

### Action Plan (2024-25)

1. The prospectus containing all the information regarding admission, course & fee structure, academic calendar will be uploaded on the college website.
2. The orientation session for the online admissions system will be conducted to all the faculty members to acquaint them with the admission process.
3. The admission process will be conducted online and regular teaching will commence as per the schedule notified by directorate of higher education.
4. The class-wise and faculty-wise time table will be made available in time and remedial classes will be planned as per the schedule provided by the Directorate of Higher Education, Shimla (DHE).
5. A general induction session for all freshly admitted students will be conducted on 22<sup>nd</sup> July, 2024 as per the direction of DHE, Shimla to familiarize them with CBCS and the various facilities available in the college.

#### Further, following activities will be done in the academics session 2024-25

- a. **Academic related:**
  1. Annual activity calendar will be prepared as per the directions of Director of Higher Education, and will be uploaded on the website.
  2. The department profile according to NAAC guidelines (with all the sessions w.e.f 2017 onward) will be prepared.
  3. Records of attendance, internal assessment, students progression, students achievements will be maintained by each department
  4. Faculty members will be encouraged to use blended mode of teaching in class rooms.
  5. The academic audit will be conducted in the academic session 2024-25
  6. The Controller of Examination of the college will ensure the maintenance of record pertaining the examination.
- b. **For Infrastructure Related:**
  1. The PWD department of Banjar will be requested to prepare the estimate for *administrative block* as well for the adjoining *boundary wall* of adjoining college land. The will also be requested to complete the already approved works of the college.
  2. The physical education department will be requested to initiate the process of preparing of estimate for volleyball and basketball court.
  3. The action will be prepared to expedite the process of Girl's hostel case.
  4. Installation of aqua-guard on all the floors.
  5. The installation and re-filling of fire-extinguishers in each floor at appropriate places.
  6. The estimate will be prepared for the disaster related damage in the college campus.
- c. **For NAAC re-accréditation:** The NAAC committee will expedite the work of preparation of various NAAC reports (SSR).
- d. **Career Guidance, Counseling and placement cell:**

The Career Guidance, Counseling and placement cell will ensure the organization of lectures, workshops (general and specific) etc. signing of MoU's , industrial training, JOB Mela, focus on local potential for the employment, and introduction of **SWAYAM course**.

e. **Curricular and co-curricular activities:** All the clubs and societies, NCC, NSS, R&R will Organize various program on sensitive and awareness issues, extension and outreach program.

f. **Research Activities:**

1. Organizing workshop, conferences, and seminars for the students and teachers.
2. The faculty will be encouraged to attend conferences, teacher training programs and presentation of the papers. Further, the faculty members will be motivated to pursue Ph.D program.

g. **Library related:**

1. Addition of text and reference books
2. Installation of library related software.
3. Addition of furniture
4. Maintaining of register of students time hours etc.

h. **Office related:**

1. Maintenance of office record and proper filing and budget allocation circulars etc.
2. Updating of office management system for the next four year.

i. **Old student association (OSA)** activities will be conducted and proper media coverage will be given.

j. **Innovation and Best practices:** The innovative and best practices will be decided in next staff counsel meeting.

Prasad  
Coordinator IQAC

Signature, 2024

Principal  
Government Degree Coll.  
G.D. Banjar Distt Kullu (H.P.)

## Action Taken Report 2024-25

Plan	Action Taken
Prospectus	Prospectus containing all the information regarding admission criterion, course & fee structure and faculty profile prepared and uploaded on the college website well in time.
Admission, committees and Teaching	The admission committees were constituted and circulated in advance. All the admissions were conducted in online mode and regular teaching started as per the schedule notified by the directorate of higher education.
Time Table	Faculty wise time table was prepared by time table committee and made available to all the stakeholders. Also uploaded on the college website.
Orientation	The orientation session was conducted on 23 <sup>rd</sup> July, 2024 for newly admitted students to familiarize them with the CBCS and all the facilities available in the college.
Academic calendar	The academic calendar was prepared and uploaded on college website as well as on college notice board.
Departmental Profile	Updated and uploaded on the college website.
ICT Tools	Teachers were encouraged to use the blended mode of teaching and some of the teachers are successfully conducting blend mode of teaching.
Academic and administrative audit	Internal academic audit was conducted in the month of May 2025 and administrative audit is in process.
Examination (Internal/Mid Term)	Internal/Mid-term examination was conducted as per schedule.
Infrastructure	<ul style="list-style-type: none"> <li>• The fencing of boundary wall of adjoining college land has been completed.</li> <li>• Construction of Volleyball court is under progress.</li> <li>• Block paving of ground in front of college building is also in process.</li> </ul>
Career Counselling & placement cell activities	<ul style="list-style-type: none"> <li>• Career related counselling programs (13) were organized for the students of each subjects.</li> <li>• Two MoUs were signed.</li> <li>• Job Fair was also organized on 20<sup>th</sup> March, 2025.</li> <li>•</li> </ul>
Curricular & co-curricular activities	<ul style="list-style-type: none"> <li>• Vishav Yuva Kaushal Diwas</li> <li>• Kargil Vijay Diwas</li> <li>• Plantation Campaign</li> <li>• Blood Donation Camp</li> <li>• Hindi Diwas</li> <li>• World Aids Day</li> <li>• Road Safety Awareness Program</li> <li>• Sanskrit Day</li> <li>• Constitutional Day</li> </ul>

	<ul style="list-style-type: none"> <li>• World Human Rights Day</li> <li>• Cyber Safety Awareness Programs</li> <li>• Anti-Drug Campaign</li> <li>• Republic Day</li> <li>• Independence Day</li> <li>• Activities and programme by Literary Society</li> <li>• National Science Day Celebration</li> <li>• International Women Day</li> <li>• Activities by Bio-diversity Club</li> </ul>
Research activities	<ul style="list-style-type: none"> <li>• International Conference on "Identity, Culture, Development and Environment in the Himalayas: Challenges and Future Prospects" was organized on 13<sup>th</sup> - 14<sup>th</sup> August, 2024.</li> <li>• Many faculty members attended and presented research papers in national and international conferences.</li> <li>• Many faculty members attended FDP and refresher course.</li> </ul>
Holistic Development Programs	<ul style="list-style-type: none"> <li>• Various clubs and societies organized numerous programs relevant to holistic development.</li> </ul>
NAAC re-accreditation	Separate committee has been formed regarding the work on NAAC re-accreditation.
Remedial and mentoring session	Remedial and mentoring session were conducted as per the schedule and requirements of the students.
Cultural activities	<ul style="list-style-type: none"> <li>• Two teams participated in inter college cultural festival organized by HPU.</li> <li>• Annual college CSCA (Seraj Utsav) cultural function was organized on 12<sup>th</sup> March 2025.</li> </ul>
Sports activities	<ul style="list-style-type: none"> <li>• Intra college annual sports meet was held on 21<sup>st</sup> Feb., 2025.</li> <li>• 11 Teams of various events (men's &amp; women's) participated in inter college sports championship.</li> </ul>
Annual Prize Distribution function	<ul style="list-style-type: none"> <li>• Annual Prize Distribution function was held on 11<sup>th</sup> March, 2025.</li> </ul>

  
 Principal 18/06/2025  
 Principal  
 GC Barabajar  
 Distt. Kullu (H.P.)