Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVT. DEGREE COLLEGE DRANG AT NARLA,DISTT. MANDI**
Name of the head of the Institution	**Dr. Arvind Sehgal**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01908-260645**
Mobile no.	**9418097804**
Registered Email	**gcdrangnarla@gmail.com**
Alternate Email	**vivek.kapoor.mnd@gmail.com**
Address	**GOVT. DEGREE COLLEGE DRANG AT NARLA,DISTT. MANDI**
City/Town	**Mandi**
State/UT	**Himachal pradesh**
Pincode	**175012**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Sanjay Sehgal**
Phone no/Alternate Phone no.	**01908260645**
Mobile no.	**9418400027**
Registered Email	**naacgcdrang@gmail.com**
Alternate Email	**gcdrangnarla@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://gcdrang.in/doc/iiqa.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://gcdrang.in/prospectus2018.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.59**	**2019**	**01-Apr-2019**	**31-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**13-Aug-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC meeting (Campus development)	**05-Mar-2019** **1**	**150**

IQAC meeting (Sanitation facility)	06-Feb-2019 1	200
IQAC meeting (furniture upgradation)	21-Sep-2018 1	40
IQAC meeting	07-Sep-2018 1	400
IQAC meeting	12-Jul-2018 1	60
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

To restrict the entry of the outsiders, boundary wall has been raised near the main gate To improve the classroom infrastructure, projector has been installed. To improve the sitting capacity of the Library, furniture has been purchased and installed.

[View File](#)

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

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**27-Mar-2019**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**05-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Being a government institution HP Govt has a centralised personnel management system for all the educational institutions, hence college does not feel need of additional management information system.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Himachal Pradesh University designs the curriculum for colleges. The college does not plan and prepare the program, courses and core curriculum The college then adhere to the syllabus and courses within the outline of the curriculum. At the commencement of the new academic session the Principal communicates the curriculum to teachers. The faculty is facilitator that transmits to students the curriculum, goals and objectives through teaching, interaction and evaluation. In response to the Minutes of the Sub-Committee for preparing Roadmap to implement RUSA (Rashtriya Uchattar Shiksha Abhiyan) that was held on 8 July 2013 in HPU, the college offers UG programs in 14 Discipline Specific courses in Arts, Science and Commerce. Under RUSA, the Choice Based Credit System (CBCS) was implemented, from the academic session 2013-2014, although the courses B Sc and B Com were introduced in the year 2014-2015 with Reference to the letter No. EDN-H (8) A (1)- 69/89-2009(New Subjects) received from Directorate of Higher Education, Himachal Pradesh. Since the curriculum is

designed by the University with planned and documented process, the college ensures effective curriculum delivery For the Curriculum Planning and Implementation the Principal makes the committees for every academic year. The committees prepare detailed time table for each subject, so that the prescribed syllabus is completed in the stipulated time. The schedule is strictly followed by each department to adhere to the curriculum and regular meetings are held with the faculty and students to follow up the curriculum. The college is offering three undergraduate programmes and thirteen disciplines. The students can pass their bachelors programmes by earning 106 credits , Honours 120 credits,. In CBCS the student can study the subject of their choice.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
Teachers	No
Employers	No

Alumni	No
Parents	No

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

Feedback Obtained
No Data Entered/Not Applicable !!!

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	General	540	114	114
BSc	Pass Course	120	54	54
BCom	General	60	4	4
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	457	Nill	18	Nill	Nill

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
18	Nill	Nill	Nill	Nill	Nill
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Not available in the college

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
No Data Entered/Not Applicable !!!		

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D

18	18	Nill	1	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	BCOM	BCOM	14/04/2019	28/06/2019
BSc	BSC	BSc.III	14/04/2019	28/06/2019
BA	BA	BA III	14/05/2019	28/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Being an affiliated college, the examination and evaluation criteria is decided by the H.P. University and college follow the same schedule. However, in case of continuous internal evaluation (CIE), the institution has given autonomy to some extent. A teacher can evaluate the student on the basis of Assignment/Quiz/Seminar/model or Mid-Term Examination. To bring uniformity and transparency in CIE, college conduct Mid-Term Examination at its own level which account for 15 marks. In addition, to asses presentation and language skill of the students, seminars on some topics from curriculum are also conducted by respective subject teachers. In order to evaluate the problem solving and writing skills, students are required to solve some advanced level questions as written assignment. In addition to these, teachers are encouraged to involve their student in group discussions and some minor joint projects. Teachers also conduct quizzes, that prepare the students for competitive examination. Apart from this, the students are also monitored by the respective subject teacher for regularity in class (Attendance), discipline and active participation in co-curricular activities.

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

Before the commencement of academic session, the committee constituted by principal prepares academic calendar, which is provided to the students through college prospectus, notice board and website. In addition, each department also prepare their own schedule for class test, seminars, quiz, practical and assignments. During the session, the calendar adhered to more than 90 extent as some examination and other activities were rescheduled due to certain unavoidable circumstances like heavy rain, strikes etc.

2.6 – Student Performance and Learning Outcomes

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

| 2.6.2 – Pass percentage of students |||||| |

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCOM	BCom	Nill	6	6	100
BA	BA	Nill	48	48	100
BSC	BSc	Nill	16	16	100
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2.7 – Student Satisfaction Survey

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

https://gcdrang.in/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!			

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!			

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	6	2	Nill
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
AIDS AWARENESS DAY	REd Ribben Club	5	50
Seven Days Camp	NSS	12	51
Participation in	NSS	Nill	2

NSS Mega Camp at Vallabh Govt Degree College, Mandi (H.P.)			
Participation in NSS Mega Camp at Govt Degree College Manali, KULLU	NSS	Nill	1
Maintainance of plantation and cleanliness	NSS	3	53
Swachhta Hi Seva	NSS	10	67
Cleanliness and Plastic Collection	NSS and Eco Club	5	50
Plantation	NSS	4	49
Collection of Plants from Forest Nursery Jundhar	NSS	4	49

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
No Data Entered/Not Applicable !!!	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Nill	Nill	Nill	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2175	618503	340	108013	2515	726516
Reference Books	70	28500	Nill	Nill	70	28500
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others

								GBPS)	
Existing	12	1	12	0	0	5	5	10	0
Added	0	0	0	0	0	0	0	0	0
Total	12	1	12	0	0	5	5	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	**Nill**	**35**	**35**

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

For the purpose of utilization of physical academic and sports facilities, the student orientation programme is organised at the begining of session for making them aware about the facilites available in the college. The student are also make aware about the rule and regulations for issueing and return of books from library. Notices are also diplayed time to time about various sports events at college and intercollege/ university level. The sports facilities are provided to the selected teams for full time. Lab manuals are provided to the students for the use of labs. The labs are also upgraded regularely with new equipments and chemicals/consumables. The schedule for the use of computer lab and classrooms is displayed on notice boards in the form of time table.

https://gcdrang.in/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Nil**	**0**	**0**
Financial Support from Other Sources			
a) National	**IRDP Scholarshi Scheme Kalpana Chawala Chatrvriti yogna Post Matric Scholarship for OBC Post Matric Scholarship for SC**	**12**	**63402**

	Dr. Ambedkar Post metric scholarship scheme for Economic backward			
b)International	NIL	Nill		0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga Day Celebration	21/06/2018	120	College

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	CAREER COUNSELLING CELL AND COMPETITIVE EXAMINATION GUIDANCE CELL	12	Nill	Nill	Nill

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

2019	7	BA/B.Sc./B com	BA/B.Sc./B com	HPU Shimla	MA/B.Ed.

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

Items	Number of students selected/ qualifying
Any Other	2

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

Activity	Level	Number of Participants
INDIAN CLASSICAL MUSIC CONCERT	College	20
Teacher day	College	100
HINDI DIWAS :-Speech Competition	College	150

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The formation of college students Central Association (CACS) is mandatory in all colleges affiliated to H.P. University. The nominations for the office bearers of the CSCA and class representatives are purely on the basis of academic merit. Where as representative from NSS/NCC, Rover Rangers, Eco club, Red Ribbon club, Red cross society, Cultural activities are nominated among outstanding participants/ position holders by the concerned in- charge. COMPOSITION OF CSCA The Principal of the college is the principal advisor of CSCA and CSCA Advisory Committee. In addition the committee comprises of:- PRESIDENT VICE PRESIDENT SECRETARY JOINT SECRETARY CLASS REPRESENTATIVES ROVERS-1 RANGERS-1 NSS-2 NCC- ECO CLUB-2 RED RIBBON-2 RED CROSS SOCIETY- The CSCA is main constituent of decision making process in the college. Its main functions are maintenance a conductive academic environment and discipline among the students. The major activities of the CSCA include putting forward various demands of the students to the Principal regarding various facilities to be provided to the students in the college. CSCA organises various functions and programmes on the demand of the students or as per tradition of college. It enrich talent and also developing leadership and management qualities among the students. The students also participate in various functional bodies like various clubs and society, Editorial Board of college magazine. CSCA Acts as a Bridge between students and college authority.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?
No

5.4.2 – No. of enrolled Alumni:
No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :
No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :
No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Our college like other Government colleges of the State is affiliated to Himachal Pradesh University which only conducts examinations and grants degrees to students. All other administrative works are carried out by the teaching and non-teaching staff members under the leadership of the Principal of the college. All academic, co-curricular, cultural, sports, technical activities of the institution are made possible with the collaboration of all its stakeholders viz staff members, students, parents, and the administration. 1.Our college fosters a culture of participative management by involving staff members (Teaching and Non-teaching) in a number of administrative works. The Principal, College Advisory Committee and IQAC plays an important role in managing the affairs at college level. IQAC plays its role by giving suggestions for maintaining quality education in the institution whereas College Advisory Committee keeps giving suggestions to the Principal for execution of various plans. The administration and management mechanism of college is decentralized in the form of various committees for college- time-table, allocation of co-curricular work, purchases, organizing admissions, looking after the issues related to students, preparing working guidelines, annual calendar etc. The conveners of different committees ensure proper functioning of their respective committees with the help of committee members and staff. All works in collaboration for smooth running of college. All thefaculty members in the college actively participate in managing the affairs. The Principal maintains interaction with parents, alumni, social bodies, administration as well as with higher authorities in a purely democratic decentralized way. Whatever plans are implemented, they are evaluated during the closing of session. PTA executive body supports the college administration in taking decisions and resolving various issues related to the welfare of students. The college tries to excel in every curricular and co-curricular sphere to fulfil the mission. Keeping in view the importance of public participation in management the institute provides space to students to be part of management mechanism through College Students Central Association (CSCA). The executive committee of CSCA remains active in various co-curricular and extra-curricular activities besides collaborating with the college administration in maintaining the academic environment. 2. Digitization of Management System: The college is registered with HIMKOSH a comprehensive information management system. Institution receives all grant in aid through various schemes via PMIS and also purchase made out of these aids are done through PMIS. Scholarships provided to students come under central government schemes. E- Pass: Himachal Pradesh is functional and the college is registered

	with this system.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The college is affiliated to the University of Himachal Pradesh and hence, the curriculum is prescribed by the University. Time to time university depute faculties to syllabus revision workshops. Members from the Board of Studies are invited to interact with the faculty therein suggestions are given for further improvement of syllabus. Aspects related to Curriculum are discussed in Department meetings in the university and we in our colleges follow the directions of Himachal Pradesh University.
Teaching and Learning	Regular meetings of the staff were held to monitor syllabus plan and completion. -Use of ICT techniques to make learning more interesting. -Relevant study material content is shared with the students through WhatsApp groups, YouTube link, PPT and video presentations shown to the students. Other teaching techniques like field visits, expert lectures, competitions, role play, assignments, class test technique were adopted. -Projects given to students so as to provide adequate exposure of students. -Various ICT and other Library resources made available to faculties and students from time to time. -Faculties participated in workshops/Orientation/Refresher Programmes organized by industry and UGC-HRDC. -Wifi facility for the students is also available in the institution
Examination and Evaluation	The college conducts internal mid-term examination, final examinations and evaluation on behalf of the University. College has its own House Exam Committee for the purpose of mid-term examinations. The institution follows and conducts examinations as per the rules prescribed by the University. Continuous evaluation of students are monitored by giving class test, projects, internal examination,

	assignments. Regular notices and information is disseminated to the staff for assessment of answer books to enable declaration of results on time.
Research and Development	The institution intends to strengthen the infrastructure including laboratories and library so as to benefit the faculty/student researchers. The faculty is motivated to do Ph.D, write and present research paper in conferences and seminars.
Library, ICT and Physical Infrastructure / Instrumentation	Library: Requisition is given by HOD's and Faculties for recommending new books in the library and order is further placed by the Librarian.library is equipped with photo state facility. Separate reading corner is made available for the students. Computer lab with internet facility is also there for students. The institution has a IT Lab. . College has its own website. The college has planned phase wise up gradation of ICT facilities. Adequate maintenance of software and hardware is undertaken. Regular maintenance and repair of physical infrastructure is undertaken..College has its well-equipped conference hall.
Human Resource Management	The institution has competent and qualified staff with high retention which is appointed by Govt. of Himachal Pradesh and they are abide by the rules of Department of Higher Education.Staff are constantly encouraged to attend wor kshops/seminars/orientation/refresher courses. The university under the Ministry of Education organizes training programmes for the staff Performance appraisal of staff is conducted through ACR by the Principal on a one on one basis with the staff. Celebrations of festivals and other occasions to keep staff motivated The Principal, departmental heads, convenors of various committees, office superintendent, and college librarian as well as the executive body of PTA and CSCA take care of Human Resource Management. The best out of the all employees and students is brought out by assigning them the role according to their competence and expertise. College advisory committee and IQAC outline all the programme and policies and ensures the quality is maintained in academic, administrative and other fields.

Industry Interaction / Collaboration	Field trips are organized to have an industry academia interface.
Admission of Students	Once results are declared the university issues notice regarding admission dates and the details are also displayed on the website. The admission process is conducted as per the norms of the University of Himachal Pradesh. Prospectus is issued to the students wherein all details of admission procedure is mentioned. Members of the admission committee help the new admission students to fill forms and explain the admission process. Counselling of students in selection of course Verbal feedback from students are undertaken regarding admission procedure

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

E-governace area	Details
Planning and Development	Since we are affiliated with Himachal Pradesh University, all the planning and development programmes implemented by the govt. in the field of higher education w.r.t. colleges are also implemented in our college. Maximum of the communication with the higher authorities is done through e-governance. Details regarding college is also available on college website. We have a wi-fi campus various departments, staff room, office our college library is already equipped with wi-fi and Our college campus is fully equipped with CCTV surveillance.
Administration	To improve and fasten administrative work, the college embraces the use of ICT and e-governance in the office. Since the college is under the category of government institution, all administrative procedure is conducted through e-governance.Financial transaction are being done by online mode PFMS.
Finance and Accounts	The college has adopted the Public Fund Management System. The electronic transfer of benefit to the employees is done directly through their bank account. It ensures efficiency, effectiveness, transparency and accountability in the Finance and Accounts front.
Student Admission and Support	Admission process is one of the best decentralization and participative

		practice where everyone (teachers, non teaching staff and students) coordinate and cooperate. The process involves open day session at start of admission where teachers interact and senior students also guide the new students of first year about the choices (with respect to main subject) and options (alternate courses, extracurricular activities) they can explore during graduation period. During admission time, our second and third year students voluntarily lend their support and cooperate with staff and help newly admitted students and their guardians to overcome various difficulties with respect to admission procedure, to clear their doubts. As the process of updating all the admission status of the student is updated on the admission portal after physical manual verification process. As mentioned the admission process is purely on merit basis and reservation is also provided to students as per the roaster prescribed by the university.
	Examination	The college follows the pattern prescribed by the Parent University for it. Online cut-lists of students are provided by the university of the students appearing in the exam. Date sheet is also published by the university for the exams. The college ensures to keep the students and faculty informed about the upcoming examination schedule for both theory as well as practical examinations through online official whatsapp group of college staff as well as of the staff and students. College website is also regularly updated in this regard. Additionally, course wise monthly attendance and notices about internal assessment marks are also shared on the groups to keep the students apprised.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

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

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No Data Entered/Not Applicable !!!

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Induction Training Programme01	1	25/06/2018	07/07/2018	14
Refresher Course (English)	1	28/10/2018	21/11/2019	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Gratuity, PPF, Employee Group Insurance, Regular leaves and special leaves if required, Maternity Paternity leave, Mediclaim Health Insurance, NPS	Gratuity, PPF, Insurance, Regular leaves and special leaves if required, Maternity Paternity Leave, Mediclaim Health Insurance , NPS	Scholarships, Meritorious Scholarships,

6.4 – Financial Management and Resource Mobilization

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

There is full proof system to monitor the expenditure of financial resources. College local funds are scrutinized by college bursar. Physical verification of stock/articles in every department is done internally at the end of every financial year by constituting various committees for the said purpose by the Principal. The audit department of the government of Himachal Pradesh conducts a through audit. The college letters the audit objections raised by the auditors of the local audit department before or at the time of next audit by producing the supportive documents or by making recoveries as pointed out. The budget allocations for running the college are made by the Department of Higher Education. The college has a building fund committee. It is a statutory body

consists of the distinguished members from the society, alumni and student representative. Its function is to make proposals for framing/constructing new buildings/blocks etc. The proposal framed by the committee is sent to Director of Higher education for approval and sanction for the same. PTA audit is done every year by the college bursar. RUSA audit has been done by higher officials from time to time. Only Utilization certificate is procured by the RUSA committee . The whole business of government expenditure is now online details of which is updated on Him Kosh. The salaries and payments are made through Government treasury after passing of the bills by the Treasury officer. The Tuition fees collected are deposited in the Government Accounts through challans.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	PRINCIPAL ,CONTROLLER OF EXAM AND CONCERNED COMMITTEES
Administrative	Yes	Directorate of Higher Education	Yes	PRINCIPAL, IQAC AND CONVENERS OF VARIOUS COMMITTEES

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

1. The PTA fund is used to meet out the salaries of non teaching staff engaged on PTA basis 2. Parents were invited at the beginning of the academic year for Orientation and interaction with the staff . Meetings of the Parents teachers association were held to ensure regular interaction with parents. Parents participated in social activities and other events organized by the college like they are regularly updated about the ongoing NAAC preparations. 3. Various demands of the college were also put forward through PTA with the govt. stakeholders.

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

NIL

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

1. More Use of ICT Tools for Teaching and Learning. 2. Extension activities are being undertaken. 3.Measure taken to make campus more Eco friendly. 4. New science block is under construction.

6.5.5 – Internal Quality Assurance System Details	
a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	IQAC meeting (Classroom upgradation)	12/07/2018	02/07/2018	06/09/2018	5
2018	IQAC meeting (Campus development)	07/09/2018	07/09/2018	21/09/2018	5
2018	IQAC meeting (Library furniture and books)	21/09/2018	21/09/2018	05/02/2019	5
2019	IQAC meeting (Sanitation)	06/02/2019	06/02/2019	04/03/2019	6
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization	07/09/2018	07/09/2018	75	15
Women day Celebration	08/03/2019	08/03/2019	75	10

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

Percentage of power requirement of the University met by the renewable energy sources
01. There is a soak pit for the effluents from the chemistry lab. 02. Various camps and cleanliness programme are organised to collecte and dispose off solid waste. 03. There are no e-waste and other hazardours waste, that are unsuitable for disposal into IPH sewerage system.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

Scribes for examination	Yes	1
Any other similar facility	Yes	30

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	20/10/2018	01	Marathon	Fithness and health	35
2019	1	1	16/02/2019	02	Street Show (Nukkad Natak)	Personall hygiene and sanitation	25
2019	1	1	06/02/2019	01	Road safety Drive	Road safty	90

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

Title	Date of publication	Follow up(max 100 words)
Prospectus	01/06/2018	All the students fellow the code of conduct prescribed in the college handbook.
NSS Personality development	02/07/2018	The NSS volunteers are prescrived handbook by swamivevekanand to inculcateb the human value and ethics for their personality development.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Kargil Divas	26/07/2018	26/07/2018	110
NSS Camp	21/12/2018	27/12/2018	51
Constitution Day	26/11/2018	26/12/2018	90
Cleanliness drive	18/12/2018	18/12/2018	85

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

The following intitiatives have been conducted: 1. Eco club Cleaniliness drive on 27/07/2018 (50 Students) 2. Eco club organised cleanlines drive to clean

stepwells in neaby village on 01/09/2018 (75 students and staff members) 3. Plantation drive on 10/08/2018 by NSS (150 students and ataff members) 4. Rain harvesting system created 5. Polythene free campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The college has a vast green and peaceful campus. After visiting the campus, students feel the importance of a peaceful environment in the teaching learning process. In this context, the college has a vision to maintain the peaceful and nature friendly environment in and around the college campus. In order to attain this vision, college students are encouraged for plantation drive by involving and sensitizing the locals. 2. The college has nearly 70 girl students from rural and low income group families. Before the opening of this institution, the girls of this rural area were forced to drop out of their studies. Therefore the priority and thrust of college remains to provide all best possible facilities to cater more girl students of the area.

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

http://gcdrang.in/

7.3 – Institutional Distinctiveness

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

The college has a vast green and peaceful campus. After visiting the campus, students feel the importance of a peaceful environment in the teaching learning process. In this context, the college has a vision to maintain the peaceful and nature friendly environment in and around the college campus. In order to attain this vision, college students are encouraged for plantation drive by involving and sensitizing the locals. 2. The college has nearly 70 girl students from rural and low income group families. Before the opening of this institution, the girls of this rural area were forced to drop out of their studies. Therefore the priority and thrust of college remains to provide all best possible facilities to cater more girl students of the area. The final vision of the college will be fulfilled when all the girls of the area will complete their education at least upto post graduation.

Provide the weblink of the institution

http://gcdrang.in/

8.Future Plans of Actions for Next Academic Year

The college has planned the following new quality initiatives for the next academic year: Feedback will be received from various stakeholders to analyze and meetout their expectations about the quality of the institution. The teachers will be motivated to participate in research activities in order to improve the quality of teaching learning process by incorporating updated information in their respective subject. To streamline various curricular and cocurricular activities by introducing an activity calendar. In order to improve infrastructural facilities for the students, matters regarding the construction of the science block will be taken up with concerned authorities to speed up the work. The matter regarding making the college as constituent college of newly established cluster university at Mandi. The matter regarding completion of ongoing work of the college Boundary wall will be taken up with the concerned implementing authorities. Possibilities to improve the continuous evaluation system of students will be worked out to make it more transparent.