YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**GOVERNMENT DEGREE COLLEGE BANJAR DISTT KULLU H.P**
• Name of the Head of the institution	**Neeraj Kapoor**
• Designation	**Principal (I/C)**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**01903221602**
• Mobile No:	**9418155015**
• Registered e-mail	**gcbanjar-hp@nic.in**
• Alternate e-mail	**dhanwanti735@gmail.com**
• Address	**Tehsil Banjar**
• City/Town	**Banjar**
• State/UT	**Himachal Pradesh**
• Pin Code	**175123**
2.Institutional status	

• Type of Institution	**Co-education**
• Location	**Rural**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**HPU SHIMLA**
• Name of the IQAC Coordinator	**Dr. Joginder Singh Thakur**
• Phone No.	**01903221602**
• Alternate phone No.	**9418074644**
• Mobile	**7018894944**
• IQAC e-mail address	**gcbanjar-hp@nic.in**
• Alternate e-mail address	**dhanwanti735@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**http://gdcbanjar.edu.in/iqac/reports**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**http://gdcbanjar.edu.in/pdf/AC20-21.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.26**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**30/09/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	**RUSA**	**MHRD**	**2020-21, One year**	**10000000**
Institution	**Utkrishth Mahavidyalaya**	**H.P Govt.**	**2020-21, One year**	**10000000**

Yojna	

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	**View File**
9.No. of IQAC meetings held during the year	**4**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**No**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

11.Significant contributions made by IQAC during the current year (maximum five bullets)
1. Fully automated online admission conducted and digitalization of library
2. Overall enhancement in the college infrastructure (includes the creation of language lab (in progress)), research room, modernization of the lab, campus beautification, and safety measures).
3. Wi-fi enabled campus, classrooms, and promotion of ICT based teaching-learning process.
4. Workshop on Yoga and extension activities related to the social responsibilities.
5. Feedback system is developed, analyzed and action is taken accordingly.
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes

Strengthening, upgradation and integration of ICT Infrastructure in academic and administrative area	Achieved
Enhancement of physical infrastructure and modernization of labs, sports infrastructure	Achieved
Digitalization of library, enhancement in sitting capacity, and increase in number of books,	Achieved, Enrollment for N-List IDs for faculty and students is under process
Organization of various competition to promote the creative talent of students	Achieved
Conduction of awareness programs, extension outreach activities and community services by various clubs and societies	Achieved
Various workshops and webinars were conducted for faculty and students	Achieved

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	29/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	29/12/2021

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	179

File Description	Documents
Data Template	View File

2.Student

2.1	971

Number of students during the year

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1520

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	199

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	21

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	24

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	27
4.2 Total expenditure excluding salary during the year (INR in lakhs)	242911
4.3 Total number of computers on campus for academic purposes	42

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college is affiliated with Himachal Pradesh University (HPU), Shimla, and follows the syllabus and curriculum (Annual Choice Based Credit System under RUSA) approved by the said university. The curriculum for the different subjects taught in the college is prepared by the respective departments of the HPU Shimla. In addition, senior faculty members of the respective subjects regularly attend department council meetings of HPU Shimla regarding curriculum preparation and revision. The curriculum after approval from the academic council is intimated by the university to the college through regular circulars and the university website. The academic calendar prepared in advance is made available to all the stakeholders. The timetable committee of the college prepares time table in accordance with the courses being taught in the college that distributes subject classes, tutorial classes, and practicals in a manner to ensure effective teaching. For transparency and efficiency subject and class-wise timetables are displayed on the college website and on the notice board. The curriculum is also available to all stakeholders in the college library and also provided to students by the respective subject teachers. The class teacher discusses all the objectives of the curriculum, course outcomes, and programs outcome with students at the beginning of the session as well as during the special mentoring session. The different teaching-learning methods like participative, experimental learning, ICT based learning apart from chalk and talks are adopted in curriculum delivery. The principal of the college conducts regular staff meetings and interacts with students to assess the coverage of the syllabus and difficulties faced by teachers and students during the session. Special attention is given to fulfilling the need of the slow and advanced learner. An established and equipped library of the institution ensures the availability of the books.

During the lockdown, the institution ensured that faculty members are available to the students through different digital platforms like, Google meets Gmail, Zoom app, and WhatsApp groups created by the faculty members for their respective classes. In addition to this, regular student-teacher interaction, assignment work, online workshops, quizzes, and other co-curricular activities were also ensured by the institution.

File Description	Documents
Upload relevant supporting document	**View File**

Link for Additional information	**http://gdcbanjar.edu.in/pdf/timetable_2020_21.pdf**

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

The academic calendar serves as an information tool for planning academic activities for students, faculty, and staff of the institution. It is prepared in advance of the commencement of the academic session and is displayed prominently on the college website, prospectus, and notice board to make it available for all the stakeholders. The calendar includes the dates and months of all the activities to be conducted during the session.

The college conducts all the activities as per the schedule given in the academic calendar. The admission and vacation schedule is notified by the directorate of higher education while the annual examination schedule, inter-college sports, and cultural calender aredecided and notified by the University. However, Continuous Internal Evaluation (CIE) is done as per the schedule prepared by the college and intimated to the student in advance. The house examination committee is constituted in the college and the Controller of Examination (CoE) ensures the smooth, transparent, and timely conduct of the examination as well as CIE. Since the college is affiliated with the HPU Shimla, the CIEis done as per university criteria and norms. The external and internal components have a weightage of 70:30. For all courses, the internal component comprises 30 marks which include (a) 10 marks for Assignments (b)5-Marks for attendance, (c) 5 marks for the class test (d) 10-marks for Mid-terms. Whereas, the evaluation of external components is done by the university, which constitutes 70-marks for the theory of Non-Practical subjects, and 50-Marks for theory, and 20-Marks for the practicals in the subject which includes practicals.

All the records about CIE are properly maintained by CoE.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	**http://gdcbanjar.edu.in/pdf/AC20-21.pdf**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG	**C. Any 2 of the above**

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	

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

1.2 - Academic Flexibility

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

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

19

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

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

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

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents

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

1.3 - Curriculum Enrichment

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

Education is the best platform to bring change to society. The curriculum contains courses designed to create awareness on cross-cutting issues like ethics, gender sensitization, environment, and sustainability. The course on environmental studies offered to all the students of the first year from all streams,enables a holistic understanding of the environment, development, favorable attitude, and habits to protect and preserve nature. Courses like the ability enhancement and skill enhancement in each of the programs are part of the curriculum and help in developing professionally acceptable standards of personal behavior. The tutorials in art, commerce, and practicals science also add value to the different courses. The women empowerment cell organizes a number of programs like women's rights and orientation on gender equity. A topic like human values, gender equality, constitution responsibilities, family and social values, social problems in the curriculum enables the students to understand values and reflect them in their attitude, behavior, and to contribute to society. The extension activities by NSS, NCC, Clubs, societies, and Sports which are a part of the curriculum also help in developing leadership skills, human values, and social responsibilities. At the beginning of the session, every class teacher conducts orientation to newly admitted students to ensure that students are aware of their responsibility toward the institution and community.

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

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

3

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	**View File**

Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**View File**

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

36

File Description	Documents
Any additional information	**View File**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**View File**

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**View File**
Any additional information(Upload)	**No File Uploaded**

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**http://gdcbanjar.edu.in/iqac/feedback**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4560

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

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

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

297

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

2.2 - Catering to Student Diversity

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

The teaching and learning process in the college also caters to the needs of advanced learners and slow learners to achieve their goals. The learning levels of the students are identified by conducting regular classes and oral tests. Their abilities are also assessed through mid-term examinations. The strengths, weaknesses as well ways for improvement are discussed with students, shared with their parents during parent-teacher meetings, and with the Principal. Individual attention is given to every student in all aspects of academic and social issues. For slow learners, remedial/extra classes are conducted, written practice, subject-related material and old university examination question papers areprovided and continuous counseling is done. They are also helped by their mentor/tutors to improve their academic performances. They are also motivated to participate in co-curricular and extra curriculum activities in the college. Advanced learners are encouraged to consult advanced textbooks, provide the question banks, and motivated to participate in national-level entrance examinations for various universities in their respective subjects. Peer teaching and learning are also encouraged which benefits both groups.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers

| 971 | 21 |

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college has well-equipped laboratories for science, geography, music, and physical education for practical exposure to the concepts taught in the classrooms. The experimental procedures are recorded by the students and are continuously assessed by the teachers. The project works, field works, surveys, and preparation of reports help in widening the knowledge of students. The participation of students in various clubs and societies, excursions, tours, and group discussions also help them in experimental learning. The students are encouraged to take part in curricular, co-curricular, extracurricular competitions/events which helps them to enhance their participatory learning skills. Participation in these events also helps to develop critical thinking, team spirit, and understanding of social responsibilities leading to participatory learning skills and problem-solving. Further, involvement as a member of various committees (clubs and societies, IQAC, anti-ragging) enables them to contribute toward solutions for constraints and problem-solving.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

The college gives high importance to the use of modern methods of teaching to impart quality education. It encourages and gives complete freedom to faculty members to efficiently and effectively use ICT resources available. As e-governance is playing a vital role, all the faculties are equipped with new helpful ICT tools. These ICT tools help in active learning for teachers and students. In this regard, the college has put major efforts to establish the required infrastructure and related tools and arranging training sessions to develop the ICT skills of teachers. The institution has installed e-class rooms with ICT-enabled facilities in some laboratories and departments to promote the ICT-enabled teaching-learning process. The IT Lab and conference hall of the college are also equipped with ICT tools. Further, the college has initiated the process of creating of ICT-enabled language lab to improve the communication skills of both teachers and students with specific

software. The teachers also use online classrooms like google classrooms, Zoom platform, WhatsApp groups as effective tools for online ICT-based teaching-learning methods and to share e-content of the study material. The college building has its own fully functional wifi internet facility.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**http://gdcbanjar.edu.in/facilities/ict**

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

2.3.3.1 - Number of mentors

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**View File**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

21

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

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

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

8

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

Template)

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

2.4.3.1 - Total experience of full-time teachers

72

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

2.5 - Evaluation Process and Reforms

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

The college follows the regulation and norms of the HPU Shimla for the internal evaluation process. To ensure that, students are aware of all the aspects of the internal assessment process, all subject teachers organize induction programs in their courses for the newly admitted students at the beginning of the session. The faculty member discusses with students, the syllabus, various components of internal assessment, and makes them familiar with the assessment and evaluation process. The students are also made familiar with the promotion rules. The college handbook of information and academic calendar is also available to them on the website. For effectiveness and transparency, a house examination committee coordinates all the activities related to the internal assessment. The schedule of mid-term examinations is communicated to the students well in advance through the website and notice board while the tentative dates are made available through the academic calendar. The answer scripts of the mid-term examination and marks scored in each component are shown to the students before finalizing and submitting to the university. The well-maintained records of these activities are available with the respective subject teacher and CoE.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

All the records of internal assessment of all the components pertaining to each student are shown to them. If the student is not satisfied with the awarded marks to him/her, He/she can make a representation to the subject teacher for rechecking, re-evaluation,

and verification of awarded marks. The respective teachers patiently and adequately address all the queries related to the CIE of the students. The students can register their grievances to the Principal if not satisfied. The Principal in coordination with the coordinator of RUSA Academic addresses the grievance of the students and takes remedial actions. The coordinator of RUSA academics ensures the compilation and timely uploading of internal assessments on the HPU Shimla online web portal. The Principal is finally responsible for addressing the grievances of the students related to the examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Every course/subject teacher articulates the learning and program outcomes which make the teaching-learning process more fruitful as students are aware of the relevance of the topic in their pursuit of the knowledge. The course outcomes are well defined and stated. The outcomes of all the programs are communicated to the students by the teachers of respective departments at the beginning of the academic session. The students are made familiar with program outcomes through student induction programs. The students are also made aware of the outcomes during the tutorial, practicals, mentoring sessions. The career guidance and counseling cell of the college conduct program-wise counseling regularly wherein outcomes are also discussed and debated. The outcomes are shared during PTA meetings, alumni meetings and also find a place in the annual report.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The attainment of program outcomes is evaluated by the institution every year. Suitable teaching-learning, continuous internal evaluation based on different criteria like attendance, assessment, seminar/presentation, mid-term examination, and External annual examination evaluation are formal and direct methods to assess the attainment of the outcomes. Apart from this, the college has student feedback on learning outcomes, course content, and the quality of teachers through the direct method. The feedback on various

components is also taken directly from the students to assess the attainment of the outcomes. The university results also help to evaluate the attainment of program outcomes (direct method). The student progression to the higher course is also one of the direct methods to study and analyze the program attainment. In ultimate analysis attainment of learning outcomes is manifested in a number of students qualifying for competitive exams and getting admission in PG or higher class.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

200

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	**View File**
Upload any additional information	No File Uploaded
Paste link for the annual report	http://gdcbanjar.edu.in/naac/reports

2.7 - Student Satisfaction Survey

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

http://gdcbanjar.edu.in/iqac/feedback

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects	No File

/endowments	Uploaded
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

9

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

7

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

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

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

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

3.3 - Extension Activities

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

As a socially responsible institution, the college inculcates the values, creates awareness of duties and responsibilities in the students so as to engage them in assisting the neighboring communities to overcome issues like illiteracy, drug abuse, hygiene, health, environmental issues, and cleanliness. The college has one NSS unit, NCC, Rover& Ranger, Red Ribbon club, Eco club, and Energy club, which shape the students into socially responsible citizens contributing toward Nation-building. The college is a forerunner in implementing various outreach and extension activities like Swachhta Abhiyan, drug abuse, gender sensitization, women Empowerment, anti-ragging, literacy program, health, and hygiene through these clubs and societies. The volunteers of the NSS unit organized an anti-corruption campaign in their respective villages under the theme "STARK BHARAT-SMRIDDH BHARAT" for the promotion of integrity and probity in public life through citizen participation as corruption is a major hindrance in the progress of the Nation. Also, these volunteers organizedFIT INDIA PRABHAT PHERI in the villages for the promotion of a fit and healthy India and to spread the benefits of fitness among students and local communities. During the seven days annual NSS camp, the unit adopted a nearby village named Bhumaar where a number of social activitiesare conducted. The volunteers conducted cleanliness and maintenance of natural water bodies, cleanness of local pedestrian paths, and general sensitization which includes awareness regarding various social issues and regarding COVID-19 pandemic. The plantation drive was also conducted in which sapling was planted in the forest land.The college through these extension activities, transform the students into an agent of social change to provide a lasting ethical solution to social problems. It ensures to create of a sense of mankind service mindset in the students. The extension activities help students to develop social responsibility, groom overall personality and create awareness regarding various social issues. The impact of these extension activities on society has resulted in improved literacy, awareness regarding girl child education, reduced drug abuse, hygienic surrounding, improved health, and cleanliness.

`http://gdcbanjar.edu.in/facilities/ncc`

`http://gdcbanjar.edu.in/facilities/ebsbclub`

`http://gdcbanjar.edu.in/facilities/redribbonclub`

File Description	Documents
Paste link for additional information	**`http://gdcbanjar.edu.in/facilities/nss`**
Upload any additional information	**View File**

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

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

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

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

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

8

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through

NSS/ NCC/ Red Cross/ YRC etc., during the year

517

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

3

File Description	Documents
e-copies of linkage related Document	**View File**
Details of linkages with institutions/industries for internship (Data Template)	**View File**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has an excellent infrastructure that complements its

vibrant academic environment. Every year the college upgrades its facilities depending upon the needs of the institution. The college has one large building housing all the departments and administrative blocks. There are twenty-six (13) classrooms cum lecture theaters,six (6) subject-specific classrooms cum laboratories, lecture theatres, one IT Lab, one Principal office, one conference hall, one administrative section, one staff room, and one multipurpose hall. It also has one separate office of CoE, IQAC, a library, a section for the college student association, a common room for girls, one room for physical education, and a separate gym. The setting of the language lab is in process. The college also provides facilities to run the IGNOU study center which gives an opportunity to the people of the area to pursue programs through open learning. A separate cultural block having two green rooms attached with Kala Manch for planning, preparation, and practicing is also available. The classrooms and labs are spacious well-lit and ventilated with an adequate number of lights and fans with conducive teaching-learning. The laboratories, IT labs, conference hall, and some of the classrooms have provisions for e-learning and are equipped with modern ICT infrastructure. A spacious digital library accommodating 200 users is stocked with 6795 books, journals, magazines, and newspapers. There is the provision of a research room to pursue research-oriented activities for faculty and students. To make learning practical oriented, the college laboratories are well equipped and timely upgraded with multiple sets of instruments. The wifi internet facility is also available for teaching, non-teaching staff, as well as students. To ensure the adequate safety and security of students, staff, and other stakeholders, the college has installed 10 CCTV cameras.

Additional Links:

http://gdcbanjar.edu.in/facilities/infrastructure

http://gdcbanjar.edu.in/facilities/library

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gdcbanjar.edu.in/facilities/ict

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

The institution has state of art facilities for sports on campus. It has two sports grounds (61x210 feet and 125x48 feet)to hold regular training and sports events like athletics (shot put, discus, Javelin throw, high jump long jump) and group events like Kabbadi, Volleyball, Kho-Kho, NCC Parade. The facilities for indoor events like Table Tennis, and Chess is also available. A centralized gymnasium with all the major types of equipment like treadmill, multi-press machine, and free weights are also available. The

college also has well established and roofed boxing ring. It gives the flexibility to the students to prepare themselves for intra as well as inter-college competition. There is one sports room for faculty and a storeroom for keeping sports equipment. A multipurpose hall is available which is utilized by staff and students for activities like yoga. Apart from the multipurpose hall (58x47 feet), a separate culture block with two green rooms attached with Kala Manch (52x29.5 feet) specially designed for planning, practicing, and organizing mega culture events is also available. It is also utilized for literary events, alumni meetings, fresher and farewell events, other co-curricular, and extracurricular activities.

Additional Links:

http://gdcbanjar.edu.in/facilities/infrastructure

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gdcbanjar.edu.in/facilities/sports

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

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

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

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

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

15263853

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded

Upload Details of budget allocation, excluding salary during the year (Data Template)	**View File**

4.2 - Library as a Learning Resource

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

A library is a knowledge center that has rich resources in social sciences, commerce, and science. The college has well planned and managed library. The books, magazines, and newspapers are strategically positioned on racks and almirahs for easy identification.

The library data has been digitalized(integrated Library Information Management System (LMS), Koha) using software (Easy lib Professional desktop version 4.4). For the library, a web-based OPAC (Online Public Access Catalogue) is under process for digital cataloging of books where they are barcoded and can be searched through the computer with the KOHA Integrated system. The college has a subscription to N-LIST (National Library and Information Services Infrastructure for Scholarly Content), being jointly executed by the UGC-INFONET Digital Library Consortium, INFLIBNET Centre, and the INDEST-AICTE Consortium, IIT Delhi.

This project provides free access to around thirty lakhs full-text e-books and more than six thousand e-journals on all the subjects to students, researchers, and faculty members. The library is also connected with wifi network. The library also offers an INFLIBNET portal (in-house and remote) access to all the students and teachers with unique IDs and passwords (in the process). Also, the library adds new books and study material as suggested by the different departments every year. The library has a separate section where the computer facility is available to all students and staff members. The library is equipped with printers and a photostat machine for the use of faculty and students.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**http://gdcbanjar.edu.in/facilities/library**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**View**

| | **File** |

| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | **View File** |

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

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

3.21

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

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

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

2

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

4.3 - IT Infrastructure

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

The institution has a clear policy of updating its IT infrastructure regularly. The modification and up-gradation of infrastructure depend on both the obsoleteness of instruments and gadgets as well as the arrival of new technology. There is a well-defined procedure for procuring and installing new IT-related infrastructures and tools by E-tendering system through the GEM portal. In this regard, the college has upgraded and procured its IT infrastructure in recent times by purchasing and installing new systems, upgrading software/windows, interacting panels, Digital lecterns (podium) for e-learning, digitalization of library to ensure effective classroom lecture delivery, information sharing and knowledge assimilation. The institution is well-equipped with a wifi internet facility to cater to the need of students and staff. The new Photostat machine is also installed for the use of faculty and staff.

Following IT related facilities are updated

1. **Purchase of digital lectern/podium**

2. **Purchase of interactive panels**

3. **Multi-language software**

4. **Computers**

5. **Installation of wifi facility**

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**http://gdcbanjar.edu.in/facilities/ict**

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**View File**

4.3.3 - Bandwidth of internet connection in the Institution	**E. < 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

15263853

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

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

The college has a well-established system and procedures for meticulous, maintenance, and upkeep of various facilities. A sufficient amount of funds is allocated for the maintenance of physical, academic, and sports facilities. An estate officer appointed by the Principal is responsible for the management of the campus and infrastructure. The development committee oversees the maintenance and repair of physical infrastructure. The campus beautification committee ensures a conducive environment for teaching-learning. The construction work is done by the Public Works Department (PWD) and Himachal Pradesh Housing & Urban development authority (HIMUDA)as per the guidelines of the Government of Himachal Pradesh. The furniture in the classroom is repaired and replaced, as the case may be, before the commencement of the academic session. The safety of ICT tools is ensured by the IT Incharge of the college. The laboratories in the college are fully equipped according to academic needs. All the records pertaining to the instruments/equipment are maintained by SLA/JLA/LA. The library is taken care of by the library committee and attendant. The sports infrastructure is managed and maintained by the Physical Education Department. The canteen committees inspect the canteen ambiance, quality of food, hygiene of physical facilities periodically. In this regard, grievances from the students are reviewed and brought to the notice of the vendor for the appropriate action. The purchase committee collects requisites from every department for the resources to be purchased every year. The purchase of these resources is done under the guidance of the Principal to enrich the departments and library. The internal stock verification of all the departments, library, laboratories, and stores is carried out annually by the verification committees constituted by the Principal.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

27

File Description	Documents

Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**View File**

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

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

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

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

File Description	Documents
Link to institutional website	**http://gdcbanjar.edu.in/about/collegecommittees**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

51.4 - 52

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

52

File Description	Documents

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

20

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

5.2.3 - Number of students qualifying in state/national/ international level examinations

during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

1

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

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

The Central Student College Association (CSCA) is constituted every year as per the direction and provision made by HPU Shimla to promote the active participation of students in academic, cultural, social, and extension activities. The schedule to constitute the CSCA is notified by the said university.The CSCA consists of twenty-four (24) members comprises the President, Vice President, Secretary, and Joint Secretary along with 20 other members, and is a heterogonous body nominated from different disciplines/clubs/societies, etc. on the basis of merit. The CSCA has an active role in decision-making and is an integral member of some important committees like IQAC, anti-ragging, and student grievance mechanism. The body and students of the college has active representation in the editorial board of college magazine(named,

SIRAJ SIKHA). The body is also assigned responsibilities to lead several activities such as planning and conducting educational tours. The body ensures the active participation of the student in various activities such as cleanness drive, tree plantation, gender awareness program, drug abuse, and other co-curricular and extracurricular activities. The body organizes various activities in the college from time to time. The cultural activities are managed by the students under the guidance of the cultural committee. Further, the students work as volunteers in various important events organized in the college. The CSCA function (SERAJ UTASAV) and annual prize distribution function is also decided and finalized in consultation with the CSCA body. The CSCA helps in developing leadership, communication skills, and management strategies among the students. The CSCA for the academic session 2020-2021 could not be constituted due to the Covid-19 pandemic as per the direction of HPU and government.

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

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

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

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

5.4 - Alumni Engagement

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

The alumni association is a powerful link between the college and the alumni. The alumni contribute to the development in various ways. The alumni became a registered association named Government Degree College Banjar Old Students Association (GDCBOSA) under Society Registration Act No 25 of 2006 with registration number HPCD-1157 on 19-06-2019. The Principal of the college is the Patron. The executive body comprises 18 members including Patron. The association started with 135 members, now has a membership of 162

alumni. The membership form for the registration of the alumni is available on the college website. The association holds regular meetings and actively participates in various college activities. The alumni are involved in the career development of graduating students. The college also invites the alumni on various occasions and shares information about the various college activities which are enriched by the presence and participation of alumni. With an objective to promote the welfare of the college and the career development of the students, the alumni hold regular meetings and actively participate in various college activities like cleanliness drives and organizing social events or lectures. They also have engagement in the extension services in collaboration with various clubs and societies of the college.

File Description	Documents
Paste link for additional information	**http://gdcbanjar.edu.in/misc/osa**
Upload any additional information	**No File Uploaded**

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college caters to the need of students belonging to diverse socio-economic and cultural backgrounds and aims for intellectual and all-around development.

Vision:

The institution strives for academic excellence, enrichment of skills, and character-building so as to produce inspired and morally upright youth.

Mission:

1. To achieve excellence in teaching-learning

2. To empower learners in achieving professional goals

3. To develop social responsibility by the inculcation of universal values

The college leadership works in harmony with all fairness with all members of the staff and the stakeholders to achieve its stated goals and mission.The college adheres to all the educational norms/policies designed by the department and the directorate of higher education. At the college level, the Principal is the administrative head. The Principal, advisory body, IQAC, RUSA coordinator, Staff council, and CSCA contribute to planning and implementing policies and decisions that help the institution to fulfill its vision and Mission. The Principal regularly monitors the academic and administrative function of the institution to ascertain quality. Every year the Principal in consultation with faculty members evaluates the achievement and growth of the institution and sets a goal for subsequent years. The advisory committee and IQAC assist the Principal in executing the responsibilities. The governance is decentralized for better management and is looked after by various functional committees/clubs/societies in which representation of the students is also ensured. The few initiative and achievements during the year for the governance of the institution are significant improvement in ICT infrastructure and ICT-based facilities, adoption of the fully online admission process, an office management system to ease the work of collection of data of the students, and Digitalization of the library, enhance in the sports infrastructure, campus beautification, addition of physical infrastructure fo the faculty as well as for the students, creation of language lab (in progress), and research room. The consistent efforts of the Principal, faculty, CSCA, students, and alumni have facilitated/ensured the successful implementation of CBCS under RUSA and is evident from the results of the outgoing class.

File Description	Documents
Paste link for additional information	**http://gdcbanjar.edu.in/about/vision**
Upload any additional information	No File Uploaded

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

All activities of the college are carried out mainly at three levels viz head of the institution, staff council, and the departments. Along with, there is administrative staff with a defined hierarchy. The Principal along with the staff council as well as with Parent-Teacher Association (PTA) takes decisions on the matters pertaining to the college's welfare. These include the setting of guidelines for admission of the students, preparation of the timetable, planning of all the academic curricular, extracurricular, sports, and social outreach activities during the academic session. The administrative responsibilities have been divided among all the faculty members and non-teaching staff. The constitution of various committees and delegation of responsibility to the conveners and members of various committees ensure a decentralization method of

function. There are a number of committees that undertake various activities such as the admission committee, RUSA academic, timetable committee, discipline, anti-ragging committee, women empowerment committee, disaster management committee, IT committee, career guidance, counseling cell, grievance readdressed committee, and purchase committee. Apart from the above committees, various other committees are also formed by the Principal of the college for carrying out specific tasks. The in-charges of clubs and societies are also appointed for the smooth conduct of co-curricular activities and are involved in several programs to ensure the participation of the students. The formal responsibilities are assigned to the student in these clubs and societies. The in-charges are responsible for supervising and managing the routine activities of these bodies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The ultimate aim of the Internal Quality Assurance Cell (IQAC) is continuous improvement of quality and achieving academic excellence. The commitment to high-quality teaching helps to identify benchmarks and promote good practices to achieve the desired goal. The IQAC focuses on the need to initiate new technology to enhance student-centric learning. One activity that is successfully implemented as per the strategic/perspective plan is detailed below

ICT based Innovative teaching-learning and evaluation

The introduction of ICT tools helps in setting up student-centric classrooms. The visual presentation, individual participation, and interactive methods of learning keep the classrooms alive. The ICT-enabled classrooms and blended learning are now part of the teaching-learning process. Google Classroom connects students with teachers even after working hours. The present scenario also calls for digital and blended learning. The IQAC has assured and enhanced the usage of ICT tools in the teaching, learning, and evaluation process. The training sessions were organized to acquaint the faculty with the usage of modern ICT-enabled tools. The students are also trained to use mobile phones productively to gain knowledge. Google classroom, zoom app, google meet, WhatsApp, and all other applications are successfully used by the faculty and help the student to enhance their knowledge. The students take up online quizzes, submit assignments other curriculum-related activities, and activities of clubs and societies are also successfully conducted through these applications. Some classrooms and laboratories are enabled with ICT facilities, that support and encourage the teachers

for smooth conduct of online and offline learning. The incorporation of ICT tools plays a significant role in the evaluation process also. The teachers receive immediate feedback about the lesson discussed and also give feedback to the students concerning their class tests and assignment works. The continuous internal assessment is also conducted by using all these apps.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

The institution has a well-defined organizational structure and governance that focus on the vision and mission of the college. The college function under the direct supervision of the department of higher education through the Directorate of Higher education. In the hierarchy, the Principal Secretary is the Head of the department and the Director at the Directorate level. The college strives to provide quality education by involving all the stakeholders in the various committees. Since the Principal is the head of the institution, therefore, acts as a bridge between the department, staff, and the students and is also responsible for ensuring effective management on the campus. The Principal monitors the academic and other non-academic activities of the college regularly. The Principal interacts with all the faculty members and students and involves them in effective decision making and formulating policies leading to participative management. The IQAC focuses on the overall quality enhancement. The IQAC initiates a number of practices, plan program and activities to promote/enhance the standard in teaching-learning and evaluation. Since the college is run by the Government of Himachal Pradesh through the department of higher education so all the appointments and promotions are made by the departments and follow all service rules and procedures laid down by the Department of higher education, Govt. of Himachal Pradesh.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**http://gdcbanjar.edu.in/about/organogram**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance	**A. All of the above**

and Accounts Student Admission and Support Examination

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

6.3 - Faculty Empowerment Strategies

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

The institution believes that the overall well-being of an individual contributes to the sustainable growth of the institution. In accordance with this belief, the institution has implemented many welfare schemes that keep the morale and motivation of the employees high. The institution also ensures that the teaching and non-teaching staff get the best working environment on campus. Some of the welfare measure for teaching and non-teaching staff are as follow:

1. General Provident Fund and pension facility to the entire teaching and non-teaching employees appointed prior to 01-01-2004. The employees appointed on and after 01-01-2004 are covered under new pension schemes (NPS) as per H.P Government norms.

2. Gratuity.

3. Maternity leave for women employees for a period of 180 days.

4. Paternity leave for all employees for a period of 15 days.

5. Group insurance scheme (GIS) and personal accidental insurance scheme(PAIS).

6. LTC, study leave, casual leave, and Earned leave.

7. The faculty member is provided a well-maintained staff room, parking facility, and a separate dining hall in the college canteen.

8. Medical benefits to all the staff member and their family.

Since the college is H.P Govt. Institution under the Department of Higher Education, hence all the above-mentioned facilities are extended to all the employees as per the norms and provision of H.P Govt.

File Description	Documents

Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

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

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

3

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

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

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

9

File Description	Documents

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

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

The college has an effective self-appraisal system for regular teaching and non-teaching staff. The teaching staff is assessed and reviewed at the end of the academic session by adopting a performance-based appraisal system (PBAS) based on Academic Performance Indicators (API). The indicators for assessment are teaching-learning and evaluation process, participation in co-curricular, extension, professional skill development related activities, and involvement in research, publication, and academic contribution in addition to annual results, sincerity, and punctuality. The specific points are assigned for each indicator with a benchmark in each category. The performance appraisal reports of non-teaching staff are based on structural questionnaires of the directorate of higher education. and are apprised on the parameters like work efficiency, updated computer knowledge, time management and punctuality of work, etc. The appraisal reports of all teaching and non-teaching staff are submitted by the Principal after recoding his report to the Directorate of Higher Education. The awards on all the scales and promotion to the post of principal are linked with PBAS and API scores.

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts internal and external audits for transparency regularly.

1. Internal Audits

The Principal appoints the Bursar on a rotational basis amongst teaching staff. He/She deals day to day financial matters, especially where student funds are involved. The verification,

documentation, and maintenance of fee records of the students, cashbooks, passbooks are also ensured by Bursar.

2. External Audits

The external audits are conducted by two H.P Government Agencies.

a). By District Level Officer

b). By Accountant General officers

The reports submitted by the external audit agencies to the Principal are also submitted to the Directorate of Higher education and the Principal is answerable to the same.

The last audit was conducted in March 2016 and February 2019 by local auditors and auditors of A.G Shimla H.P respectively.

The audit para's if any, are settled as per recommendations of the committee constituted at the level of the Directorate of higher education.

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

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

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

0

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

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

The Government Degree College, Banjar is established by the H.P Govt. and receives regular grants through the Directorate of Higher Education. The college mobilizes funds through student fees as per the structure decided by the higher education department. The funds are also generated by contributions from the parents and teachers (Rupees 300 annually each from teacher and parents) through the

Parent-Teacher Association (PTA) and a separate account of this fund is also maintained. The PTA fund is utilized for various college developmental works as per the need with the prior approval of the PTA executive body. Some area of the college campus is sloppy where construction and extension activities are hard to carry out, so this area has fruit plants and grass. The fund is also raised by auctioning the grass as well the fruits. Another source of the fund is the rent received from the IGNOU Regional office for infrastructure provided by the college to run the IGNOU study center. During the academic session 2020-21, the college has received one Crore grant under RUSA Scheme and an additional 1 Crore under Uthkristh Mahavadiyla Yojna from the higher education department and is utilized as per the directions of the Higher Education department. The funds mobilized are used thoughtfully and judiciously for the purposes they are meant for in consultation with IQAC, RUSA Coordinator, Advisory committee, and staff council.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) of the college is playing a significant role in ensuring effective, efficient coordination, and monitoring mechanisms of the college toward excellence in different areas. It has taken the initiative to evolve and implement best practices in academics, sports, clubs, and societies, co-curricular, extracurricular activities with the support of in charge and heads of various committees which contribute to the quantitative and qualitative changes in the college. The measures and strategies to be implemented for quality enhancement are regularly discussed in the IQAC meetings. The two practices institutionalized and implemented as quality enhancement measures are

1. Automated Student Online Admission System

2. Feedback mechanism from students

#Automated Student Online Admission System

The college conducted all admission through an automated online system. The prospectus containing all the guidelines like eligibility criteria, the number of programs, seats, schedule of admission, etc. are displayed on the college website in advance. To facilitate and address any admission-related queries and grievances of the applicants, the details of admission committees with helpline numbers are also displayed on the college website. The process of

admission for all the students has been fully accomplished through the automated online admission system available on the website. The system also contains various features like an online payment gateway for admission fees and auto SMS confirmation of admission. This admission system aims to simplify the admission process and ease the collection of data regarding the students. It also helped applicants to avoid extra exposure during the Covid-19 pandemic.

#Feedback mechanism from students

The college has developed a transparent and effective online feedback mechanism to enhance the overall quality of the teaching-learning process. The different sets of questionnaires are prepared as per the guidelines of NAAC on the google forms to seek feedback from students, parents, and faculty members. These questionnaires are also available on the college website. The questionnaire developed for the students covers a wide range of aspects like the online admission process, timely conduct of lectures and syllabus, teachers' approach, fairness of internal evaluation system, effective use of ICT tools, discipline, and the college infrastructure. The feedback so obtained is analyzed and reports are discussed by the Principal, IQAC, and also shared with staff members in the meetings. The feedback reports are taken into account and considered for taking measures for overall improvement and action.

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

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

The college not only has some pre-set and well-defined mechanism to monitor and review the teaching-learning process but also continuously improves them. The two examples of the teaching-learning reforms are:

1. Streamwise timetable of each subject/class is displayed on the website, notice board, and provided to the Principal also. This helps in monitoring the regularity of the classes. The Principal convenes regular staff council meeting and collects the information from each department on the coverage of the percentage of the syllabus and take necessary action. The Principal also formally interacts with CSCA, students and takes feedback on the teaching-learning process. The student attendance in every subject is also maintained, monitored, and intimated to the students and to the Principal. The progress reports of continuous internal assessment (assignments + midterm exams+class tests performance) are also discussed in detail in the staff council meetings. The college continuously reviews its academic performance and progress by

evaluating the curricular enrichment, teaching-learning process, infrastructure facilities, student support, program outcomes, and progression on the basis of analysis of annual results. The result analysis at each level leads to future action plans and improved strategies that are implemented at the various level.

2. Another example of the implementation of teaching-learning reforms is the enhanced use of ICT in the teaching-learning process. The aim is to make the teaching-learning process more learner-centric. The classrooms and laboratories are equipped with ICT tools of the latest technology and wifi is also available across the college premises for teachers and students. The workshops to acquaint the faculty with the use of ICT-enabled tools are also conducted. The library is provided with all modern technologies to make the resources easily accessible.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	**View File**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution is proactive in promoting gender equality by

ensuring that both genders have equal access to knowledge and skills. The college provides a safe and secure environment for both genders.

The suggestion box, helpline numbers, and facility to contact faculty members and the Principal help the students record their grievances if any. The anti-ragging committee, discipline committee, and grievance readdressed cell are vigilant in ensuring a safe environment and promoting gender sensitization. The CCTV cameras are also installed at specific points in the college to keep continuous vigil and safety. Further, the common room for girls is available for healthy recreation. A sanitary pad vending machine and disposal/incinerator unit is also installed for the benefit of girls' students. The students are also made aware of various Govt. provisions against sexual harassment.

The women empowerment cell organizes a number of sensitization, awareness programs, and competitions that help the girls' students to realize their potential. The girl students are encouraged to take part in curricular and extracurricular activities. Active participation of a number of girls students is reflected in various clubs and societies. The special orientation programs are conducted at the college for girls students on issues like gender discrimination at home, in society, and workplace so that they can bring these issues to the concerned body while discussing topics related to gender issues and women empowerment included in the syllabi, the discussions are held by taking about the real-life situation around them so as to sensitize not only girls but boys also about these issues so that they all could educate people in their community.

They are also encouraged about equal opportunities in learning and career advancement. Both male and female students are provided continuous counseling on various issues like social, intrapersonal, and interpersonal issues.

The college has its own speedy and transparent mechanism of grievance readdress and an online mechanism for submission of complaints and suggestions is also available on the college website.

Specific facilities for the women/girls in addition to the above are

a). Safety and security provided b). Counseling c). Common Room

Additional Links are given below

http://gdcbanjar.edu.in/misc/grievances

File Description	Documents
Annual gender sensitization action plan	http://gdcbanjar.edu.in/about/gendersens

Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://gdcbanjar.edu.in/facilities/womencell

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

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

The college provides dustbins to collect the waste material across the campus and premises to maintain a clean campus. The dustbins viz Green, blue, black, and yellow to collect specific waste are placed in laboratories, staff rooms, offices, and common places on each floor of the premises to collect the waste. The waste received from the campus is carried by the mobile waste collect van of Nagar panchayat Banjar for their proper disposal. The sanitary napkin vending and disposal machines are installed in the girl's toilet. The usage of polythene bags is also prohibited on the college campus as per the H.P Govt guidelines. The liquid waste from toilets and laboratories is collected through drainage pipelines in the sevrage tank built on the outskirt of the campus. The chemical waste from the chemistry laboratory is disposed of in a separate tank. The e-waste is kept in the store and is auctioned as per the procedure to the vendors. No hazardous chemical or radioactive waste is produced in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**View File**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**View File**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**B. Any 3 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**C. Any 2 of the above**

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

| Any other relevant information | No File Uploaded |

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

D. Any 1 of the above

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

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

At the institution, the students are from diverse cultures, socio-economic backgrounds and thus offer an all-inclusive and favorable learning environment supported by the institutional staff. The college believes in the concept of 'unity in diversity and offers them an all-inclusive environment that integrates them in the fabric of nationalism. National festivals like Independence day, Republic day, Gandhi Jayanti, Lal Bahadur Shastri Jayanti, Ekta Diwas, Kargil Vijay Diwas are celebrated to kindle the patriotism of the students. The college also conducts an annual CSCA function with various cultural competitions for the students. It gives an opportunity for the students to come together without any bias or disparity and creates a sense of belongingness. The annual day and seven days annual camp of NSS, annual sports meet, yoga workshop also creates oneness and diversified thinking in the mind of the students. The linguistic activities such as Profession communication and soft skills programs in English, British Council Language course, art competition, online quiz on the Malayalam Language which comes under Ek Bharat Shrestha Bharat (EBSB), National Level quiz program on

Kerela, and celebrations like Hindi Diwas are conducted which bring richness to the socio-economic culture and develop an attitude that helps the students to achieve a sustainable lifestyle. The college recognizes gender equality as a key driver for the sustainable growth of both genders, society, and the Nation at large.

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

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

Sensitizing students and staff about the values, rights, duties, and responsibility of citizens empower them with the knowledge they use beyond the classrooms. It also creates a healthy campus culture. The awareness of social norms, sensitivity toward equality, respect for others, acceptance of socio-economic differences, and the importance of following the laws are elucidated to the students at all levels. Moral values like empathy, equality, peace, harmony, truthfulness are instilled in the students which help to build their personalities and shape their characters. The commemoration of the National Day celebration, Constitution day, Anti-Corruption drive, Swacchta Abhiyan, on the campus also ignites patriotism and responsibilities toward the Nation among students and staff. The cultural programs, yoga sessions, workshops are also organized which add to the values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**View File**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

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

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

The college is committed to promoting values of nationalism, patriotism, preservation of cultural diversity, and a sense of great civilization that India was enjoying once upon a time. The commemoration days and events create a great impact among the students unifying diverse student communities under the umbrella of nationalism. Independence Day and Republic day are celebrated every year with great enthusiasm. The NCC cadets, NSS volunteers, Rover, and Rangers present a parade and cultural activities in the college and at the sub-division level to exhibit their patriotic enthusiasm. The Mahatama Gandhi Jayanti, Lal Bahadur Shastri Jayanti, Ekta-Diwas on the occasion of Jayanti of 'Iron Man of India', Saradar Vallabh Bhai Patel, Kargil Vijay Diwas, International Yoga day are also celebrated. The teachers' day is also celebrated on the 5th of September every year to mark the birth anniversary of Dr. Saravepalli Radhakrishnan and to acknowledge the efforts of teachers in empowering the student community. The CSCA and the college students conduct various competitions and programs for the teachers. Also, the clubs and society celebrate, constitution day, the NSS day, and the world's AIDS day by organizing a number of competitions to make the younger generation aware of their commitment toward society for all. The Himachal Statehood day (25th January) and Himachal Day (15th April) are also celebrated with great zeal and zest.

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

7.2 - Best Practices

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

Best Practice 1:

1. Title of the Practice: Active participation in community service for democratic citizenship.

2. Objectives of the Practice:

As Govt. Degree College Banjar envisions an equitable society by the inculcation of human values among students. The college has its objective to foster these values by integrating knowledge with social responsibilities. We aim to make the students understand and appreciate diversity in our society and to familiarize them with a wide range of issues like globalization, human rights, gender, caste divide, environmental protection, drug abuse, etc. so that students gain perspective sight into these issues and take steps to resolve them.

3. The context: One of the noticeable best practices of Govt. Degree College Banjar has been its service toward the community through its extension and outreach programs. In the rural areas where we have people belonging to diverse groups/communities having so many prejudices and issues like illiteracy, unawareness of health and hygiene, class-caste divide, lack of knowledge of modern techniques for horticultural and agricultural advancements, the students by imbibing a spirit to serve the society and act as agents of social change. The extension services undertaken by the students in the nearby villages bring improvement in the quality of life of the rural population and awareness of social issues by bringing appropriate behavioral changes in them.

4. The practice: A number of clubs and societies have been actively functioning in the college to enhance the social consciousness of students (NSS, NCC, Rover and Rangers, Red ribbon club, and Women cell). The volunteers from these clubs and societies conducted a number of awareness campaigns to enlighten the students as well as rural communities on the current issues and issues of great concern like Beti Bachao-Beti Padhao, safety and security of women, mensuration hygiene, sanitization, environmental hazards, girls education, women empowerment, drug abuse, and legal rights. Also, the volunteers conducted an anti-corruption campaign on the theme of ''STARK BHARAT-SAMRID BHARAT'' and ''FIT INDIA PRABHAT PHERI' in their respective villages. The teaching and non-teaching staff of the college generously contributed a two-day salary to Prime Minister and chief minister Covid-19 Relief fund separately. The volunteers also launched a Swacchta Abhiyan in the village Bhumar and on the college campus. This year, during the Covid-19 pandemic, the volunteers of the clubs and societies launched a massive awareness campaign regarding Covid-19 and its impact and precautionary measures to be taken for people's safety. The volunteers also distributed self-made masks to the people and to police personnel free of cost as a part of the awareness campaign. Additionally, the volunteers also taught school children by visiting

their homes during the period of lockdown.As the Principal of the college is also part of the WhatsApp group of the Banjar administration, he used to get regular information regarding corona positive or some related issues, the information was passed to the teacher incharge, and then these volunteers through their WhatsApp groups. By this, they disseminate the information to their neighborhood or to the particular areas/localities of concern, thereby alerting the people to take precautions and helping the administration also in a way.

5. Evidence of success:

The evidence of success can be seen from the active participation of the volunteers/students in social extension and outreach activities which helped spread awareness on the social issues relevant to society and social justice. A higher number of enrollments of girls in comparison to the boys in the college is the result of such an awareness drive. The efforts of the volunteers also helped to prevent the spread of Covid-19 due to their awareness campaign. The volunteers also established an emotional connection with the school children by teaching them during the pandemic. This practice also gave some solace to their parents who were quite anxious on account of their children's learning during the pandemic period.

6. Problem Encountered and Resource Required: Since the college staff and students are well familiar with the geography and socio-cultural constraints of the community of the area. Hence no problem was encountered.

Best Practice: 2

1. Title of the Practice: Strengthening and integration of ICT resources in academics and administrative activities

2. Objectives of the Practice:

i). To equip the students and the faculty with the recent trends of the ICT-enabled teaching-learning process to produce quality human resources for the nation.

ii). To develop a fully automated online admission system, online financial and office management system.

3. The Context: The Government Degree College Banjar is committed to taking utmost care in ensuring efficient, effective student-centric, and time-bound teaching by adopting the national and global demand for ICT application in the teaching-learning process and routine administrative work like admission process, online fee payment and official management system to promote efficiency and paperless work. The faculty and administrative staff are continuously encouraged to use ICT-enabled technologies and tools by way of conducting participative training sessions in the college.

4. The Practice: The college has upgraded and procured its IT infrastructure in recent times by purchasing and installing new systems, upgrading software/windows, installing interactive panels, Digital lectern for e-learning, digitalization of library to ensure effective classroom lecture delivery, information sharing, and knowledge dissimilation. The wifi internet facility is also available for teaching, non-teaching staff, and students. The faculty have been encouraging the students to take recourse to e-learning modules present in the web space which would make them fit in the diverse job market. The college website has been upgraded with a new domain integrating a fully automated online admission process, online fee payment gateway, and office management system. The digitalization of the library has been done, and a subscription to INFLIBNET has been made for universal access to library resources.

5. Evidence of Success:

The outcomes are visible as; The ICT-enabled teaching-learning is being conducted successfully. The students take up online quizzes, submit assignments online, and participate in other curricular and co-curricular activities online, including activities of clubs and societiesthat are also conducted through ICT-enabled tools which are also necessitated due to the COVID-19 pandemic. Further evidence of success is that the admission process was completed fully through online mode by the applications of these tools.

6. Problems Encountered and Resources Required:

The procurement of ICT-enabled devices is a costly affair. During this academic year, the college received a grant from RUSA and Uthkrist Mahavidyalaya Yojana out of which some amount was utilized to support ICT facilities as per the directions of the Department of Higher education.

File Description	Documents
Best practices in the Institutional web site	**View File**
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Instilling Social Responsibilities

Education is not just acquiring knowledge, but utilizing the knowledge gained to benefit society. Instilling social responsibilities in the students helps the students to realize their potential and turn it to their own benefit and to the benefit of the society in which they live on. It also helps to foster empathy in

the students and helps them to balance themselves, the environment. Instilling social responsibilities is one of the core objectives of the college. The college makes the students aware of their obligation to society. At the institution, we make sure that we provide maximum exposure to the young mind and aid their multi-faced development so that they grow into well-formed, skilled, and responsible citizens of the nation. The college believes in transforming the valuable youth energy to serve society and bring holistic development. A number of clubs and societies (NSS, NCC, Red Ribbon, Rover and Rangers, Eco club, energy club etc.)are functionally active in the college to cater to the interest of the student to sharpen their lifeskill. These clubs and societies conducted several awareness campaigns to cast light on issues and concerns of modern society and to include more people in its aid. Say No to Drug Abuse, Beti Bachao Beti Padhao, Women Empowerment, safety and security, menstruation hygiene, and sanitation are such attempts by the clubs and societies. Through clubs and societies, the college also has attempted to spread awareness regarding the environmental hazards and Swachhta Abhiyan in village Bhumaar and the college campus that may arise due to irresponsible use of resources. Also, the Red Ribbon club organized a poster-making and slogan writing competition on AIDS (HIV) to highlight the cause, impact, and safeguard measures to be adopted for the prevention of the disease and specifically to raise awareness among the students. The Speech and essay competitions were also organized to mark constitution day. The 7-days NSS special camp was organized from 15/03/2021 to 21/03/2021, in which a number of activities were carried out in the college campus and surrounding areas. The National Unity Day (31/10/2020) was celebrated by organizing a poster competition and a pledge was administered virtually to develop and maintain a sense of unity and integrity among the students toward the nation. On the auspicious occasion of Gandhi Jayanti and Lal Bahadur Jayanti, swacchhta Abhiyan was started on the college campus as the Abhiyan aims to achieve universal sanitation coverage and to encourage hygienic sanitation practices. The Plog Run was also conducted to generate awareness about cleanliness. During the period of the Covid-19 pandemic, the volunteers of clubs and societies have launched a massive awareness campaign in the nearby villages and towns about its impact and safeguard measures to be adopted for safety. The students also distributed homemade masks to people and police personnel free of cost as an awareness campaign. Through these campaigns and activities, students get to establish a connection with the society they live in. Such activities also foster a sense of mutual coexistence which is integral to social survival.

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

7.3.2 - Plan of action for the next academic year

The internal quality assurance cell (IQAC), the important administrative body with its active involvement is shouldering the responsibility to ensure, sustain and enhance the quality of teaching-learning, evaluation, infrastructure, and extension activities. The salient features of an action plan for 2021-22 are as follow

1. It has decided to organize a workshop for all the staff members for handling the college website which is recently upgraded and is developed on the new domain. The office staff will also be trained for the handling of a newly developed office management system for data collection.

2. Due to the continuance of the Covid-19 pandemic, the classes will be taken as per the Govt. guidelines and teachers will be encouraged to use more and more ICT-enabled tools for an effective teaching-learning process for blended mode (online and offline both).

3. The departmental webinar will be organized. The invited lecture will also be conducted on a wide range of themes and issues concerning lifelike human rights, legal rights, gender, caste class divide, and environmental protection so as to shape the students into socially responsible citizens.

4. The career guidance and counseling cell will be asked to conduct career guidance sessions, on-job training programs (OJTs), job mela, capacity building workshops, industry interaction, and to ensure the maximum participation of the students for their benefit.

5. The N-list subscription process is in progress. After its completion, a workshop for the faculty and students will be organized to get them familiarized with the use of the E-library.

6. Many developmental works have been initiated during the previous session, and required funds have been deposited to the executive agencies (H.P PWD and HIMUDA). These agencies will be asked to expedite the process to ensure timely completion.

7. The charges of NSS, NCC, and Rover & Rangers will submit their plan of activities for the academics session to motivate students to participate in extension activities.

8. The various online/offline competitions will be held during the session so as to give an opportunity to the students to showcase their creativity and talent. Besides the regular tutorials, at least 3-to 4 mentoring sessions will also be conducted by every subject teacher.

9. The feedback obtained from various stakeholders is discussed, analyzed, and is considered for further improvement and action.