



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

|   |  |                                  |
|---|--|----------------------------------|
| <b>1. Name of the Institution</b>             |  | GOVERNMENT DEGREE COLLEGE BANJAR |
| Name of the head of the Institution           |  | Dr. Mandeep Sharma               |
| Designation                                   |  | Principal                        |
| Does the Institution function from own campus |  | Yes                              |
| Phone no/Alternate Phone no.                  |  | 01903221602                      |
| Mobile no.                                    |  | 9418680222                       |
| Registered Email                              |  | gcbanjar-hp@nic.in               |
| Alternate Email                               |  | dhanwanti735@gmail.com           |
| Address                                       |  | Tehsil Banjar                    |
| City/Town                                     |  | Banjar                           |
| State/UT                                      |  | Himachal pradesh                 |
| Pincode                                       |  | 175123                           |
| <b>2. Institutional Status</b>                |  |                                  |

|  |                        |
|--|------------------------|
| Affiliated / Constituent               | Affiliated             |
| Type of Institution                    | Co-education           |
| Location                               | Rural                  |
| Financial Status                       | state                  |
| Name of the IQAC co-ordinator/Director | Dr. Binta Thakur       |
| Phone no/Alternate Phone no.           | 01903221602            |
| Mobile no.                             | 9418466451             |
| Registered Email                       | gcbanjar-hp@nic.in     |
| Alternate Email                        | dhanwanti735@gmail.com |

### 3. Website Address

|  |   |
|--|---|
| Web-link of the AQAR: (Previous Academic Year)                           | <a href="http://gdcbanjar.in/index.php/aqar/">http://gdcbanjar.in/index.php/aqar/</a>           |
| <b>4. Whether Academic Calendar prepared during the year</b>             | Yes   |
| if yes,whether it is uploaded in the institutional website:<br>Weblink : | <a href="http://gdcbanjar.in/index.php/admission/">http://gdcbanjar.in/index.php/admission/</a> |

### 5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity    |             |
|-------|-------|------|-----------------------|-------------|-------------|
|       |       |      |                       | Period From | Period To   |
| 1     | B     | 2.26 | 2016                  | 05-Nov-2016 | 04-Nov-2021 |

|   |             |
|---|-------------|
| <b>6. Date of Establishment of IQAC</b> | 30-Sep-2012 |
|---|-------------|

### 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture         |                  |                                       |
|---|------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC                                     | Date & Duration  | Number of participants/ beneficiaries |
| Maintaining the proper record of teachers' attendance in conferences, seminars or | 16-Jul-2019<br>1 | 7                                     |

|  |                  |      |
|--|------------------|------|
| Orientation Programmes, Refresher Courses, Workshops or any other Faculty Development Programme, their publications or any academic achievement  |                  |      |
| A workshop on the use of different methods of online teaching that was necessitated by Covid pandemic  | 07-Apr-2020<br>1 | 20   |
| Review of the compliance of the decisions taken during the previous session for enhancement of quality culture in the college and outlining plans and procedures for the current session | 16-Jul-2019<br>1 | 7    |
| Discussion and suggestions on New Education Policy   | 12-Jul-2019<br>1 | 30   |
| Compiling and arranging data of students for online classes due to the pandemic of Covid   | 06-Apr-2020<br>1 | 1050 |
| Orientation program for the new students to make them understand the CBCS, CCA and the working system in the college   | 08-Jul-2019<br>1 | 350  |
| <a href="#">View File</a>  |                  |      |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency      | Year of award with duration | Amount   |
|--------------------------------|--------|---------------------|-----------------------------|----------|
| Govt. Degree College Banjar    | RUSA   | MHRD Govt. of India | 2019<br>365                 | 10000000 |
| No Files Uploaded !!!          |        |                     |                             |          |

|  |                           |
|--|---------------------------|
| <b>9. Whether composition of IQAC as per latest NAAC guidelines:</b> | Yes                       |
| Upload latest notification of formation of IQAC                      | <a href="#">View File</a> |
| <b>10. Number of IQAC meetings held during the year :</b>            | 4                         |

|  |                       |
|--|-----------------------|
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website       | No                    |
| Upload the minutes of meeting and action taken report  | No Files Uploaded !!! |
| <b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b> | No                    |

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

• Perspective Plan for the session 2019 20 prepared and its implementation monitored. •The clubs and societies of the college including Rovers and Rangers, NCC and NSS units were motivated to pursue community centric programs so as to fulfilling social responsibilities. The impact was clearly visible at the time of Covid. The students voluntarily came forward to help the needy in the surrounding areas. • Career guidance and Counselling Cell was proposed to organize subject wise weekly programs for guiding the students about various prospects in their respective fields, different competitive and entrance exams. • Coaching was given by respective subject teachers to the aspirants. Extra classes were also taken to help the slow learners. • UGC CBCS implemented smoothly and academic assessment was done regularly.

[View File](#)

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action   | Achivements/Outcomes   |
|--|--|
| Due to the Covid pandemic, encouraging the use of online teaching learning system through, Google Classroom, Google Meet, uploading of online lectures, videos, text materials, assignments etc. by the faculty members. | Teachers as well as students acquainted themselves with the online teaching and learning system. |
| Formation of subject societies and clubs to engage the students in co-curricular and extension activities  | Activities organised as per plan and the students participated actively in the events.           |
| Preparation of college calendar for sports, cultural and extra curricular activities   | Calendar prepared and followed with minor changes.   |
| Smooth conduct of regular classes and mid term tests, time bound evaluation and uploading of CCA awards.   | Accomplished as per plan.  |
| Formation of PTA   | PTA was formed   |
| Up Gradation of laboratories and library.  | Requirements given by the departments and students were fulfilled.                               |

|   |   |
|---|---|
| Organizing a function of Old Students Association of the college  | The function was held and the old students were honoured. |
| Prepared the college development plan with active involvement of entire staff incorporating all important college activities, maintenance of existing facilities and creation of the new ones and made it widely available to various stakeholders. | Major plans were executed and accomplished.               |
| <a href="#">View File</a>   |   |

|  |     |
|--|-----|
| <b>14. Whether AQAR was placed before statutory body ?</b> | Yes |
|--|-----|

| Name of Statutory Body                                       | Meeting Date |
|--|--------------|
| AQAR for the session was approved by all the members of IQAC | 08-Aug-2019  |

|  |    |
|--|----|
| <b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b> | No |
|--|----|

|   |     |
|---|-----|
| <b>16. Whether institutional data submitted to AISHE:</b> | Yes |
|---|-----|

|                    |      |
|--------------------|------|
| Year of Submission | 2020 |
|--------------------|------|

|                    |             |
|--------------------|-------------|
| Date of Submission | 17-Jan-2020 |
|--------------------|-------------|

|  |     |
|--|-----|
| <b>17. Does the Institution have Management Information System ?</b> | Yes |
|--|-----|

|  |  |
|--|--|
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | Details about all the activities and programs in the college, notifications related to admissions, exams, results or any other information concerned with students is displayed on the college notice board regularly. Important information is updated on the college website also. |
|--|--|

**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution has designed well planned curriculum, which is properly documented and delivery is ensured in a time bound manner. The institution is affiliated to Himachal Pradesh University Shimla. The curriculum is devised by

the said university in consultation with college administration and senior faculty members. In the Board of Studies senior faculty members of the college help to devise and revise the curriculum at regular intervals. Planning and implementation of the curriculum is done most effectively by introducing students and stakeholders, first to the larger mission and the wider vision that defines the particular purpose which the college stands for and seeks to promote. The mission of the college is to fulfil what it has envisaged by providing quality education with the implementation of CBCS in 2013 which will enable students to become educated, responsible citizens and realize their status in the society. In the year 2016-17 RUSA (CBCS) of UGC has been adopted by the institution as per the direction of Higher Authorities of the Govt. of Himachal Pradesh and guidelines of the UGC. Inter disciplinary approach is adopted so as to enable students to have access to curricular and co curricular opportunities for enhancing academic acumen, employability and entrepreneurial skills. Ample choices are offered to the students by integrating CBCS and discipline specific, interdisciplinary electives in curricula to meet students' interests and aspirations. Workshops and seminars such as RUSA orientation workshops and admission guidance workshops are organized from time to time for the teachers and faculty members. The inputs for curriculum planning were taken in the college and conveyed to the higher authorities. The curriculum is implemented in letter and spirit. The college ensures that the UGC guidelines are implemented in letter and spirit. The teachers receive procedural and practical support from the college and university authorities in implementing the curriculum. An established and furnished library of the institution assures the availability of the books related to new syllabi to the students. Project reports, assignments and house examinations help in the continuous and comprehensive evaluation of the students. The documentary record of these activities is kept by the teachers and college. The institution offers comprehensive academic flexibility under UGC CBCS. There are number of courses such as Core Compulsory Courses, Elective Courses - Discipline Specific Courses, Discipline Specific Elective, Generic Elective, Ability Enhancement Courses and Skill Enhancement Courses offered to the students with adequate choices along with AECC and SEC, which enhance communicative ability as well as specific skills enabling the students to get widespread employment opportunities. Practicals, tutorials and field works etc. are also enabling the students to gain practical knowledge

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|-------------|-----------------|-----------------------|----------|--|-------------------|
| -           | 00              | Nil                   | 00       | 00                                       | 00                |

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course  | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil               | NIL                      | Nil                   |
| No file uploaded. |                          |                       |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| Nil                              | NIL                      | Nil   |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | Nil         | Nil            |

**1.3 – Curriculum Enrichment**

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses  | Date of Introduction | Number of Students Enrolled |
|--|----------------------|-----------------------------|
| One paper of Environmental Studies is compulsory to be by all students in the first year to get the graduation degree. | Nil                  | 309                         |

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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|---|
| Nil                     | NIL                      | Nil   |

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**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | No  |
| Alumni    | Yes |
| Parents   | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

| Feedback Obtained  |
|--|
| In order to improve the functioning of the college, feedbacks are regularly obtained through various ways and efforts are made to involve, so as to involve every aspect where they evaluate the functioning of the college in various parameters: administrative, academics and general. The suggestions are considered and incorporated. Conducting regular meetings of CSCA, Induction Programmes, Open General Houses, Tutorials, mentoring sessions etc. are organized to address students problems. Departments are instructed to look after the problems of students. College administration makes sure that students are involved and they render their contribution in running the college efficiently. Regular staff meetings are organized and the Principal interacts personally with each and every department to make sure their proper functioning and requirements. The Principal conducts meetings also from time to time. Feedback is also obtained from the Parent Teacher Association and Old Students Association of the college and it is ensured that their general house and executive body meetings are held on scheduled time, where important issues are discussed pertaining to the college and decisions are taken accordingly in the interest of the students and the institution. |

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

## 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BSc                   | Nil                      | 320                       | 146                            | 146               |
| BA                    | Nil                      | 2480                      | 767                            | 767               |
| BCom                  | Nil                      | 240                       | 104                            | 104               |
| No file uploaded.     |                          |                           |                                |                   |

## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2019 | 1017  | Nil   | 22  | Nil   | Nil  |

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 22                         | 22  | 4                                 | 2                                | 2                          | 4                               |
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| No file uploaded.          |   |                                   |                                  |                            |                                 |

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Our mentoring system aims at bridging the gap between the teachers and students. In the very first week of the new session the Principal addresses the new comers i.e. the students of first year. All the teaching and non-teaching staff is introduced to the students. This enables the students to approach their teachers freely for both educational and personal guidance. The students are familiarized with the system, rules and regulations, Do's and Don'ts in the campus, proper use of college facilities etc. Mentoring of students is conducted by the teachers constantly. Mentoring is based on following objectives: • Promoting the academic, moral, social and cultural development and physical fitness of students • Increasing teacher-student contact hours • Personal interaction with the students for discussing their problems. Online interactions should be maintained with the students in case of unavoidable circumstances or pandemic situations • Identifying and addressing the problems faced by slow learners • Encouraging advanced learners with additional resources • Contacting the parents/guardians of the students as and when required to inform them about the performance and academic irregularities • Decreasing the student drop-out rates • Building up confidence among students and preparing students for the competitive world • Encouraging students to participate in sports, cultural and extension related activities also providing necessary help and support as and when required. • Career counselling and providing professional guidance to students and providing them proper information and guidance.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 1017   | 22                          | 1 : 46                |

## 2.4 – Teacher Profile and Quality



## 2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 24                          | 22                      | 2                | Nil                                      | 8                        |

## 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award     | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|-------------|--|
| Nil               | NIL   | Nil         | NIL  |
| No file uploaded. |   |             |  |

## 2.5 – Evaluation Process and Reforms

## 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name    | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|-------------------|----------------|----------------|--|---|
| BCom              | Nil            | 6th Sem.       | 12/09/2020   | 15/10/2020  |
| BSc               | Nil            | 6th Sem.       | 10/09/2020   | 15/10/2020  |
| BA                | Nil            | 6th Sem.       | 05/09/2020   | 15/10/2020  |
| No file uploaded. |                |                |  |   |

## 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the college is affiliated to the Himachal Pradesh University, the evaluation norms set by the University are followed. The college revises the evaluation procedure in accordance with the University guidelines from time to time. The house exam committee is constituted in the college for the smooth conduct of internal examination. Students are given assignments / questions to familiarize them with the pattern of final examination. • Class tests, group discussions, seminars, quiz are conducted. The college follows the following guidelines for continuous evaluation of the students. -- For all courses without practical: (a) Marks for external examination - 70 (b) Marks for internal evaluation- 30 -- For all courses with practical: (a) Marks for external examination - 50 (b) Marks for internal evaluation- 30 (c) Marks for practical-20 -- Components of Internal Evaluation Component Marks: Attendance 5 Midterm Minor Exam 15 Class tests, assignments, presentations etc. 10 Total 30. At the college level, the following reforms have been initiated for the continuous internal evaluation:

- 1.The house exam committee is constituted in the college for the smooth conduct of internal examination.
2. Students are given assignments / questions to familiarise them with the pattern of final examination.
3. There is a complete transparency in internal assessment. At the beginning of semester, faculty members inform the students about the various components of internal assessment.
4. The academic calendar is prepared and internal assessment schedules are communicated to the students well in advance.

## 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college is affiliated to Himachal Pradesh University Shimla. Annual Examinations are conducted at the end of each year by the University. College

informs the students about the university notices and circulars related to the examinations from time to time through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. Date sheet is framed by the college for the mid term examinations as a component of internal assessment of the students as per the guidelines of HPU and same is displayed on various notice boards in advance.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://gdcbanjar.in/index.php/admission/departments>

2.6.2 – Pass percentage of students

| Programme Code    | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|-------------------|----------------|--------------------------|---|---|-----------------|
| Nill              | BSc            | Nill                     | 46  | 23  | 50              |
| Nill              | BCom           | Nill                     | 29  | 18  | 62              |
| Nill              | BA             | Nill                     | 261   | 120   | 46              |
| No file uploaded. |                |                          |   |   |                 |

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://gdcbanjar.in/index.php/admission/>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Nill                  | 00       | NIL                        | 0                      | 0                               |
| No file uploaded.     |          |                            |                        |                                 |

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---------------------------|-------------------|------|
| 00                        | NIL               |      |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| NIL                     | NIL             | NIL             | Nill          | NIL      |
| No file uploaded.       |                 |                 |               |          |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsered By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
|-------------------|------|--------------|----------------------|--------------------|----------------------|

|                   |     |     |     |     |     |
|-------------------|-----|-----|-----|-----|-----|
| NIL               | NIL | NIL | NIL | NIL | Nil |
| No file uploaded. |     |     |     |     |     |

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

|       |          |               |
|-------|----------|---------------|
| State | National | International |
| NIL   | NIL      | NIL           |

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

|                        |                         |
|------------------------|-------------------------|
| Name of the Department | Number of PhD's Awarded |
| NIL                    | Nil                     |

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type              | Department | Number of Publication | Average Impact Factor (if any) |
|-------------------|------------|-----------------------|--------------------------------|
| International     | Physics    | 1                     | 2.22                           |
| No file uploaded. |            |                       |                                |

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

|                   |                       |
|-------------------|-----------------------|
| Department        | Number of Publication |
| NIL               | Nil                   |
| No file uploaded. |                       |

#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper   | Name of Author  | Title of journal                  | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--|-----------------|-----------------------------------|---------------------|----------------|---|---|
| Experimental and theoretical shell ionization cross sections of relativistic heavy atoms using the shell wise local plasma approximation | Dr. Sunil Kumar | Radiation and Physical Chemistry, | 2020                | 5              | GDC Banjar  | 94  |
| No file uploaded.  |                 |                                   |                     |                |   |   |

#### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations | Institutional affiliation as |
|--------------------|----------------|------------------|---------------------|---------|---------------------|------------------------------|
|--------------------|----------------|------------------|---------------------|---------|---------------------|------------------------------|

|                   |     |     |      |     |                         |                              |
|-------------------|-----|-----|------|-----|-------------------------|------------------------------|
|                   |     |     |      |     | excluding self citation | mentioned in the publication |
| NIL               | NIL | NIL | 2019 | Nil | Nil                     | NIL                          |
| No file uploaded. |     |     |      |     |                         |                              |

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | Nil           | 8        | 5     | Nil   |
| No file uploaded.           |               |          |       |       |

### 3.4 – Extension Activities

#### 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities  | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|--|--|--|--|
| Uprooting the cannabis plants in the college campus and surrounding area | NSS and other students                       | 5  | 70   |
| Sensitization against drug addiction                                     | NSS and other students                       | 3  | 20   |
| Sensitization about personal hygiene among women                         | NSS and Rangers                              | 3  | 40   |
| Distribution of masks in the villages                                    | NSS and EBSB group                           | 4  | 40   |
| Awareness about COVID 19   | NSS and EBSB group                           | 4  | 50   |
| Cleanliness Drive every month  | NSS  | 4  | 50   |
| Plantation Drive in August 2019  | NSS, Rovers and Rangers                      | 10   | 60   |
| Seven Day Camp in Dec. 2019  | NSS  | 4  | 50   |
| No file uploaded.  |  |  |  |

#### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NIL                  | NIL               | NIL             | Nil                          |
| No file uploaded.    |                   |                 |                              |

#### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme                              | Organising unit/Agency/collaborating agency | Name of the activity  | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|--|--|
| Swachh Bharat Abhiyaan                          | NSS   | Swachhta Pakhwada August 01 to Aug.15, 2019                       | 20   | 500  |
| Fit India                                       | NCC   | Fit India activities on Oct. 02,2019                              | 2  | 30   |
| Run for Unity                                   | NSS, NCC, Rovers and Rangers                | Run for Unity Race On Oct. 31, 2019                               | 4  | 60   |
| Ending the /HIV / AIDS : Community by Community | Red Ribbon Club                             | HIV/AIDS Awareness Program on Dec. 01, 2019                       | 15   | 250  |
| Mission Coroaware                               | EBSB Club                                   | A chain of activities related to safety measures against COVID 19 | 4  | 60   |
| No file uploaded.                               |   |   |  |  |

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| NIL                | NIL         | NIL                         | 00       |
| No file uploaded.  |             |                             |          |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| NIL               | NIL                  | NIL   | Nil           | Nil         | NIL         |
| No file uploaded. |                      |   |               |             |             |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation      | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-------------------|--------------------|--------------------|---|
| NIL               | Nil                | NIL                | Nil   |
| No file uploaded. |                    |                    |   |

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

##### 4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 95   | 95   |

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities        | Existing or Newly Added |
|-------------------|-------------------------|
| Others            | Existing                |
| Laboratories      | Existing                |
| Campus Area       | Newly Added             |
| No file uploaded. |                         |

#### 4.2 – Library as a Learning Resource

##### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| NIL                       | Nil                                       | NIL     | 2021               |

##### 4.2.2 – Library Services

| Library Service Type | Existing |        | Newly Added |     | Total |        |
|----------------------|----------|--------|-------------|-----|-------|--------|
| Text Books           | 6080     | 324647 | Nil         | Nil | 6080  | 324647 |
| No file uploaded.    |          |        |             |     |       |        |

##### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| NIL                 | NIL                | NIL                                   | Nil                         |
| No file uploaded.   |                    |                                       |                             |

#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

| Type     | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|----------------------------------|--------|
| Existing | 24              | 1            | 1        | 0                | 1                | 1      | 3           | 0                                | 1      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                                | 0      |
| Total    | 24              | 1            | 1        | 0                | 1                | 1      | 3           | 0                                | 1      |

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

|              |
|--------------|
| 0 MBPS/ GBPS |
|--------------|

##### 4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and |
|--|---|
|--|---|

|     |                    |
|-----|--------------------|
|     | recording facility |
| NIL | Nil                |

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 7201508                                | 7201508  | 1885280                                | 1885280  |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Govt. college Banjar has a well-oiled system for the maintenance and proper utilization of its entire physical, academic and support facilities. These facilities include the use of equipment in various laboratories, use of library including e-resources (consisting of e-journals and e-newspaper and other study material), Information and Communication Technology (ICT) labs. Equipment in all other laboratories are purchased from vendors shortlisted by the Govt. and the orders are placed to the lowest rates. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment. Such clause is inserted in the work order of the equipment. Portion of the fund received under RUSA Scheme has been utilized for upgrading and repairing of the existing laboratories and other existing infrastructure. All classrooms, conference hall and administrative section are maintained under the supervision of the Building and Campus Beautification Committee in consultation with the Advisory Committee comprising the senior teachers of the college. Construction work is executed by the Public Works Development (PWD), Govt. of Himachal Pradesh, but minor renovation is done at the behest of the Principal of the college. The Advisory Committee of the college co-ordinates between the students and the academic, co-curricular, sports, and cultural activities in and outside college premises. The Sports Committee prepares the sports calendar in consultations with the Sports Council of HPU. Students participate in inter-college competitions thus making the best use of equipment and infrastructure. The college Library is the treasure of knowledge and wisdom which serves both the students and the teachers. The teachers submit the list of books of their respective courses in accordance with the prescribed curriculum and the teacher in-charge of the library places the order for the purchase of books. An annual stock verification is done to maintain transparency and keep an updated record of books.

#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

|                                      | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution   | NIL                      | 0                  | 0                |
| Financial Support from Other Sources |                          |                    |                  |
| a) National                          | Govt. Schemes            | 45                 | 250000           |

|                   |      |      |   |
|-------------------|------|------|---|
| b)International   | Nil0 | Nil1 | 0 |
| No file uploaded. |      |      |   |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|-------------------|
| NIL                                       | Nil1                  | Nil1                        | NIL               |
| No file uploaded.                         |                       |                             |                   |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year              | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|-------------------|--------------------|--|--|--|---------------------------|
| 2019              | Career Counseling  | 150  | 160  | 15   | 2                         |
| No file uploaded. |                    |  |  |  |                           |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 2                         | 2                              | 2   |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus                     |                                 |                           | Off campus                    |                                 |                           |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| 00                            | Nil1                            | Nil1                      | 00                            | Nil1                            | Nil1                      |
| No file uploaded.             |                                 |                           |                               |                                 |                           |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined    | Name of programme admitted to |
|------|--|--------------------------|---------------------------|-------------------------------|-------------------------------|
| 2020 | 2  | B.Sc                     | Botany                    | Central University Dharamsala | M.Sc. Environment Science     |
| 2020 | 1  | BA                       | Hindi                     | H.P. University               | L.L.B                         |
| 2020 | 2  | BA                       | Pol. Science              | Govt. College Kullu           | MA Pol. Science               |
| 2020 | 2  | BA                       | English                   | Govt.                         | MA English                    |



|      |   |        |         |                                      |                |
|------|---|--------|---------|--------------------------------------|----------------|
|      |   |        |         | College<br>Kullu                     |                |
| 2020 | 1 | BA     | English | H.P.<br>University<br>Shimla         | MA English     |
| 2020 | 3 | BA     | English | Govt.<br>College<br>Sanjauli         | MA English     |
| 2020 | 1 | B Sc   | Zoology | Central<br>University<br>Dharamsala  | MSc<br>Zoology |
| 2020 | 2 | B Sc   | Zoology | SVPCU<br>Mandi                       | MSc<br>Zoology |
| 2020 | 1 | B Sc   | Zoology | HP<br>University<br>Shimla           | MSc<br>Zoology |
| 2020 | 1 | B. Sc. | Zoology | Govt.<br>college<br>Ghumarwin,<br>HP | MSc<br>Zoology |

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items             | Number of students selected/ qualifying |
|-------------------|---|
| Any Other         | 2                                       |
| No file uploaded. |   |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                              | Level         | Number of Participants |
|---------------------------------------|---------------|------------------------|
| New Year Celebration                  | Intra college | 80                     |
| CSCA cultural function<br>SERAJOTSAVA | Intra college | 120                    |
| Sports Day                            | Intra college | 60                     |
| Athletic Meet                         | Intra college | 90                     |
| Matrabhasha Divas                     | Intra college | 25                     |
| Literary Society<br>Function          | Intra college | 20                     |
| No file uploaded.                     |               |                        |

### 5.3 – Student Participation and Activities

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

| Year              | Name of the award/medal | National/<br>Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|-------------------|-------------------------|---------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| Nil               | NIL                     | Nil                       | Nil                         | Nil                           | 00                | NIL                 |
| No file uploaded. |                         |                           |                             |                               |                   |                     |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The students participate in deciding the matters of the college. To uphold these democratic principles enshrined in Indian Constitution, the Himachal Pradesh University has made a provision for the formation of a student body in every Govt. College of Himachal Pradesh. Student Council of the college, CSCA, is a nominated body and always joins hands with faculty members and college administration to ensure overall development of the college. Like every college, Govt. College Banjar has a College Students' Central Association (CSCA). The CSCA, Govt. College Banjar, for the session 2019-20 was formed in August 2019 in accordance with the norms of HP University. The CSCA consists of 24 members covering the entire spectrum of students from different classes, disciplines and societies. The prime responsibility of this student body is to look after the interests of the students. The executive body comprising of the President, Vice-President, Secretary and Joint-Secretary is inducted in various academic and administrative bodies of the College for adequate student representation. The students have been given due representation in various. The various academic and administrative bodies which have student representation on them are as follows: • Admission Guidance and Counselling Committee • IQAC • Editorial Board of College Magazine • Anti Ragging Committee • Discipline committee • Women cell and various clubs and societies in the college. Regular meetings are held with CSCA members to discuss various issues and the decisions taken are effectively implemented. Besides the regular activities of the CSCA, it is actively involved in all other academic and co-curricular activities of the college, like organizing seminars and workshops events like the celebration of Independence Day and Republic Day, plantation and cleanliness drive etc. Students Council participates actively in organising different cultural, sports and academic activities of the college. Dates for academic activities like house examinations, SCA function and annual prize distribution function are decided in consultations with students' council. The cultural fest 'SERAJOTSAVA' is organised by the CSCA which gives them a platform to bring out the talent inherent in the students while giving the CSCA members a training in organisational skills.

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Govt. Degree College Banjar Old Students Association has been formed in 2018. The association has 60 registered members and it acts as a forum to establish a link with the old students of the college and for exchange of ideas and views on educational, cultural and social matters. The executive body of the association comprises of the Patron (the Principal of the college), President, Vice President, Secretary (nominated teacher member), Joint Secretary, the Treasurer (nominated), Auditor, Elected executive members (max. 3) and co-opted executive members (max. 3 nominated). Sh. Gange Ram is the President and Dr. Binta Thakur, Associate Professor in English, is the Secretary of this Association. The term of the existing governing body is for two years. But the executive members are eligible for re-election/ co-option or they can be allowed to continue for one more term as decided in general house. The members of executive body are invited to the major functions of the college.

5.4.2 – No. of enrolled Alumni:

90

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

#### 5.4.4 – Meetings/activities organized by Alumni Association :

A function cum get -together of the old students was celebrated on September 14, 2019. The local MLA Mr. Surender Shourie was the chief guest of the occasion. Two meetings of old students association were held in 2018-2019. During these meetings the plan was chalked out to celebrate the function. The occasion was marked by a vibrant cultural event of dance and music. Over 100 of our illustrious alumni from all walks of life graced the occasion. They relived and the memories of their college days. The Principal, Dr. Mandeep Sharma, highlighted the achievements of our ex-students and also informed the audience of the positive contributions they had made to the college. A number of old students were honoured with mementoes in the function.

### **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

#### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

**DECENTRALIZATION and PARTICIPATIVE MANAGEMENT :** The college has an inherent mechanism of decentralization by providing operational autonomy to various functionaries in the college. 1. Faculty Level: The Principal is the head of the college and mentors overall affairs of the college. The Principal in consultation with all the faculty members and nonteaching staff of the institute nominates members of different committees for planning and implementation of different curricular, co-curricular and other affairs of the college. All academic and operational policies are based on the unanimous decision of the stakeholders including the IQAC. All the Faculty members are given due representation in various committees and cells nominated by the Principal in consultation with the staff members. All the recommendations are made by the conveners in consultation with the members of the committee. The committees of the year 2019-20 were duly notified in the Handbook of Information i.e. College Prospectus. Following are the different committees constituted for the academic session 2019-20: • General Advisory Committee • CSCA Advisory Committee • RUSA(Finance/Academic) Co-ordination Committee • UGC Affairs Committee • Discipline Committee • Anti Ragging Committee • College Development Committee • Campus Development and Beautification Committee • Scholarship, Stipend and Fee Concession Committee • College Prospectus Committee • Career Guidance, Counselling and Placement Cell • Sports Committee • Cultural Affairs Committee • Library Committee • College Grievances Redressal Cell • Internal Quality Assurance Cell • Bus Pass Attestation Committee • Forms Attestation Committee • College Time-Table Committee • College Magazine Editorial Board • Sexual harassment and Grievance Redressal Committee • Canteen Committee • Rapid Action and Disaster Management Committee • Right to Information Committee College • College Website Maintenance Committee • Media Committee • Mobile Phone Control Committee. The composition of different committees is revised every year to ensure a uniform exposure of duties for academic and professional development of faculty members. In case of urgency and specific work, special committees are also constituted. Nonteaching staff are well represented in various committees and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions. 2. Students level: Students are encouraged and empowered to play important role in different activities of the college. The office bearers of the CSCA are also the members of IQAC. The decentralization is further reinforced by nominating or selecting students editors, Vice Presidents of subject societies, Captains of NSS and NCC etc. from amongst the students. . Participation of the students is ensured in framing all students related policies for transparent and effective governance.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type             | Details  |
|---------------------------|--|
| Human Resource Management | Being a Government of Himachal Pradesh department, the overall strength, appointments and transfers of the staff of the college is managed and maintained by the Government. There are about 31 teaching and non teaching staff members, and about one thousand students in the college. The human resource available is judiciously managed in the best interest of the college. Students are encouraged to participate in seminars, special lectures, field tours, quiz, debate etc. to increase their skill and experience. Faculty members are encouraged to participate in trainings, workshops and faculty development programmes. The Faculty members are given due representation in various committees to ensure a uniform exposure of duties for academic and professional development of faculty members. The college Advisory Committee and IQAC frame the plans and policies to enhance the quality standards of the college. |
| Admission of Students     | The college is affiliated to H.P. University, the admission is done according to the guidelines of the university. At the beginning of every academic session admission committees are formed to carry out the admission process. College prospectus with all details of all courses offered by the college, requirements, fee structure and rules and regulations, etc. is printed and made available well on time. The admission related information is notified in local newspapers and the college website. Aspiring students submit their applications forms and after careful scrutiny by teachers a merit list is prepared based on which, the students are admitted. Reservation roster is followed strictly as per HP Government and the affiliating university norms.  |
| Curriculum Development    | Since college is affiliated to H.P. University it adopts the curriculum framed by the University. Some of  |

faculty members being member of Board of Studies attend meetings, whenever held by the H.P. University. Principal and Faculty members interact with the university and provide their views related to curriculum development.

Teaching and Learning

- Upgradation of teaching-learning process is done regularly by the faculty. The faculty members are always willing to adopt new models and methods of teaching and learning especially extensive use of ICT.
- Teaching plans are prepared by every teacher according to the syllabus of the course they teach.
- Seminars, workshops, invited talks, special lectures, presentations, inter-disciplinary academic activities, tutorials, remedial classes and field trips are organized regularly for the understanding of the subject.
- Students are encouraged to use library, seminar room, IT lab and internet facilities.

Examination and Evaluation

The Comprehensive Continuous Assessment system implemented according to the guidelines of H.P. University, is designed in such a way that a student is continuously assessed based on his/her performance in class tests, seminars, field visits, mini projects, mid-term examination and attendance round the year. The college conducts the Mid-Term Examination for which a Mid-Term Examination Committee is constituted headed by the college Controller of Examination. The final/end-semester examination as well as evaluation is conducted by the university.

Library, ICT and Physical Infrastructure / Instrumentation

The faculty members as well as students of the institution are encouraged to make use of ICT based techniques of teaching and learning. The infrastructure has been further augmented by the judicious use of RUSA fund. Renovation and upgradation of laboratories has been done. New books and new furniture as per requirement of the faculty members and students have been purchased from the RUSA scheme. A reading room has been added in the library.

Research and Development

Many of the faculty members are actively involved in research that include publication, seminar presentation and research projects and

some are pursuing their Ph.D. research.. They are encouraged to participate in workshops, seminars and conferences.

### 6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area             | Details  |
|-------------------------------|--|
| Administration                | All the important information for the Stakeholders is made available on college website. Online meetings on different platforms like google meet are also conducted. Whats app groups of the staff have been made to disseminate the information.                    |
| Finance and Accounts          | Administration, Finance, and Accounts All Accounts work is done online through Govt. Portal HIM KOSH/ e Salary/ e filing of income tax. Online Banking System is practiced.  |
| Examination                   | Examination forms for term end university examination are filled online. CCA and practical examination marks are filled through HPU website. Individual Student Login IDs., Date sheet, admit cards and mark sheet/results of students are available on HPU website. |
| Student Admission and Support | Examination for term end university examinations are filled online. Important information is disseminated through the digital-notice board of the college.   |
| Planning and Development      | Any information regarding college development or planning is shared with the stake holders through SMS or Whats app.   |

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year              | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| 2019              | NIL             | NIL  | NIL  | Nil               |
| No file uploaded. |                 |  |  |                   |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for | Title of the administrative training programme organised for | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|---|--|-----------|---------|---|---|
|------|---|--|-----------|---------|---|---|

|                   |   |                      |            |            |     |     |
|-------------------|---|----------------------|------------|------------|-----|-----|
|                   | teaching staff                          | non-teaching staff   |            |            |     |     |
| 2020              | Effective use of ICT in online teaching | Nil                  | 13/07/2020 | 13/07/2020 | 21  | Nil |
| 2020              | Nil                                     | Use of ICT made easy | 06/07/2020 | 06/07/2020 | Nil | 5   |
| No file uploaded. |   |                      |            |            |     |     |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date  | To date    | Duration |
|---|---------------------------------|------------|------------|----------|
| Orientation Programme                           | 1                               | 15/07/2019 | 27/07/2019 | 13       |
| Workshop  | 1                               | 14/12/2019 | 14/12/2019 | 1        |
| Workshop  | 1                               | 08/11/2019 | 08/11/2019 | 1        |
| Orientation Programme                           | 1                               | 27/05/2019 | 15/06/2019 | 20       |
| Orientation Programme                           | 1                               | 25/02/2019 | 23/03/2019 | 27       |
| Induction Programme                             | 2                               | 22/07/2019 | 03/08/2019 | 13       |
| No file uploaded.                               |                                 |            |            |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| Nil       | Nil       | Nil          | Nil       |

6.3.5 – Welfare schemes for

| Teaching  | Non-teaching   | Students   |
|---|--|--|
| Schemes as per H.P. Government norms such as loans, medical reimbursement, Group Insurance Scheme, gratuity, LTC, study leave etc. are implemented. | Schemes as per H.P. Government norms such as loans, medical reimbursement, Group Insurance Scheme, gratuity, LTC etc. are implemented. | Scholarships of various categories and fee waiver for merit holders, economically backward classes/girl students/physically handicapped are given by the state govt. to eligible students. |

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution is a government institution. Financial audit is conducted by Accountants General (AG), Govt. of Himachal Pradesh. Internal Audit of the



college is done by the bursar of the college who gives the permission for all expenditure and verifies the records.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose  |
|--|-------------------------------|--|
| PTA  | 157955                        | For purchasing furniture for library and renovation of college gate. |
| No file uploaded.  |                               |  |

6.4.3 – Total corpus fund generated

00

## 6.5 – Internal Quality Assurance System

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

| Audit Type     | External |                                 | Internal |   |
|----------------|----------|---------------------------------|----------|---|
|                | Yes/No   | Agency                          | Yes/No   | Authority   |
| Academic       | Yes      | H.P. University                 | Yes      | The Principal and COE, IQAC                         |
| Administrative | Yes      | Directorate of Higher Education | No       | The Principal and Convenors of different committees |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Interactions of teachers with parents during parent-teacher meetings of different departments come up with new suggestions related to the overall development of the students. Representation of PTA has also been given in the IQAC. 2. PTA fund is utilized for salary to part time employees like sweeper, gardener, peon etc. and also for the developmental works in the college with due consent of PTA executive body. 3. Teachers maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents.

6.5.3 – Development programmes for support staff (at least three)

1. Notifications regarding promotions and other welfare schemes released by the Government from time to time are brought to their notice. 2. Induction training for Lab and office staff by govt. agencies. 3. Awareness generation programmes about health, environment and cleanliness are also undertaken for the support staff. 4. They are encouraged to use ICT as far as possible.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Formation and registration of Old Students Association of the college. 2. Organised the first get-together of the college alumni and honoured the achievers. 3. Upgradation of labs and library. 4 Frequent Guest Lectures are arranged regularly to enlighten the students on various spheres like cybercrime, drug abuse, physical and mental health, human trafficking and electoral literacy etc. 5. Active participation of students in community outreach programmes.



## 6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF               | No  |
| c) ISO certification                   | No  |
| d) NBA or any other quality audit      | No  |

## 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC   | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2019 | As the students come from very far off places, arrangement of govt. buses facility from different areas for college was made by approaching the transport dept.                  | 01/07/2019              | 01/07/2019    | 20/03/2020  | 7                      |
| 2019 | General health check up of girl students was done with the help of the staff from the local hospital   | 23/08/2019              | 23/08/2019    | 23/08/2019  | 400                    |
| 2019 | Weekly career guidance and motivational sessions organized by Career Guidance and Counselling Cell. The Principal himself participated actively in the sessions by inspiring and | 01/07/2019              | 06/07/2019    | 22/02/2020  | 500                    |

|                   |  |            |            |            |     |
|-------------------|--|------------|------------|------------|-----|
|                   | motivating the students.   |            |            |            |     |
| 2020              | Awareness about COVID-19 -- Safety measures to be followed                           | 16/03/2020 | 16/03/2020 | 16/03/2020 | 300 |
| 2020              | Stock verification of all the labs, sports items, music department and general store | 02/03/2020 | 03/03/2020 | 07/03/2020 | 22  |
| No file uploaded. |  |            |            |            |     |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme                        | Period from | Period To  | Number of Participants |      |
|---|-------------|------------|------------------------|------|
|   |             |            | Female                 | Male |
| Class to class interactive awareness sessions | 15/07/2019  | 15/02/2020 | 603                    | 414  |
| Women Day Celebration                         | 09/03/2020  | 09/03/2020 | 250                    | 150  |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

|  |
|--|
| Percentage of power requirement of the University met by the renewable energy sources  |
| <p>“Save energy” initiative is taken by the students’ bodies to make students aware by making them switch off lights and fans before leaving the classroom. Energy audit of the college was conducted by the students of B.Sc. in order to understand power consumption of the college. Eco club and Energy club conduct programs to create awareness about saving energy. The college has already started the process of installation of solar panels to meet the power requirement of the college.</p> |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities     | Yes/No | Number of beneficiaries |
|---------------------|--------|-------------------------|
| Physical facilities | Yes    | 1                       |
| Provision for lift  | No     | Nil                     |
| Ramp/Rails          | Yes    | 1                       |
| Rest Rooms          | Yes    | Nil                     |

7.1.4 – Inclusion and Situatedness

| Year              | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative                               | Issues addressed | Number of participating students and staff |
|-------------------|--|--|------------|----------|--|------------------|--|
| 2020              | 3  | 3  | 01/05/2020 | 3        | Awareness about safety measures against Covid 19 | Covid 19         | 15   |
| 2020              | 1  | 1  | 26/04/2020 | 4        | Distribution of masks to the villagers           | Covid 19         | 10   |
| 2020              | 1  | 1  | 15/04/2020 | 3        | Awareness about SOPs to fight Covid 19           | Covid 19         | 20   |
| 2020              | 1  | 1  | 27/04/2020 | 1        | Usefulness of waste products                     | Waste management | 15   |
| No file uploaded. |  |  |            |          |  |                  |  |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title                                  | Date of publication | Follow up(max 100 words)   |
|--|---------------------|--|
| Prospectus cum Handbook of Information | 31/05/2019          | The College Prospectus cum Handbook of Information of the college comprises of the general rules and quality mechanisms to be followed by the students. At the beginning of the academic year an Orientation Programme is held for the First year students to acquaint them with the rules in the Handbook. Along with the IQAC the college has the following committees : Anti Ragging Committee, Mobile Phone Control Committee to implement the quality mechanisms mentioned in the Handbook. |

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                       | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| International Yoga Day                         | 21/06/2019    | 21/06/2019  | 80                     |
| Plantation Drive                               | 05/08/2019    | 06/08/2019  | 60                     |
| Disaster Management and Fire Safety Mock Drill | 22/10/2019    | 22/10/2019  | 30                     |
| SVEEP Program                                  | 09/09/2019    | 09/09/2019  | 250                    |
| Hindi Divas Celebration                        | 14/09/2019    | 14/09/2019  | 350                    |
| Teachers Day Celebration                       | 05/09/2019    | 05/09/2019  | 350                    |
| Awareness Lecture on Saving Power              | 03/12/2019    | 03/12/2019  | 250                    |
| Constitution Day Celebration                   | 26/11/2019    | 26/11/2019  | 150                    |
| No file uploaded.                              |               |             |                        |

### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Campus beautification committee has been formed for the identification and preservation of the natural resources present in the college campus.
- Tree plantation programmes are organized by the students of Botany department, Rovers and Rangers, NSS and NCC Units.
- The campus has been declared "plastic free" zone
- Botanical Garden is maintained by Department of Botany
- A place is marked for the disposal of biodegradable waste generated from Zoology, Botany and Chemistry laboratories
- Health hazards caused by tobacco smoking are repeatedly highlighted especially by the NSS unit through awareness campaigns in the college campus.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**Best Practice 1: Title of the practice: Career Guidance and Counselling Classes for Students**  
**Objectives of the practice:** The students of today face a life of pressure, stress and cut-throat competition. Many of them feel alienated from their parents and fellow beings, as they are under the constant strain of having to achieve, perform and get ahead of their peer group. The objective of conducting career guidance and counselling sessions every week in the college is to guide the students regarding various job opportunities and scopes for their future, an outlet to discuss problems and other issues with the appointed staff-mentors. The context that required the initiation of the practice: The idea behind this practice is to provide students with an empathetic space for release of their anxieties as well as to feel that they have a proper platform for discussing their future plans and prospects. The Practice: Career guidance and Counselling Cell organises subject wise weekly programs for guiding the students about various prospects in their respective fields. All the faculty members, including the Principal, participate actively in these sessions. They address the sessions according to the time table assigned to them. Experts and resource persons are also invited from time to time. All the teachers share information regarding dates and details of forthcoming competitive exams, entrance tests and career oriented programmes with the Career Guidance and Counselling Cell as well as with students during the sessions. Important

information is displayed on the notice board also. The teachers also try to solve students problems individually, if needed. Study material is also provided to the students and useful links are shared with them. Evidence of Success: The students look forward to their weekly career guidance and counselling sessions enthusiastically. Their enthusiasm is evident in the lively discussions that take place with the resource persons and college faculty. The number of students attending these classes is continuously increasing. Some of the students seek out their teachers individually for personal advice also. Problems and Resources Required: Due to lack of space in the college, it is inconvenient to organise the career guidance and counselling sessions smoothly. At present the conference hall is being used for the purpose but many times it is occupied due to other activities in the college. The sessions would be more effective if each there are smart classrooms through which motivating talks and documentaries etc. could be shown. Students would be more pro-active in their participation if such resources were made available.

**Best Practice 2 Title of the practice: To Inculcate Environmental Consciousness among Students Objectives of the practice:**

- To inculcate eco-sensitivity among students
- To enhance knowledge and skills required to protect environment
- To provide the students an opportunity to get involved actively in environment protection and nurturing
- To improve the conservation of biodiversity through scientific approach

The context that required the initiation of the practice: The college is located in the lap of nature. Majority of the students belong to the rural background and, therefore, are a part of an agrarian society. They need to be more concerned and responsible for the environment which they will bequeath to the next generation. Aware and empowered young people will be enabled to engage in new forms of action that will generate effective responses to the ecological challenges. The college, in line with its vision, has attempted to inspire and build up a set of eco-sensitive environmental leaders.

The practice: The college takes pride in organizing round the year programs which include participation by the students as well as the faculty. Around thirty students in every session are ignited to take a leadership role in environment promotional activities. Students through the NSS and Rovers Rangers regularly meet on campus to make campus clean and green. In the canteen single use plastic disposable cups and plates have been replaced with paper cups and plates. The College has placed waste collection bins at several places in accordance with Swachh Bharat initiatives by the Government of India. Consistent efforts have been made to reduce paper waste. The college organizes plantation drives at regular intervals and takes care of the surviving plants. A variety of trees like Deodar, Walnut, Oak, Taxus, and Prunus species have been planted in the college campus. Different types of beautiful flowers have been grown right from college gate to the college ground. A lady has been employed as a gardener especially for taking care of the plants. Evidence of success: The students are aware about keeping their class rooms, campus area and surroundings clean. A general culture has been developed in the college to use dustbins and to put mobiles phones on silent mode. Nearly sixty percent of the trees planted over last four years have survived. The plants are distributed among the college students to develop a sense of responsibility towards the environment. The surviving plants have grown at a healthy rate. The students take a keen interest in these activities and have successfully planted trees around their homes and villages. They are filled with enthusiasm to bring changes in their life style and show a willingness to do more for environment.

Problems Encountered and Resources Required: As there is no provision of proper irrigation and there is scarcity of water in this area, the plants are under the constant threat of drought that causes maximum damage to the trees and the survival rate of plants is declined. As trees need a lot of care, and protection in their infancy, their survival and growth is not an easy task in the inclement weather. The institution is attempting in each possible way to overcome these problems. It requires financial help to deal with the hurdles

imposed by inclement weather conditions. A full time gardener and proper water storage and irrigation system will solve the problem to a great extent.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

It is the primary aim of our college not to merely shape and polish the academic skills of the students but to provide education coupled with co-curricular activities in a way that leads to their holistic development. It aims at training the young, inexperienced students to face the outside world with right attitude and values. It includes character development, personality development, citizenship development and spiritual development. Such value education helps them to know what is right and wrong, and what is important in life. It also aims at developing an enduring relationship with family and friends. Such education these days is very useful indeed, especially in times of crisis. The teachers devote a considerable time in their classrooms to impart knowledge about these life skills to the students. The Principal of the college also encourages the students to participate actively in such interactions. The subjects discussed range from generation gap, family and peer pressure, academic difficulties, relationship issues, career options, social evils such as drug abuse and alcoholism, the impact of social media, crimes against women, techniques of stress management and physical and mental fitness. Girls can play a more far-reaching role in the society keeping in view their natural gifts of sensitivity, compassion and empathy. Teachers along with the student volunteers communicate with the parents to educate them against early marriages of the girls, which is prevalent in this area, and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girl students in the college. We are proud to declare that more than sixty percent students of this college are female students. The female teachers interact with the girl students and discuss the women related topics with them.

Provide the weblink of the institution

<http://gdcbanjar.in/>

### 8.Future Plans of Actions for Next Academic Year

- Orienting teachers for the best use of ICT for teaching and learning.
- Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies.
- Smart Class Rooms: there is proposal to convert some of the class rooms into smart class rooms with smart boards.
- Provision of digital podiums.
- Developing the online system for admission and fee collection.
- Online feedback system is planned to be introduced from the academic session 2020-2021, the results of which will be analyzed by the IQAC.
- The college also aims to sincerely address the issues highlighted in the feedback reports
- Strengthen students' support activities, particularly the career counselling, soft skills development and undertake more outreach programmes.
- Increasing the number of environment friendly initiatives by Rovers and Rangers, NSS and NCC units, and ensuring participation of maximum students in such initiatives.
- Promoting activities such as Yoga, physical exercise, meditation etc. related to development of mental and physical fitness of students, faculty and staff.
- To ensure the active participation of the stakeholders, especially the Old Students Association and PTA in the development of the college.
- Renovate the existing infrastructure for better management of

academic and office related works. • Keeping in view the strength of girl students in the college and geographical hazards of the area, a girls hostel will be a priority. • Installation of solar Photovoltaic panels to save electricity and switch over to green energy.