranged

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

Plan of Action	Achievements
To Promote FOSS and ICT in college and enhance teaching and learning process	A computer lab of 20 terminals based on LINUX was established in the college. Few courses based on this lab were started with the help of spoken tutorials of IIT Mumbai. A classroom was converted into smart classroom by fitting different ICT equipment including podium, visualizer and projector.
To focus on extra cocurricular activities and win awards in inter-college competitions	Students got positions in inter-college youth festivals. Our teams got highly commended position in debate and commended position in Western Song Vocal, Classical Song and Mimicry.
To promote sports activity	College students won one silver medals in Himachal Pradesh University inter-college boxing championship and Kho-Kho team also won bronze medal.
To further promote the NCC/NSS/R&R activities	This year our five cadets of NCC got selected and they participated in national Republic Day parade held at New Delhi.

	21 students participated in various NCC state level camps and 29 in national level camps. 15 NCC cadets cleared 'CEE' Certificate Exam and 46 cleared 'BEE' Certificate Exam Student- volunteers of NSS/R&R also actively participated in extension activities. 12 Rover and Ranger volunteers participated in state level moot and won five prizes in different events. Four volunteers participated in State Republic Day Parade.
To promote participation of faculty in faculty development programmes and to promote research.	Five faculty members participated in conferences/seminars and they also presented their papers.
To strengthen Library and laboratory facility.	New books and equipment's of Rs. 0.5 lakh were purchased.

\* Attach the Academic Calendar of the year as Annexure.

- 2.16 Whether the AQAR was placed in statutory body Yes ☐ No ☒
- Management ☐ Syndicate ☐ Any other Body ☒

Provide the details of the action taken

Different proposals as above are discussed in the staff meetings and finalised. The committees formulated for this purpose do the needful to execute the same.
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## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

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

  

Interdisciplinary	03	---	---	---
Innovative	---	---	---	---

- 1.2 (i) Flexibility of the Curriculum: The Himachal Pradesh University adopted CBCS in UG classes. The college started its classes of CBCS for the first year students.

(ii) Pattern of programmes:

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

- 1.3 Feedback from stakeholders\* (on all aspects) Alumni ☒ Parents ☐ Employers ☒ Students ☒

Mode of feedback: Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

*\*Please provide an analysis of the feedback in the Annexure*

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

The syllabus of UG classes was modified completely and annual system was changed to semester system by the Himachal Pradesh University and CBCS was adopted.

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

N.A.

## Criterion – II

## 2. Teaching, Learning and Evaluation

- 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	18	2	--	--

- 2.2 No. of permanent faculty with Ph.D.

7
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- 2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
---	07	---	---	---	---	---	---	---	07

- 2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
---	---	06

- 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	---	---	---
Presented papers	01	05	02
Resource Persons	---	---	---

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

- 1) A new computer lab of 20 computers with LINUX operating system was set up.
- 2) To promote FOSS, the new ICT courses like basic IT skills, Scilab etc. were started using spoken tutorials with the help of IIT Mumbai.

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

115

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

Examination and evaluation reforms were initiated and executed by the affiliating university. The college has adopted the new evaluation system formulated by HP University under CBCS from the current academic session based on CCA.

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

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

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Class	College %	University %	Variation in %
B.A. I	73	48.4	+24.6
B.A.II	92	76.6	+15.4
B.A. III	99.5	80.35	+19.15
B. Com. I	73.5	53.23	+20.27
B.Com. II	88	78.12	+9.88
B.Com. III	100	96.08	+3.92
B.Sc. I	52.80	48.45	+4.35
B.Sc. II	89.20	77.23	+11.97
B.Sc. III	96.02	97.06	-1.04
M.A. English	100	NA	NA

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

Feedback from Teachers, Students and Parents.

2.13 Initiatives undertaken towards faculty development

Faculty are encouraged to participate in seminars, conferences and workshops and undertake research projects. Admissible leave, library and online resources are provided to them towards this end.

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	---
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	---
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	4
Summer / Winter Schools, Workshops, etc.	5
Others	Two Ph.D. degrees awarded

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	---	---	---
Technical/Support Staff	16	---	---	---

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. IQAC regularly informs and encourages the faculty members to apply for different conferences/symposiums and present paper. Faculty is provided with 14 days' special leave to attend the same.
2. The college authorities provide all necessary support including e-journals, library and for carrying out research work.

## 3.2 Details regarding major projects

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

## 3.3 Details regarding minor projects

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

## 3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	---	---
Non-Peer Review Journals	---	---	---
e-Journals	---	---	---
Conference proceedings	--	5	01

## 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. of SCOPUS 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

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

## 3.7 No. of books published

i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

## 3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges      Autonomy       CPE       DBT Star Scheme   
    INSPIRE       CE       Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations      International       National       Any Other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency       From Management of University/ College   
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Distt.	College
--	<b>NA</b>	NA	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

3.18 No. of faculty from the Institution who are Ph. D. Guides   
    and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events

University level  State level

National level  International level

3.22 No. of students Participated in NCC events

University level  State level

National level  International level

3.23 No. of Awards won in NSS:

University level  State level

National level  International level

3.24 No. of Awards won in NCC:

University level  State level

National level  International level

3.25 No. of Extension activities organized

University Forum  College Forum

NCC  NSS  Any Other

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

- Cleanliness drive in local Mamleshwar tample area
- Water sources cleaning drive in Bihad and Nayara
- Anti- polythene drive in Mumail area.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	7836.02 sq meters	Nil	-----	7836.02 sq meters
Class rooms	14	Nil	-----	14
Laboratories	07	Nil	-----	07
Seminar Halls	01	Nil	-----	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	01 Podium and 20 Computers	-----	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	9.85	Student Fund	--
Others	-----	-----	-----	-----

#### 4.2 Computerization of administration and library

The Principal's office and the administrative wing of the college is fully computerized. Steps are being initiated to further computerize the college library.

#### Library services:

#### 4.3

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2419	3,85,514	Nil	Nil	2419	3,85,514
Reference Books	7582	1826540	Nil	Nil	7582	1826540
e-Books	----	----	----	----	----	----
Journals	----	----	----	----	----	----
e-Journals	----	----	----	----	----	----
Digital Database	----	----	----	----	----	----
CD & Video	----	----	----	----	----	----
Others (specify)	----	----	----	----	----	----

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	27	12	Yes	04	02	04	03	02
Added	20	20	Yes	04	02	04	03	02
Total	47	32	Yes	04	02	04	03	02

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

No
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.48
ii) Campus Infrastructure and facilities	0.27
iii) Equipment	1.24
iv) Others	1.84
<b>Total:</b>	<b>3.83</b>

### Criterion – IV

## 5. Student Support and Progression

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

Student support facilities are a important endeavour undertaken by the IQAC. Student seminars were organized to make the students aware about the newly introduced Choice Based Credit System. The University took initiatives for online submission of examination forms and computerization of their examination results. The IQAC also took steps for familiarising the students with these initiatives and provided subsidised ICT facilities as well. Students are also provided adequate information about the various co-curricular and extra-curricular activities, scholarships and other welfare schemes available for them and are duly assisted in getting benefitted thereof.

#### 5.2 Efforts made by the institution for tracking the progression

The college maintains due records of the progress of students in different activities undertaken in the institution. The achievements of students are properly recognized and rewarded during the annual function of the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1564	58	--	--

(b) No. of students outside the state

(c) No. of international students

Men	No	%
	787	48.52

Women	No	%
	835	51.48

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1111	290	02	90	02	1495	1247	292	--	83		1622

Demand ratio

Dropout %

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

No mechanism is in place to provide coaching for competitive examination. However, due guidance is provided to the students by the faculty and adequate number of books for competitive examination are available in the college library.

No. of students' beneficiaries

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

Career counselling is integrated with class room teaching by the faculty members to orient the students about career opportunities in various subjects. Information about career avenues in different areas is provided to the students through notices/pamphlets which are displayed on the notice board.

No. of students benefitted

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	--

5.8 Details of gender sensitization programmes

5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount in Rs.
Financial support from institution	---	---
Financial support from government	199	595840
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives:

Fairs: State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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5.13 Major grievances of students (if any) redressed:

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## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

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

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

6.2 Does the Institution has a management Information System

There is no specific MIS in place but the academic and administrative data is stored in computerised form to evaluate, analyze and use for further work of the institution.

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

6.3.1 Curriculum Development

The curriculum is developed and implemented by the affiliating university and the college has little or no choice in this regard.

6.3.2 Teaching and Learning

Every department is encouraged to use latest ICT technology for improvement of Teaching– Learning Process. They are also encouraged to conduct seminars in the department regularly. The seminars are conducted in the IT lab and the Seminar Hall.

### 6.3.3 Examination and Evaluation

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

### 6.3.4 Research and Development

Nil

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is partially automated.
- Open access is provided to all staff members and students to the ICT resources available in the college to hone their IT skills
- New instruments/apparatus are constantly procured for different laboratories.
- The college has initiated the process of upgrading the classrooms

### 6.3.6 Human Resource Management

All staff members are governed by the service rules of the Govt. of H.P. Salaries and remuneration, medical leave and other facilities are provided to them as per the government norms.

### 6.3.7 Faculty and Staff recruitment

- The teaching faculty is recruited by the HPPSC and appointed by the Department of Higher Education, Government of Himachal Pradesh.
- Temporary teachers and support staff is engaged by the local PTA in the interest of the students as and when required.

### 6.3.8 Industry Interaction / Collaboration

No Industrial Interaction has been done.

### 6.3.9 Admission of Students

The affiliating University, Himachal Pradesh University introduced the new CBCS under RUSA initiatives from this session onwards, which is largely interdisciplinary in nature and includes communication skills, basic IT skills, creative thinking and EVS in its preview. The admission process is based on the merit and the number of seats in each subject/course has been fixed.

It takes into account the applicable norms and policies of reservation standards for students of weaker sections. There is provision of 15% reservation for SC and 7.5% for ST students. The reservation roster as adopted by HPU is strictly followed in making admissions under CBCS. A relaxation of 5% in the minimum cut off percentage is available to SC/ST/Disabled candidates and up to three years' relaxation in age in admission to the SC/ST candidates.

### 6.4 Welfare schemes for

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

### 6.5 Total corpus fund generated

Nil

### 6.6 Whether annual financial audit has been done

Yes

☐

No

☒

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

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

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

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

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

Not Applicable.

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

Not Applicable.

6.11 Activities and support from the Alumni Association

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6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher Association meeting is conducted where the parents are informed about the progress of their wards. The parents also give suggestions about the implementation of the curriculum and improving the general atmosphere in the college. The association also helps in generating the fund to improve the infrastructure and pay for the remuneration of temporary staff.

6.13 Development programmes for support staff

The support staff is provided the benefits of welfare schemes made available for them by the Govt. of HP.

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

The NSS Unit of the college conducts one-day camps and Seven-Days special camps to keep the campus neat and clean.

## **Criterion – VII**

### **7. Innovations and Best Practices**

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

The concept of Smart Classroom was introduced in the college to enhance and augment the ICT infrastructure in the college.  
Extension lectures on AIDS awareness, Environmental Conservation and disaster management were organized to sensitize staff and students about these crucial personal and social issues.

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

Please see 2.15 above

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

To create a student centric infrastructure in the college augmented with ICT resources to improve the quality of teaching-learning on a par with other institutions of higher learning in the state.

To integrate formal classroom teaching with awareness about cross-cutting issues like personal and social health, gender equity, environmental pollution and disaster management to make the students ready for the challenges of the contemporary world.

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

- 7.4 Contribution to environmental awareness / protection

Specially dedicated camps/drives by NSS, NCC, R&R and other clubs and societies were undertaken to promote environmental awareness/conservation.

- 7.5 Whether environmental audit was conducted?

Yes		No	✓
-----	--	----	---

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

A review of the institutional infrastructure vis-à-vis the suggestions of the NAAC Peer Team during their previous visit were undertaken. Feedback regarding the working of the institution from staff, students and parents was collected for further analysis.

## 8. Plans of institution for next year

- To construct additional classrooms for Department of English for smooth conduct of PG Classes
- To promote study environment in campus
- To focus on extra co- curricular activities for the students
- To promote participation of faculty in faculty development programmes and to promote research.
- To do renovations and provide safety grills to the classrooms of first and second floor

*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

## *Tentative College Calendar 2013-14*

- |   |   |
|---|---|
| 1. Orientation of the Staff Members:                        | June 10, 2013   |
| 2. College Admission:                                       | <b>June 11, 2013 to June 20, 2013 (Without late fee)</b><br><b>June 21, 2013 to June 30, 2013 (With late fee @ Rs. 10.00 per day)</b> |
| 3. Framing of Academic Calendar by Teaching Faculties:      | Second week of June   |
| 4. Commencement of classes with Principal's Address:        | July 01, 2013   |
| 5. Founder's Day:   | June 25, 2013   |
| 6. NSS/NCC/ Rovers and Rangers Enrolment:                   | Last week of June, 2013   |
| 7. Constitution of Executive Bodies of Clubs and Societies: | First week of July, 2013  |
| 8. PTA Meeting:   | July, 2013  |
| 9. Sangeet Kala Manch Function:                             | July 30, 2013   |
| 10. CSCA Elections:   | As per dates notified by HPU  |
| 11. Van Mahotsav:   | August, 2013  |
| 12. Sadbhavana Diwas:                                       | August 20, 2013   |
| 13. National Sports Day:                                    | August 29, 2013   |
| 14. Teacher's Day:  | September 5, 2013   |
| 15. Hindi Diwas:  | September 14, 2013  |
| 16. NSS Day Celebration:                                    | September 24, 2013  |
| 17. Samvardhan-Inter-Faculty Drama Competition:             | September 28, 2013  |
| 18. Supplementary Break:                                    | September, 2013   |
| 19. HPU Youth Festival/ Inter College Sports Championships: | As per HPU Cultural/Sports Calendar   |
| 20. Wildlife Week Celebration:                              | First week of October, 2013   |
| 21. CSCA Cultural Function (One Day):                       | Second week of October, 2013  |
| 22. NCC Day Celebration:                                    | November, 2013  |
| 23. Annual Athletic Meet:                                   | First week of November, 2013  |
| 24. Flag Day Celebration (Rangers and Rovers):              | November 07, 2013   |
| 25. House Examination:                                      | Third week of November, 2013  |
| 26. Filling of University Examination Forms:                | Second week of December, 2013   |
| 27. World AIDS Day (Red Ribbon Club):                       | December, 2013  |
| 28. NSS Special Camp:                                       | Last week of December, 2013   |
| 29. Career Fair:  | Third week of December, 2013  |
| 30. Winter Break:   | January 01, 2013 to January 25, 2013  |
| 31. National Science Day (Wonder Science Club):             | February, 2013  |
| 32. Annual Prize Distribution Function:                     | February, 2013  |
| 33. University Practical's/Examination:                     | March 01, 2013 to March 15, 2013  |
| 35. Summer Break:   | May 11, 2013 to June 09, 2013   |