



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Government P. G. College, Kunidhar, Manila (Almora)
• Name of the Head of the institution	Dr. Jaya Pande
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	05966248123
• Mobile no	9410920424
• Registered e-mail	gdc.manila@gmail.com
• Alternate e-mail	iqac.gpgcmanila@gmail.com
• Address	Block-Sult
• City/Town	Tehsil-Bhikyasen
• State/UT	Uttarakhand
• Pin Code	263667
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)																		
• Name of the Affiliating University	KU Nainital and SSJU Almora																		
• Name of the IQAC Coordinator	Dr.Narendra Kumar																		
• Phone No.	05966248123																		
• Alternate phone No.	05966248123																		
• Mobile	9412346109																		
• IQAC e-mail address	iqac.gpgcmanila@gmail.com																		
• Alternate Email address	gdc.manila@gmail.com																		
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gpgcmanila.in/aqarinformat ion																		
4.Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://gpgcmanila.in/uploads/files/shares/Academic_Calendar_2021.pdf																		
5.Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.31</td> <td>2011</td> <td>08/01/2011</td> <td>07/01/2016</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.01</td> <td>2017</td> <td>28/03/2017</td> <td>27/03/2022</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.31	2011	08/01/2011	07/01/2016	Cycle 2	B	2.01	2017	28/03/2017	27/03/2022
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B	2.31	2011	08/01/2011	07/01/2016														
Cycle 2	B	2.01	2017	28/03/2017	27/03/2022														
6.Date of Establishment of IQAC	06/07/2012																		
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
Institutional 1	Global Budget	Sate Government	2021	21768887
Institutional 1	Others	Sate Government	2021	6560000
Institutional 1	RUSA	RUSA	2021	10908000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
In the post COVID period, IQAC recommended a blended mode of teaching in the institution as the faculty members and students had already got used to the online mode of teaching.	
IQAC successfully applied for various national and international rankings for university such as NIRF.	
Use of ICT in teaching learning process.	
Update of internet connectivity in the college campus.	

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
Organization of regular online/offline classes for students	The regular online classes were conducted through Google meet, Google Classroom, and WhatsApp groups in the form of live class, audio/video lecture. Offline classes were resumed according SOP issued by the Government.
Preparation for the implementation of new education policy	The faculty members attended Workshops organized by the Uttarakhand government and SSJU, Almora for implementation of NEP
Girls common room needs to have more facilities for girls under RUSA	carried out
Webinars for the benefit of the faculty and the research scholars	A webinar was conducted by science council on July 31, 2021
To enhance ICT facilities for taking care of online teaching	All departments were actively engaged in online teaching
Teachers were encouraged for faculty development programmes/workshops/seminars	Teachers conducted/participated in refresher course/workshop/seminar
Student Counselling was done under Career counseling cell throughout the academic session	Most of the students benefited from career counseling
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Principal, Government P.G.College, Kunidhar, Manila	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023	03/01/2023

15. Multidisciplinary / interdisciplinary

Our institution offers various programmes at undergraduate and post graduate level. The curriculum followed by the college, is designed by Kumaun University Nainital, SSJU Almora and the institution has little autonomy in introduction of any new courses. A detailed planning of the curriculum is done by various departments under the guidelines of the affiliating university implementation and execution of the curriculum. At the beginning of each semester/year, a general faculty meeting is conducted to device & formulate action plans so as to give opportunity to students to achieve the desired goals of various programs. In this meeting, duties and responsibilities are allotted the faculty members for the coming year. Nonrecurring and recurring requirements for the laboratories are planned in advance to support the implementation. Internal assessment of students is done by tests, quizzes; assignment and general performance in class. By the end of the academic year/semester it is ensured that the courses both theory & practical are thoroughly completed. For the poor performing students, remedial classes are conducted at the end of the semester/year for different subjects as per the schedule. Cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc. are dealt by organizing workshops, talks, seminars etc time to time in the institution, though it is not integrated into curriculum. Enrichment programmes such as , NSS, Rovers and Ragers and Sport activity are being organized by the institution for holistic development of students.

16. Academic bank of credits (ABC):

The college follows the guidelines issued by affiliating university regarding proposed NEP syllabus. Presently the affiliating university has not adopted NEP 2020 but preparation for the same is going on for the next session.

17. Skill development:

Varios skills and developmental activities are practised by the college in strengthening the growth of students at every aspect by conducting various programs offered by Rovers & Rangers, NSS, clubs & cells time to time. Recognizing the importance of skill development, the college has set up Centre for Career Counselling,

Career Opportunities and Skill Enhancement in 2021-22. The college continuously strives to create a skilling ecosystem through workshops, talks, interactive sessions, etc.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Even before the NEP 2020, the College promoted the use of Indian language, culture and value system. The College follows bilingual mode for classroom teaching and other activities. The college offers UG and PG programs in Hindi and Sanskrit for the students. Hindi department in our college also celebrated and conducted programme on Hindi Diwas.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Conventional teaching method as well as various advanced methodologies including the use of ICT, virtual lab sessions, experiential and participative learning and tutorials are implied by all the faculty members of our institution for the better enhancement of students' knowledge. We also discuss with the students regarding the course and programme outcomes at the end of the academic year.

20.Distance education/online education:

Education has undergone a paradigm shift due to the rise of Information and Communication Technology (ICT) and the outbreak of COVID-19. Open and Distance Learning (ODL) through Uttarakhand Open University and ICT are considered as a means through which equity, access, and quality of education could be attained. Our institution has done commendable work on virtual teaching during Covid-19. Our Faculty members started teaching, exchanging notes and assignments through WhatsApp groups and Google classroom-Google Meet. Lectures delivered by defferent field experts are also telecasted in SIT in our institution by EDUSAT Hub Dehradun for the students.

Extended Profile

1.Programme

1.1 164

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

File Description	Documents
Data Template	View File

2.Student2.1 375

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 237Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 113

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 14

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 19

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	164
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	375
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	237
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	113
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	14
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	19
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	16
Total number of Classrooms and Seminar halls	
4.2	39.46869
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	19
Total number of computers on campus for academic purposes	

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

Government Post Graduate College, Kunidhar, Manila (Almora) is a constituent college Kumaun University as well as SSJ University, Almora. The college as such follows pre-determined syllabi set by the both parent universities. The college innovates within these established academic structures, and committed to providing holistic development for its students. The academic processes are streamlined with timetables, workloads given and other supporting administrative tasks for advancement of teaching sessions. Departmental reports are collated from the faculty members at the end of each academic session that document the academic and extracurricular work undertaken by the department annually or semester-wise, and thereby compiling its response in a systematic manner.

The curriculum delivery took place in online as well as offline modes in our college. Through a number of curriculum delivery methods like classroom teaching, power point presentations,

quizzes, debates, seminars/webinars, group discussions, academic tests, practical classes, assignments etc. The students are exposed to a variety of pedagogical practices, which help them develop analytical skills. Our college library is enriched with books according to the syllabi. The laboratories are upgraded as per requirement of the curriculum.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Being a constituent college of the Kumaun University, Nainital and SSJ University, Almora, our college follows the academic calendar issued by the Uttarakhand government at the beginning of the academic year. It clearly delineates a schedule for teaching, examination, semester break and vacations, that is strictly followed by the college to ensure smooth and efficient functioning of its teaching and administrative processes. Within the same framework, the college also prepares its own academic calendar of events and vacation breaks before the commencement of the academic session and the same is communicated to all.

The current academic session faced uncertainty due to COVID -19 Pandemic. The exams scheduled for April-May 2021, were held in Sep.-Oct. 2021; and admission process for new classes, also started in September. In this phase of extreme uncertainty, the academic activities were organized according to State Government and Kumaun University and SSJU, Almora guidelines, as the pandemic was a universal threat for human existence.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating C. Any 2 of the above

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 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	No File Uploaded
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

0

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)	No File Uploaded

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)

2

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

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

1.3 - Curriculum Enrichment

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

Our college organizes various lectures regarding personality development programmes through career counselling and placement cell to make students a responsible citizen of a nation. All the faculty members make students aware about the basic components of the environment and their applications in different fields. Our college organizes various activities like tree plantation, Swatch Bharat Abhiyan, anti-drug and AIDS awareness, environmental conservation under NSS, and Anti-drug Cell. Some points have also been attached in the form of PDF file.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year**1**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships**3**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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

B. Any 3 of the above

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

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 students admitted during the year

375

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

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

74

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

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

Students from various socio-economic backgrounds get admission in the college; and therefore contribute to the diverse range of its cultural capital. The college takes all possible measures to assess the aptitude, difficulty levels and learning output of the students. In this endeavor, they are counseled at the time of admission to make right choice of subjects and to ensure their success in their respective course. Simultaneously, they are informed, guided and oriented about available courses, mode of internal and external assessment, facilities like books, infrastructure and human resource; curricular and co-curricular activities, as well as the rules and regulations of the college. Teachers provide extra reading and reference material to those students who wish to enhance their knowledge and appear for the competitive exams. Bilingual explanations and discussions are done in the class for the slow learners, so that they can be brought at par with the rest of the class. Academic and career-related counselling is given to the students from time-to-time by our teachers for improving their overall personality. Further, all students of the college are encouraged to upgrade their knowledge skills through the classes of various disciplines from the expert resource persons provided by the EDUSAT system installed in our college. Students are given recognition for their achievements at various forums in terms of trophies, appreciation certificates and scholarships.

File Description	Documents
Paste 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
375	15

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

Government Post Graduate College, Kunidhar, Manila (Almora) puts conscious efforts to enable the students to realize their potential and evolve as good citizens of society. The college is equipped with rich support system for students like Library, Computer Lab, Reading room, and Smart Classrooms. Students are trained for Basic Life skills, Self Defense, Cleanliness, Personal Hygiene, Sanitation, Environmental and educational awareness, as well as Poverty elimination under the banner of NSS, NCC and Rovers-Rangers. Beyond the classroom, college gives utmost importance to the all-round personality development of students through extra-curricular, cocurricular and field-based activities. The objective of the whole exercise is to enable students to learn from real life situations and get empowered from such experiences. College level competitions like quiz, PPTs, models and poster making give extra exposure to students to show their creativity and their knowledge. Well-equipped experiential science labs for graduation level students are created to familiarize them with the actual working environment. The college employs an interactive approach through discussions, debates, oral presentations to encourage greater participation and interactive learning. Assignments are given in all practical subjects to encourage teamwork and participative learning among the students. Curricular education, camps, and sports are organized for the students to enhance their experiential learning as part of their training to become good learners.

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 ICT technology played a crucial role in enabling the education system sustain in a very powerful way. Our institution provides a rich learning experience to its students through the use of Information and Communication Technology (ICT). The various ICT tools like Internet, Projector, AVs, Presentations, etc. allow new ways of learning for students and teachers and help both of them to interact in a more fruitful manner. Different online sources, sites and links, You Tube, E- mails, Google classroom, Google meet, and WhatsApp groups were used for sharing information, study material and syllabus; uploading assignments and tests, making important announcements and addressing queries of students. Our college also receives online feedbacks from the students, parents, alumni and faculty members. The electronics experiments of the department of physics for UG students are conducted through MULTISIM-14 software.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

10

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 Template)	No File Uploaded

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

32

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

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.

There is a provision of 25% marks (in each paper) for continuous internal assessment in PG subjects as per the guidelines suggested by the affiliated parent universities. All the teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The breakup of Internal Assessment as prescribed by the universities is as follows: 10% through Class Tests and Tutorials; 10% through Assignments, Projects and Presentations; 5% through Attendance. This system of evaluation includes different evaluation techniques such as class tests, quizzes, presentations, assignments, viva-voce, etc. The university guidelines are strictly followed for the evaluation of assignments, uploading marks on the web portal of the university, and submitting the hard copy of the same in the exam section of the college, as well as the university. Hence, the students are assessed on a continuous basis, keeping these broad guidelines in mind. During the pandemic all teachers adhered to the directions issued by the university with regards to internal assessment of students and also followed the revised guidelines post the re-opening of the University.

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

The grievances related to the internal examinations are received after declaration of results by Kumaun University and SSJ University. If any error is pointed out by the students in their results such as misprinting of subjects, attendance sheets marks of the internal assessment, error in the information related to their name, father's name or date of birth, etc. is addressed immediately. The corrected information is then forwarded to the university by the convener of examination committee of the college. In case of any grievance, the college collects the applications from the related students on the prescribed forms and forwards it to the affiliated university. The marks of internal examinations are sent to the university by filling them on the prescribed university portal. If the student concerned is not satisfied by the procedure mentioned above, they may meet the Controller of Examination of the College or the Principal or the Controller of Examination of the affiliated university. Hence, the

college employs a robust multi-tiered mechanism to ensure transparency and objectivity in dealing with grievances related to internal examinations.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Our institution offers the programmes and courses as per the guidelines prescribed by the parent universities. The affiliating university designs syllabi and lays down programme and course outcomes. The recommendations and guidelines of the university in this respect are duly complied. The class-room teaching and assessment methods by faculty members effectively incorporate POs and COs. The COs and POs are displayed on the college website to provide clarity to the students about the purpose of pursuing the courses and programmes.

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

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

College works towards ensuring attainment of Programme Outcomes (POs) and Course Outcomes (COs) and undertakes regular evaluation of attainment of intended-outcomes. The college follows a systematic process of collecting and evaluating data. Assessment is done through end-semester exams, assignments, presentations, viva-voce and practical exams, depending on the nature of the subject and course. The POs and COs are evaluated by the institution in direct and indirect manner. Direct evaluation includes internal assessment having 25% weightage of marks; whereas in indirect method, we are bound to the affiliating university examination guidelines, which includes 75% weightage of marks at the end of

the academic session examination conducted by the university. The attainment of programme outcomes and course outcomes are also evaluated through the feedback received from students, their parents, the teachers, and the alumni of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
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

105

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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)

https://gpgcmanila.in/uploads/files/shares/SSS_2021-22.pdf

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 /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

3.1.3.1 - 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has worked relentlessly to create an ecosystem for innovation, creation and transfer of knowledge. The activities

undertaken by several student societies have created an ecosystem for innovations and other initiatives for the creation and transfer of knowledge. Most important among these are NSS, Career Counselling, and Anti-drug Cell, which organize various awareness activities and campaigns for the students. The faculty members adopt student-centric learning by focusing on significance of course and its application. In Traditional lecture methods participation of students are observed through question-answering after lecture. Apart from the traditional classroom teaching, college use the multimedia teaching aids like over head projector, LCD projector for power point presentations. The departments create the whatsapp groups for their respective class students. In these groups study material, notices provided by the concern teacher. Students are advised to share their contact details and E-mail id with their respective teachers so that social network is created for accomplishing the academic aims. As per requirement, the departments also arrange class tutorials for the students to enhance the teaching-learning process.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

11

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

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

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

6

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

3.4 - Extension Activities

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

Our college organizes a number of extension activities to promote

institute-neighborhood community to sensitize the students towards community needs. The students of the college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and Rovers and Rangers Units. Through these units, the college undertakes various extension activities in the neighbourhood community. The programmes such as NSS foundation day, Gandhi Jayanti, World AIDS day, Sparsh Ganga Diwas, programme on Single Use plastic Ban, plantation drive on the occasion of Harela Parva, run for unity on National Unity Day, Anti-worm Day, State Foundation Day, Rashtriya Yuva Diwas, Rashtriya Balika Diwas were conducted by NSS of the college. Five-day Nipun camp was undertaken by the Rovers & Rangers leaders of the college comprising 10 rovers and 12 rangers. Anti-drug Cell of the college conducted anti-drug awareness programme, anti-tobacco awareness and oath taking programme. Awareness programmes regarding Female Foeticide awareness, Forest Fire and Prevention, Prevention from COVID-19, Women Empowerment Extempore, Environmental Pollution: Challenges, Solution and Conservation, etc. were organized by the Arts faculty members of the college. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

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

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

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

1

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

3.4.3 - 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

3.4.3.1 - 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

9

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 during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

471

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)	No File Uploaded

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

1

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

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.

Our college is governed and managed by the Uttarakhand Government. The Directorate, Higher Education provides funds for Purchase and Maintenance of Academic and non academic facilities of the

college. Other funding agency available in our institution is RUSA. During the academic year the physical facilities of the college includes 14 classrooms, 01 computer lab, library building, 01 multipurpose conference/seminar hall, and 01 reading room.

Class rooms: Our college has adequate and spacious class rooms with proper ventilated infrastructure to facilitate teaching-learning process.

Technology-enabled learning facility: College has installed smart boards and projectors which facilitate the use of ICT in teaching-learning process. Internet connectivity is available.

Seminar room/hall: Our college has a well-furnished seminar hall for conducting seminars. The students are regularly promoted for active involvement in various events.

Laboratories: Well-equipped laboratories are also available in our college. There is one computer lab available having adequate computers and internet connectivity.

EDUSAT facility: The college also has a functional EDUSAT facility for video conferencing wherein video lectures are regularly telecasted.

Research: To promote better teaching and learning, the Institute has facilities like LCD projectors, smart board and audio-visual equipment through which webinars can be conducted. The college is also having an e-library facility.

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

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

The college takes pride in its comprehensive sports and fitness infrastructure. The college has a holistic health centre including a eight station Multigym machine for physical exercise, exercise bikes, pec-flyers, treadmill, cardio-machine, etc. in gymnasium hall. The college has its own playground which facilitates outdoor games like Volley ball, kho-kho, kabaddi, cricket and athletics

related events like long jump, high jump, discus throw, shot put, javelin throw, etc., and has a multipurpose hall for indoor games like table tennis, carom, chess, debate, etc. The college provides track suits, T-shirts, lowers for practice and other uniforms for participation in various events at college, university and national level to the sportspersons along with TA/DA, refreshments for participation in these events.

The institution also provides adequate facilities for cultural activities as student and faculty support amenities. A spacious fully-equipped multi-purpose seminar hall is available for the students to organize and participate in co-curricular, recreational and cultural activities. The college consists of well-equipped computer facility.

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

137.09174

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Our institution library is fully equipped with a reading room facility to meet academic and intellectual needs of the students, faculties, and research scholars. Library is automated using ILMS (Integrated Library Management System) software especially designed for the college libraries. Library is equipped with a computer for books circulation and cataloguing. The quality books and magazines are regularly purchased time-to-time. Additionally, the college has a e-library facility with automated books by using ILMS along with their bar coding.

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

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

4.83

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

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

43

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

4.3 - IT Infrastructure

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

The college has a well-developed IT infrastructure to meet the needs of students and faculty in order to improve teaching and learning. During the beginning of the year, the students were benefitted with the mobile tablets, which were distributed by the State Government. Our institute has 19 desktops computers available for students in the computer lab. Computers, laptops, scanners, copiers, and a projector are among the IT resources available at the college. The desktops are running on windows 10 operating systems. The main administrative block is being provided Wi-fi access. The EDUSAT facility is available where students get opportunity to listen to the lectures on various topics through video conferencing. Admissions of the students in our college are done online through the affiliating university portal. The college website and MIS are also maintained regularly with various updates of college details. The college also has smart boards facility and use of ICT is encouraged for teaching learning process.

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

4.3.2 - Number of Computers

26

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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

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)

0.29765

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)	No File Uploaded

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.

Our institution is governed and managed by the Uttarakhand Government and the Directorate of Higher Education, District administration and sometimes MLA and MPs provides funds for academic and non-academic facilities. The college maintains physical facilities by timely renovation and maintenance. Books are issued to the students for the entire term which helps the students for gaining knowledge and completing the syllabus. The college also has 04 classrooms with ICT facility through which teachers are able to impart their lectures. The college library is updated timely with new books as per the changes in the syllabus. For fulfilling this purpose, a book fair was organized by RUSA through which new books were purchased. A computer lab along with internet facility is also available for the faculty and students of the college. This year, our college has established a gymnasium comprising of an eight station Multigym machine for different physical exercises, exercise bikes, pec-flyers, treadmill, cardio-machine, etc. The sports facilities include outdoor games like Volley ball, kho-kho, kabaddi, cricket and athletics related events like long jump, high jump, discus throw, shot put, javelin throw, etc., and indoor games like table tennis, carom, chess, debate, etc. The College water tanks are cleaned annually. The College has a power generator for electricity maintenance. To conserve water, rainwater harvesting system has been developed in the college.

File Description	Documents
Upload any additional information	No File Uploaded
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

20

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)	No File Uploaded

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

0

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)	No File Uploaded

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

1

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

1

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

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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

1

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	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

28

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	No File Uploaded

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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 Academic Year 2021-22 was a mix of online college life and subsequent return to the campus. The irregular session at the level of university due to COVID-19 pandemic, the processes such as student admissions, examinations, etc. were held lately. So the student union/council was not created in the institution as per the guidelines of the state government followed. All the Arts Departments constitute Departmental Associations representing meritorious as well as weak students from all classes elected by students and presided by the Head of the Department. However, science faculties come under the Council of Science in the college. The Principal is the Patron of the association. Departmental association and council of science provide feedbacks on all aspects of the programme and respective course. They actively work for the promotion of academic excellence, organize curricular activities and extra-curricular activities.

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

4

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 institution has an active alumni association, though it is not registered. The alumni of the college remain in touch with it continuously. They participate and contribute significantly in all the activities and programmes. They take pride in being connected with their alma-mater and are always ready to offer intellectual and social help to the institution.

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

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

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

With status of Post Graduate College, the college is expected to develop as a research centre. Beside academic courses at graduate, Post Graduate level and various job oriented professional courses are also running in the College. The students of college are rising flags in NSS, sports and other fields.

Vision of College: A national recognized centre of higher education, research, extension and training and consultancy in diversified areas making it a knowledge hub popularly known for its reputation in quality that realize the people to know and utilize their full potential and deep sense of professional ethics in national development.

Mission of College: Development of the manpower by creation and dissemination of knowledge and skill in conventional and frontier areas through state of art teaching and learning, research, extension and consultancy with a high level of competence and deep sense of ethics committed to excellence, promotion of art, science and culture in order to make Uttarakhand knowledge state contributing significantly in national development.

Objectives: 1.Integration of pedagogy as part of teaching; 2.Efforts to increase in teaching days; 3.Growth of major/minor research projects; 4.Maximum efforts to get financial assistant from various agencies; 5.Computer literacy to the students and use of technology in office management.

File Description	Documents
Paste link for additional information	Nil
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.

Government P. G. College, Kunidhar, Manila (Almora) completely follows the decentralization and participative management in following steps: 1. Directorate of Higher Education, Uttarakhand Government; 2. Principal, Government P. G. College, Kunidhar, Manila; 3. IQAC coordinator of the college; 4. HODs of all departments; 5. Heads of curricular, co-curricular committees, statutory committees of the college. They all lead collectively for establishing a conducive academic atmosphere in the institution.

Heads of different departments prepare prospective workload for next academic year on the basis of current student strength.

In every academic session, admission committees are formed to conduct admissions of different courses. Committee members follow the admission rules and help students to select the proper subjects and courses. They give the information to the students about career options and conduct the counselling sessions. They verify the admission form and provide guidance to the students.

The principal revises various committees of the teachers for every academic year and assigns them different responsibilities for smooth functioning of the teaching-learning process and extracurricular activities. The committees like the IQAC, Admission Committee, Time Table Committee, Examination Committee, Cultural Committee, Sports Committee, NSS Committee, etc. perform the assigned duties and responsibilities by involving a maximum number of teachers.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Flowing from the Vision and Mission Statement of Government P. G. College, Kunidhar, Manila (Almora) the strategic action plan (2021-2022), the perspective plans envision the accretion of infrastructure corresponding with the potential increase in

students intake and courses. The institution has effectively contributed to the overall academic development through the following areas of activities: 1. Curricular Planning and Implementation; 2. Teaching- Learning Processes; 3. Research, Collaboration and Extension Activities; 4. Academic Infrastructural Facilities; 5. Student Support Activities and Student Progression; 6. Internal Quality Assurance System; 7. Institutional Values and Best Practices; 8. Governance, Leadership and Management.

The curriculum is designed and developed by the affiliating university through board of studies. The college adopts syllabi and academic guidelines provided by Kumaun University, Nainital as well as SSJU, Almora.

Lecture schedule of all departments for the whole session is prepared at the beginning of the session and is displayed on the notice boards. Modern tools of teaching aids such as Interactive boards, computers, LCD projectors etc are also used for effective presentations. Even during and after Covid-19 pandemic, the teaching learning process was conducted through online mode by E-content.

The faculty members are involved in paper setting of their subjects for the parent universities as well as other universities.

The college follows the evaluation system designed and developed by the affiliating universities to measure student's achievements during examinations.

The above mentioned plan of actions of the college and the action taken are also been reported annually in the AQARs.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
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 functional organization of college is divided into two parts, i.e., Academic and Administrative. The Administration of the institution involves active participation of the IQAC, Principal, Coordinators of faculty, Head of the departments, teaching and non-teaching staff. All these management committees formulate the policy decisions like admissions of students, infrastructure, learning and financial management. The Principal in consultation with the IQAC, Coordinators of faculty, Head of the departments and coordinators take administrative decisions necessary for the effective functioning of the institute.

Besides this, the Principal is also the academic head, ensuring the proper conduct of all the academic, research and extension activities. The co-curricular wings like NSS and Rovers & Rangers are managed by the faculty members on rotational basis so that everyone develops leadership qualities and skills by participating in various committees and cells.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Our college follows the State government's guidelines for the welfare of teaching and non-teaching staff, which provides full pension scheme, golden health card, insurance policy, GPF, SGHS, HRA, Hill allowance and NPS facility to the employees. In case of death, pension along with job security of any one of the dependent is also provided by the government. The state government gives Medical Leaves, Earn leave, Study leave, Maternity and Child care leaves to its employees and scholarships to the reserve category students. The college grants Casual leave to the staff for personal work, and Special leave for attending Refresher Course/ Orientation Program/Seminars/Study etc. The Faculty members are encouraged for research and publications for their career advancement as per UGC regulations. Free Wi-Fi facility, separate cabins/workspaces, separate reading and computer space in the library is provided to all staff.

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)	No File Uploaded

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

0

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)	No File Uploaded

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

6

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 institution has a Performance Appraisal System for teaching and non- teaching staff. Every year in the month of April, each

teacher of the college has to fill a form (Confidential Report Performa) containing information about the result of the papers taught during the academic session, administrative and extra-curricular duties performed, research projects completed, books/research papers published, workshops/seminars/conferences attended, papers presented, awards/felicitations won and achievements earned. The Principal verifies the information and gives a grade on basis of the teacher's performance. This Report then is sent to the Directorate of Higher Education. A copy of this appraisal (confidential report) is made available to the concerned teacher. The teachers have to fill the Annual Appraisal Form too to inform the department about their duties, performance, achievements and contributions. This annual performance based appraisal form is verified and forwarded by the principal to the Directorate of Higher Education. It forms the basis for promotion of the teachers at various levels of their teaching career. The non-teaching staff also fills CR form and the Principal gives a grade on the basis of their performance.

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 Internal Audit Committee consisting of faculty members conducts an internal audit of the accounts section and part of the administrative section. The committee checks all account books, records and entries, and makes certain recommendations based on their study. After receiving the audit suggestions, the Principal and the concerned staff discuss them in detail and resolve the errors. There after, a compliance report is composed detailing the audit findings and their responses. External auditors appointed by Accountants General Uttarakhand verify all the account books including financial ledger, cash book, guard files, etc. on regular basis and provide inputs to incorporate the required changes, if any, as per the statutory requirements.

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	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Our institution is fully funded by the state government and receives annual financial assistance under different heads, viz., salary, contingency, T.A., furniture, purchase of books and equipment, maintenance, chemicals, computer purchase, computer maintenance, small construction, scholarship, machine decoration, telephone, electricity related expenditures, miscellaneous, etc. The fund is utilized as per government rules and various directions obtained from the directorate. The policy of investment is generally based on the policy given by a constituted institutional committee on that subject and finally finalized by the Principal. Mobilization of funds is important for the institution through various channels/steps according Uttarakhnad Government Procurement Rule-2017 and Government E-Market place. Further, funds have been received from UGC as block grants for development. The institution also generates some funds from the students in the form of fees such as tuition fees, admission fees, development fees, sports fees, laboratory fees (for practical subjects only), reading room fees, college magazine fees, student union fees, cultural council fees, identity card

fees, caution money (at the time of the first admission), practical/ viva-voce fees per subject, exam fees, etc. The College has also received financial assistance from M.L.A. and M.P. of the region for development of the infrastructural facilities.

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

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 IQAC committee in the college is formally established as per the UGC mandates to institutionalise the sustenance and assurance for quality of the institution. IQAC facilitates and supervises the process of promotion of faculty members under Career Advancement Scheme. IQAC encourages faculty members to organize and participate conferences, seminars and workshops in association with departments/societies to ensure knowledge enhancement and inter-disciplinary collaboration. IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders. Every teacher is expected to submit a work done report periodically to IQAC nodal on teaching learning process and cocurricular and extracurricular activity to fill annual Performance Based Appraisal Form for API verification.

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 institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC as per norms and recorded incremental improvement in various activities. Teaching-learning process is carried out as per academic calendar. The teaching plans are made

at the beginning of the academic year. Academic Calendar is displayed, circulated in the institute and strictly followed. IQAC encourages the formation of a student-centric environment by following the feedback from the Students, Parents, Alumni and Teachers. The institute applies various student-centric methods such as classroom seminars, field visits, group discussion, etc. The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. Departments are instructed to prepare Time-Table, Programme structure, and communicate syllabi of the courses before the semester or year commences. IQAC has taken following initiatives in this academic year:

1. Promotion of research activities;
2. To enhance ICT facilities for taking care of online teaching;
3. To promote sanitization and social distancing in college campus;
4. Review of online teaching done by various departments and difficulties faced by faculty members and students;
5. To organise cleanness programmes by Rovers & Rangers and NSS;
6. To enhance internet bandwidth in the college campus.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

Our college has taken various initiatives and activities to give equal status & opportunities to the students. No discrimination is done on the basis of religion, Caste, Gender, Disability in admission process. Various committees such as Sexual Harassment Prevention Committee, Student Development Cell and Anti-ragging Committee are actively working and monitoring the day today activities.

In order to create gender equality amongst the students, following programmes and activities were organized during the year:

1.Rashtriya Balika Diwas was celebrated on January 24, 2022 by NSS unit of the college.

2.Awareness programmes regarding Beti Bachao Beti Padhao and Female Foeticide Protection were organized on April 28, 2022 by the faculty of Arts.

3.Women Empowerment Extemporewas conducted on April 27, 2022 by the faculty of Arts.

The institution had a dedicated Career Counselling Cell for the students to take care of their social and cognitive development. Personal Counselling is provided to the students at different levels.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

To maintain an eco-friendly campus is the prime priority of our institute. Solid waste is collected in dustbins kept at several places. The leaf litter, twigs of the plants used for practical use in the Botany department are collected and subjected to composting. The college has the practice to use one-sided printed paper for internal communication and use reused papers in the institution. Extra waste papers, rough papers, old answer scripts, newspapers and papers used for administrative purposes were regularly collected and sold to scrap vendors for its recycling from time to time. Teachers often educate and aware their students about waste management. Creating awareness to control waste generation during events and daily basis has been practiced. Waste water from toilets were channelized to septic tanks. Students and staff were encouraged to avoid use of plastic.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

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 C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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: C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
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 D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Our institute always puts effort into creating harmony between

society and culture to reduce inequality. The institute organized the different activities in the academic year 2021-22. Anti-drug Cell of the college organized anti-drug awareness programme on December 21, 2021; and anti-tobacco awareness programme on April 29, 2022; and Anti-tobacco oath taking programme on May 31, 2022. Azadi ka Amrit Mahotsava was a mega event in which each department of the college showcased its unique subject specific achievements and skills. NSS and different departments and cells of our college are dedicated to elevate different cultural activities and pave the way towards meaningful social life. Students were encouraged to participate in various curricular and cocurricular activities to create a platform to share their ideologies and resolve issues with collective accountability. Thus, students were made aware to feel their social responsibilities with greater care and concern.

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

Our institution sensitizes the students and employees regarding constitutional obligation values, rights, duties and responsibilities of citizenship. Constitution Day was celebrated on November 26, 2021. On this occasion, voter's awareness as well as voters' Id cards of the students were generated in our college with the help of local administration. Students participated in International Yoga Day on June 21, 2022 to raise awareness of many benefits of Yoga. Students celebrated the day with faculty members by doing various asans/exercises for soothing their body and mind. A national webinar was organized by the council of science of the college with collaboration of NEEV on the topic "Climate Change and Green technological Approaches for Adaptation" on July 31, 2021. Programmes NSS foundation day, Gandhi Jayanti, World AIDS day, Sparsh Ganga Diwas, programme on Single Use plastic Ban, plantation drive on the occasion of Harela Parva, run for unity on National Unity Day, Anti-worm Day, State Foundation Day, Rashtriya Yuva Diwas, Rashtriya Balika Diwas were conducted by NSS of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

The college and its departments, societies and clubs celebrate days of national and international importance, festivals and events. Many events are celebrated to help the students to remember the rich tradition of our country as well as being aware of the struggle that led us to enjoy our freedom today.

Independence Day Every year for paying homage to the heroes of our country, we celebrate the Independence Day. The event is graced by eminent personalities. Events and competitions are also conducted

to instil the feeling of patriotism among students.

Gandhi Jayanti Gandhi Jayanti is celebrated in the institution to inspire the students and staff to follow the path of truth and non violence. Events viz., speech, play, songs, etc. are organized for reflecting the life and principle of Mahatma Gandhi.

Republic Day Every year we celebrate Republic Day to commemorate the adoption of constitution of India.The heroes of the nation are remembered and memorialized.

College celebrated "Martyrs' Day" on January 30, 2021 to observe death anniversary of Mahatma Gandhi via paying tribute to Mahatma Gandhi by offering flowers and speech by the students, teachers and head of the institution.

International Women's Day We celebrate Women's Day for recognizing and celebrating achievements, diverse dreams and desires of women across the world and marks a call to action for accelerating women's equality.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

1. Our college has always prioritised on adoption of eco-friendly and green practices to transform campus into green, pollution-free and energy-efficient one and to inculcate values of caring towards our nature and environment among the students. The practices that have been adopted over the years are rainwater harvesting, solar/LED/sensor-based lights, paper recycling and reduced plastic-use, etc.

2. The college regularly conducts career-oriented lectures for our students by the faculties to ignite the and promote the job needs

in them. Besides this, the college also runs two diploma courses namely Diploma in Tourism and Diploma in Journalism.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

We believe that the college life is not all about academics, games, friends, and fun. It is also about learning to interact with other people, being aware of social, environmental and gender issues, and inequities in the society. We provide an opportunity to every student to contribute to make the society in which they live a better place and to grow as better individuals. Our institution provides scholarships to SC/ST/OBC students so that they can afford educational expenses and continue with their studies. Different designated cells like NSS and Anti-drug Cell conduct awareness programmes and other activities to provide students with a broader perspective to play a role in society. Faculty members and students of the college are encouraged to carry out various social outreach programmes. The institution has promoted green environment such as energy conservation, usage of LED bulbs, tree plantation, awareness programmes, etc. To empower students, we ensure that proper guidance is provided to students in order to help them acquire excellence in various fields not only with regard to their academics but also in various aspect of life in general, thus preparing them to face all sorts of daily and global challenges.

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

Government Post Graduate College, Kunidhar, Manila (Almora) is a constituent college Kumaun University as well as SSJ University, Almora. The college as such follows pre-determined syllabi set by the both parent universities. The college innovates within these established academic structures, and committed to providing holistic development for its students. The academic processes are streamlined with timetables, workloads given and other supporting administrative tasks for advancement of teaching sessions. Departmental reports are collated from the faculty members at the end of each academic session that document the academic and extracurricular work undertaken by the department annually or semester-wise, and thereby compiling its response in a systematic manner.

The curriculum delivery took place in online as well as offline modes in our college. Through a number of curriculum delivery methods like classroom teaching, power point presentations, quizzes, debates, seminars/webinars, group discussions, academic tests, practical classes, assignments etc. The students are exposed to a variety of pedagogical practices, which help them develop analytical skills. Our college library is enriched with books according the syllabi. The laboratories are upgraded as per requirement of the curriculum.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Being a constituent college of the Kumaun University, Nainital and SSJ University, Almora, our college follows the academic calendar issued by the Uttarakhand government at the beginning of the academic year. It clearly delineates a schedule for

teaching, examination, semester break and vacations, that is strictly followed by the college to ensure smooth and efficient functioning of its teaching and administrative processes. Within the same framework, the college also prepares its own academic calendar of events and vacation breaks before the commencement of the academic session and the same is communicated to all.

The current academic session faced uncertainty due to COVID -19 Pandemic. The exams scheduled for April-May 2021, were held in Sep.-Oct. 2021; and admission process for new classes, also started in September. In this phase of extreme uncertainty, the academic activities were organized according State Government and Kumaun University and SSJU, Almora guidelines, as the pandemic was a universal threat for human existence.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

C. Any 2 of the above

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

0

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)	No File Uploaded

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)

2

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

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

1.3 - Curriculum Enrichment

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

Our college organizes various lectures regarding personality

development programmes through career counselling and placement cell to make students a responsible citizen of a nation. All the faculty members make students aware about the basic components of the environment and their applications in different fields. Our college organizes various activities like tree plantation, Swatch Bharat Abhiyan, anti-drug and AIDS awareness, environmental conservation under NSS, and Anti-drug Cell. Some points have also been attached in the form of PDF file.

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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
Institutional Data in Prescribed Format	No File Uploaded

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

3

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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**

B. Any 3 of the above

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

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 students admitted during the year

375

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

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

74

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

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

Students from various socio-economic backgrounds get admission in the college; and therefore contribute to the diverse range of its cultural capital. The college takes all possible measures to assess the aptitude, difficulty levels and learning output of the students. In this endeavor, they are counseled at the time of admission to make right choice of subjects and to ensure their success in their respective course. Simultaneously, they are informed, guided and oriented about available courses, mode of internal and external assessment, facilities like books, infrastructure and human resource; curricular and co-curricular activities, as well as the rules and regulations of the college. Teachers provide extra reading and reference material to those students who wish to enhance their knowledge and appear for the competitive exams. Bilingual explanations and discussions are done in the class for the slow learners, so that they can be brought at par with the rest of the class. Academic and career-related counselling is given to the students from time-to-time by our teachers for improving their overall personality. Further, all students of the college are encouraged to upgrade their knowledge skills through the classes of various disciplines from the expert resource persons provided by the EDUSAT system installed in our college.

Students are given recognition for their achievements at various forums in terms of trophies, appreciation certificates and scholarships.

File Description	Documents
Paste 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
375	15

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

Government Post Graduate College, Kunidhar, Manila (Almora) puts conscious efforts to enable the students to realize their potential and evolve as good citizens of society. The college is equipped with rich support system for students like Library, Computer Lab, Reading room, and Smart Classrooms. Students are trained for Basic Life skills, Self Defense, Cleanliness, Personal Hygiene, Sanitation, Environmental and educational awareness, as well as Poverty elimination under the banner of NSS, NCC and Rovers-Rangers. Beyond the classroom, college gives utmost importance to the all-round personality development of students through extra-curricular, cocurricular and field-based activities. The objective of the whole exercise is to enable students to learn from real life situations and get empowered from such experiences. College level competitions like quiz, PPTs, models and poster making give extra exposure to students to show their creativity and their knowledge. Well-equipped experiential science labs for graduation level students are created to familiarize them with the actual working environment. The college employs an interactive approach through discussions, debates, oral presentations to encourage greater participation and interactive learning.

Assignments are given in all practical subjects to encourage teamwork and participative learning among the students. Curricular education, camps, and sports are organized for the students to enhance their experiential learning as part of their training to become good learners.

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 ICT technology played a crucial role in enabling the education system sustain in a very powerful way. Our institution provides a rich learning experience to its students through the use of Information and Communication Technology (ICT). The various ICT tools like Internet, Projector, AVs, Presentations, etc. allow new ways of learning for students and teachers and help both of them to interact in a more fruitful manner. Different online sources, sites and links, You Tube, E-mails, Google classroom, Google meet, and WhatsApp groups were used for sharing information, study material and syllabus; uploading assignments and tests, making important announcements and addressing queries of students. Our college also receives online feedbacks from the students, parents, alumni and faculty members. The electronics experiments of the department of physics for UG students are conducted through MULTISIM-14 software.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
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

10

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 Template)	No File Uploaded

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

32

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

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.

There is a provision of 25% marks (in each paper) for continuous internal assessment in PG subjects as per the guidelines suggested by the affiliated parent universities. All the teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The breakup of Internal Assessment as prescribed by the universities is as follows: 10% through Class Tests and Tutorials; 10% through Assignments, Projects and Presentations; 5% through Attendance. This system of evaluation includes different evaluation techniques such as class tests, quizzes, presentations, assignments, viva-voce, etc. The university guidelines are strictly followed for the evaluation of assignments, uploading marks on the web portal of the university, and submitting the hard copy of the same in the exam section of the college, as well as the university. Hence, the students are assessed on a continuous basis, keeping these broad guidelines in mind. During the pandemic all teachers adhered to the directions issued by the university with regards to internal assessment of students and also followed the revised guidelines post the re-opening of the University.

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

The grievances related to the internal examinations are received after declaration of results by Kumaun University and SSJ University. If any error is pointed out by the students in their results such as misprinting of subjects, attendance sheets marks of the internal assessment, error in the information related to their name, father's name or date of birth, etc. is addressed immediately. The corrected information is then forwarded to the university by the convener of examination committee of the college. In case of any grievance, the college collects the applications from the related students on the prescribed forms and forwards it to the affiliated university. The marks of internal examinations are sent to the university by filling them on the prescribed university portal. If the student concerned is not satisfied by the procedure mentioned above, they may meet the Controller of Examination of the College or the Principal or the Controller of Examination of the affiliated university. Hence, the college employs a robust multi-tiered mechanism to ensure transparency and objectivity in dealing with grievances related to internal examinations.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Our institution offers the programmes and courses as per the guidelines prescribed by the parent universities. The affiliating university designs syllabi and lays down programme and course outcomes. The recommendations and guidelines of the university in this respect are duly complied. The class-room teaching and assessment methods by faculty members effectively incorporate POs and COs. The COs and POs are displayed on the college website to provide clarity to the students about the purpose of pursuing the courses and programmes.

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

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

College works towards ensuring attainment of Programme Outcomes (POs) and Course Outcomes (COs) and undertakes regular evaluation of attainment of intended-outcomes. The college follows a systematic process of collecting and evaluating data. Assessment is done through end-semester exams, assignments, presentations, viva-voce and practical exams, depending on the nature of the subject and course. The POs and COs are evaluated by the institution in direct and indirect manner. Direct evaluation includes internal assessment having 25% weightage of marks; whereas in indirect method, we are bound to the affiliating university examination guidelines, which includes 75% weightage of marks at the end of the academic session examination conducted by the university. The attainment of programme outcomes and course outcomes are also evaluated through the feedback received from students, their parents, the teachers, and the alumni of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
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

105

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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)

https://gpgcmanila.in/uploads/files/shares/SSS_2021-22.pdf

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 /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

3.1.3.1 - 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college has worked relentlessly to create an ecosystem for innovation, creation and transfer of knowledge. The activities undertaken by several student societies have created an ecosystem for innovations and other initiatives for the creation and transfer of knowledge. Most important among these are NSS, Career Counselling, and Anti-drug Cell, which organize various awareness activities and campaigns for the students. The faculty members adopt student-centric learning by focusing on significance of course and its application. In Traditional lecture methods participation of students are observed through question-answering after lecture. Apart from the traditional classroom teaching, college use the multimedia teaching aids like over head projector, LCD projector for power point presentations. The departments create the whatsapp groups for their respective class students. In these groups study material, notices provided by the concern teacher. Students are

advised to share their contact details and E-mail id with their respective teachers so that social network is created for accomplishing the academic aims. As per requirement, the departments also arrange class tutorials for the students to enhance the teaching-learning process.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide, title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

11

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

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

6

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

3.4 - Extension Activities

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

Our college organizes a number of extension activities to promote institute-neighborhood community to sensitize the students towards community needs. The students of the college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and Rovers and Rangers Units. Through these units, the college undertakes various extension activities in the neighbourhood community. The programmes such as NSS foundation day, Gandhi Jayanti, World AIDS day, Sparsh Ganga Diwas, programme on Single Use plastic Ban, plantation drive on the occasion of Harela Parva, run for unity on National Unity Day, Anti-worm Day, State Foundation Day, Rashtriya Yuva Diwas, Rashtriya Balika Diwas were conducted by

NSS of the college. Five-day Nipun camp was undertaken by the Rovers & Rangers leaders of the college comprising 10 rovers and 12 rangers. Anti-drug Cell of the college conducted anti-drug awareness programme, anti-tobacco awareness and oath taking programme. Awareness programmes regarding Female Foeticide awareness, Forest Fire and Prevention, Prevention from COVID-19, Women Empowerment Extempore, Environmental Pollution: Challenges, Solution and Conservation, etc. were organized by the Arts faculty members of the college. All these mentioned activities have positive impact on the students and it developed student community relationship, leadership skill and self confidence of students. It also helped in cultivating hidden personality of students and created awareness among students.

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

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

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

1

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

3.4.3 - 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

3.4.3.1 - 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

9	
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 during the year (Data Template)	View File
3.4.4 - Number of students participating in extension activities at 3.4.3. above during year	
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year	
471	
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)	No File Uploaded
3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
0	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

1

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

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.

Our college is governed and managed by the Uttarakhand Government. The Directorate, Higher Education provides funds for Purchase and Maintenance of Academic and non academic facilities of the college. Other funding agency available in our institution is RUSA. During the academic year the physical facilities of the college includes 14 classrooms, 01 computer lab, library building, 01 multipurpose conference/seminar hall, and 01 reading room.

Class rooms: Our college has adequate and spacious class rooms with proper ventilated infrastructure to facilitate teaching-learning process.

Technology-enabled learning facility: College has installed smart boards and projectors which facilitate the use of ICT in teaching-learning process. Internet connectivity is available.

Seminar room/hall: Our college has a well-furnished seminar hall for conducting seminars. The students are regularly promoted for active involvement in various events.

Laboratories: Well-equipped laboratories are also available in our college. There is one computer lab available having adequate computers and internet connectivity.

EDUSAT facility: The college also has a functional EDUSAT facility for video conferencing wherein video lectures are regularly telecasted.

Research: To promote better teaching and learning, the Institute has facilities like LCD projectors, smart board and audio-visual equipment through which webinars can be conducted. The college is also having an e-library facility.

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

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

The college takes pride in its comprehensive sports and fitness infrastructure. The college has a holistic health centre including a eight station Multigym machine for physical exercise, exercise bikes, pec-flyers, treadmill, cardio-machine, etc. in gymnasium hall. The college has its own playground which facilitates outdoor games like Volley ball, kho-kho, kabaddi, cricket and athletics related events like long jump, high jump, discus throw, shot put, javelin throw, etc., and has a multipurpose hall for indoor games like table tennis, carom, chess, debate, etc. The college provides track suits, T-shirts, lowers for practice and other uniforms for participation in various events at college, university and national level to the sportspersons along with TA/DA, refreshments for participation in these events.

The institution also provides adequate facilities for cultural activities as student and faculty support amenities. A spacious fully-equipped multi-purpose seminar hall is available for the students to organize and participate in co-curricular, recreational and cultural activities. The college consists of well-equipped computer facility.

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

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

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

137.09174

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Our institution library is fully equipped with a reading room facility to meet academic and intellectual needs of

the students, faculties, and research scholars. Library is automated using ILMS (Integrated Library Management System) software especially designed for the college libraries. Library is equipped with a computer for books circulation and cataloguing. The quality books and magazines are regularly purchased time-to-time. Additionally, the college has a e-library facility with automated books by using ILMS along with their bar coding.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

4.83

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

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**

43

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college has a well-developed IT infrastructure to meet the needs of students and faculty in order to improve teaching and learning. During the beginning of the year, the students were benefitted with the mobile tablets, which were distributed by the State Government. Our institute has 19 desktops computers available for students in the computer lab. Computers, laptops, scanners, copiers, and a projector are among the IT resources available at the college. The desktops are running on windows 10 operating systems. The main administrative block is being provided Wi-fi access. The EDUSAT facility is available where students get opportunity to listen to the lectures on various topics through video conferencing. Admissions of the students in our college are done online through the affiliating university portal. The college website and MIS are also maintained regularly with various updates of college details. The college also has smart boards facility and use of ICT is encouraged for teaching learning process.

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

4.3.2 - Number of Computers

26

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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

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)

0.29765

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)	No File Uploaded

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.

Our institution is governed and managed by the Uttarakhand Government and the Directorate of Higher Education, District administration and sometimes MLA and MPs provides funds for academic and non-academic facilities. The college maintains physical facilities by timely renovation and maintenance. Books are issued to the students for the entire term which helps the

students for gaining knowledge and completing the syllabus. The college also has 04classrooms with ICT facility through which teachers are able to impart their lectures. The college library is updated timely with new books as per the changes in the syllabus. For fulfilling this purpose, a book fair was organized by RUSA through which new books were purchased. A computer lab along with internet facility is also available for the faculty and students of the college. This year, our college has established a gymnasium comprising of an eight station Multigym machine for different physical exercises, exercise bikes, pec-flyers, treadmill, cardio-machine, etc. The sports facilities include outdoor games like Volley ball, kho-kho, kabaddi, cricket and athletics related events like long jump, high jump, discus throw, shot put, javelin throw, etc., and indoor games like table tennis, carom, chess, debate, etc. The College water tanks are cleaned annually. The College has a power generator for electricity maintenance. To conserve water, rainwater harvesting system has been developed in the college.

File Description	Documents
Upload any additional information	No File Uploaded
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

20

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)	No File Uploaded

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

0

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)	No File Uploaded

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
1	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
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	B. Any 3 of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
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	

1	
File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	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	
28	
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	No File Uploaded
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	
0	
File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
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)	No File Uploaded

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 Academic Year 2021-22 was a mix of online college life and subsequent return to the campus. The irregular session at the level of university due to COVID-19 pandemic, the processes such as student admissions, examinations, etc. were held lately. So the student union/council was not created in the institution as per the guidelines of the state government followed. All the Arts Departments constitute Departmental Associations representing meritorious as well as weak students from all classes elected by students and presided by the Head of the Department. However, science faculties come under the Council of Science in the college. The Principal is the Patron of the association. Departmental association and council of science provide feedbacks on all aspects of the programme and respective course. They actively work for the promotion of academic excellence, organize curricular activities and extra-curricular activities.

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

4

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 institution has an active alumni association, though it is not registered. The alumni of the college remain in touch with it continuously. They participate and contribute significantly in all the activities and programmes. They take pride in being connected with their alma-mater and are always ready to offer intellectual and social help to the institution.

File Description	Documents
Paste link for additional information	Nil
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

With status of Post Graduate College, the college is expected to develop as a research centre. Beside academic courses at graduate, Post Graduate level and various job oriented professional courses are also running in the College. The students of college are rising flags in NSS, sports and other fields.

Vision of College: A national recognized centre of higher education, research, extension and training and consultancy in diversified areas making it a knowledge hub popularly known for its reputation in quality that realize the people to know and utilize their full potential and deep sense of professional ethics in national development.

Mission of College: Development of the manpower by creation and dissemination of knowledge and skill in conventional and frontier areas through state of art teaching and learning, research, extension and consultancy with a high level of competence and deep sense of ethics committed to excellence, promotion of art, science and culture in order to make Uttarakhand knowledge state contributing significantly in national development.

Objectives: 1.Integration of pedagogy as part of teaching; 2.Efforts to increase in teaching days; 3.Growth of major/minor research projects; 4.Maximum efforts to get financial assistant from various agencies; 5.Computer literacy to the students and use of technology in office management.

File Description	Documents
Paste link for additional information	Nil
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.

Government P. G. College, Kunidhar, Manila (Almora) completely follows the decentralization and participative management in following steps: 1. Directorate of Higher Education, Uttarakhand Government; 2. Principal, Government P. G. College, Kunidhar, Manila; 3. IQAC coordinator of the college; 4. HODs of all departments; 5. Heads of curricular, co-curricular committees, statutory committees of the college. They all lead collectively for establishing a conducive academic atmosphere in the institution.

Heads of different departments prepare prospective workload for next academic year on the basis of current student strength.

In every academic session, admission committees are formed to conduct admissions of different courses. Committee members follow the admission rules and help students to select the proper subjects and courses. They give the information to the students about career options and conduct the counselling sessions. They verify the admission form and provide guidance to the students.

The principal revises various committees of the teachers for every academic year and assigns them different responsibilities for smooth functioning of the teaching-learning process and extracurricular activities. The committees like the IQAC, Admission Committee, Time Table Committee, Examination Committee, Cultural Committee, Sports Committee, NSS Committee, etc. perform the assigned duties and responsibilities by involving a maximum number of teachers.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Flowing from the Vision and Mission Statement of Government P. G. College, Kunidhar, Manila (Almora) the strategic action plan (2021-2022), the perspective plans envision the accretion of infrastructure corresponding with the potential increase in students intake and courses. The institution has effectively contributed to the overall academic development through the following areas of activities: 1. Curricular Planning and Implementation; 2. Teaching- Learning Processes; 3. Research, Collaboration and Extension Activities; 4. Academic Infrastructural Facilities; 5. Student Support Activities and Student Progression; 6. Internal Quality Assurance System; 7. Institutional Values and Best Practices; 8. Governance, Leadership and Management.

The curriculum is designed and developed by the affiliating university through board of studies. The college adopts syllabi and academic guidelines provided by Kumaun University, Nainital as well as SSJU, Almora.

Lecture schedule of all departments for the whole session is prepared at the beginning of the session and is displayed on the notice boards. Modern tools of teaching aids such as Interactive boards, computers, LCD projectors etc are also used for effective presentations. Even during and after Covid-19 pandemic, the teaching learning process was conducted through online mode by E-content.

The faculty members are involved in paper setting of their subjects for the parent universities as well as other universities.

The college follows the evaluation system designed and developed by the affiliating universities to measure student's achievements during examinations.

The above mentioned plan of actions of the college and the action taken are also been reported annually in the AQARs.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
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 functional organization of college is divided into two parts, i.e., Academic and Administrative. The Administration of the institution involves active participation of the IQAC, Principal, Coordinators of faculty, Head of the departments, teaching and non-teaching staff. All these management committees formulate the policy decisions like admissions of students, infrastructure, learning and financial management. The Principal in consultation with the IQAC, Coordinators of faculty, Head of the departments and coordinators take administrative decisions necessary for the effective functioning of the institute.

Besides this, the Principal is also the academic head, ensuring the proper conduct of all the academic, research and extension activities. The co-curricular wings like NSS and Rovers & Rangers are managed by the faculty members on rotational basis so that everyone develops leadership qualities and skills by participating in various committees and cells.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Our college follows the State government's guidelines for the welfare of teaching and non-teaching staff, which provides full pension scheme, golden health card, insurance policy, GPF, SGHS, HRA, Hill allowance and NPS facility to the employees. In case of death, pension along with job security of any one of the dependent is also provided by the government. The state government gives Medical Leaves, Earn leave, Study leave, Maternity and Child care leaves to its employees and scholarships to the reserve category students. The college grants Casual leave to the staff for personal work, and Special leave for attending Refresher Course/ Orientation Program/Seminars/Study etc. The Faculty members are encouraged for research and publications for their career advancement as per UGC regulations. Free Wi-Fi facility, separate cabins/workspaces, separate reading and computer space in the library is provided to all staff.

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)	No File Uploaded

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

0

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)	No File Uploaded

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

6

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 institution has a Performance Appraisal System for teaching and non- teaching staff. Every year in the month of April, each teacher of the college has to fill a form (Confidential Report Performa) containing information about the result of the papers taught during the academic session, administrative and extra-curricular duties performed, research projects completed, books/research papers published, workshops/seminars/conferences attended, papers presented, awards/felicitations won and achievements earned. The Principal verifies the information and gives a grade on basis of the teacher's performance. This Report then is sent to the Directorate of Higher Education. A copy of this appraisal (confidential report) is made available to the concerned teacher. The teachers have to fill the Annual Appraisal Form too to inform the department about their duties, performance, achievements and contributions. This annual performance based appraisal form is verified and forwarded by the principal to the Directorate of Higher Education. It forms the basis for promotion of the teachers at various levels of their teaching career. The non-teaching staff also fills CR form and the Principal gives a grade on the basis of their performance.

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 Internal Audit Committee consisting of faculty members conducts an internal audit of the accounts section and part of the administrative section. The committee checks all account books, records and entries, and makes certain recommendations based on their study. After receiving the audit suggestions, the Principal and the concerned staff discuss them in detail and resolve the errors. There after, a compliance report is composed detailing the audit findings and their responses. External auditors appointed by Accountants General Uttarakhand verify all the account books including financial ledger, cash book, guard files, etc. on regular basis and provide inputs to incorporate the required changes, if any, as per the statutory requirements.

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	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

Our institution is fully funded by the state government and

receives annual financial assistance under different heads, viz., salary, contingency, T.A., furniture, purchase of books and equipment, maintenance, chemicals, computer purchase, computer maintenance, small construction, scholarship, machine decoration, telephone, electricity related expenditures, miscellaneous, etc. The fund is utilized as per government rules and various directions obtained from the directorate. The policy of investment is generally based on the policy given by a constituted institutional committee on that subject and finally finalized by the Principal. Mobilization of funds is important for the institution through various channels/steps according Uttarakhnad Government Procurement Rule-2017 and Government E-Market place. Further, funds have been received from UGC as block grants for development. The institution also generates some funds from the students in the form of fees such as tuition fees, admission fees, development fees, sports fees, laboratory fees (for practical subjects only), reading room fees, college magazine fees, student union fees, cultural council fees, identity card fees, caution money (at the time of the first admission), practical/ viva-voce fees per subject, exam fees, etc. The College has also received financial assistance from M.L.A. and M.P. of the region for development of the infrastructural facilities.

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

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 IQAC committee in the college is formally established as per the UGC mandates to institutionalise the sustenance and assurance for quality of the institution. IQAC facilitates and supervises the process of promotion of faculty members under Career Advancement Scheme. IQAC encourages faculty members to organize and participate conferences, seminars and workshops in association with departments/societies to ensure knowledge enhancement and inter-disciplinary collaboration. IQAC has constituted a feedback committee which seeks feedback regularly from all stakeholders. Every teacher is expected to submit a work done report periodically to IQAC nodal on teaching

learning process and cocurricular and extracurricular activity to fill annual Performance Based Appraisal Form for API verification.

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 institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC as per norms and recorded incremental improvement in various activities. Teaching-learning process is carried out as per academic calendar. The teaching plans are made at the beginning of the academic year. Academic Calendar is displayed, circulated in the institute and strictly followed. IQAC encourages the formation of a student-centric environment by following the feedback from the Students, Parents, Alumni and Teachers. The institute applies various student-centric methods such as classroom seminars, field visits, group discussion, etc. The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. Departments are instructed to prepare Time-Table, Programme structure, and communicate syllabi of the courses before the semester or year commences. IQAC has taken following initiatives in this academic year:

1. Promotion of research activities;
2. To enhance ICT facilities for taking care of online teaching;
3. To promote sanitization and social distancing in college campus;
4. Review of online teaching done by various departments and difficulties faced by faculty members and students;
5. To organise cleanness programmes by Rovers & Rangers and

NSS;

6. To enhance internet bandwidth in the college campus.

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

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

Our college has taken various initiatives and activities to give equal status & opportunities to the students. No discrimination is done on the basis of religion, Caste, Gender, Disability in admission process. Various committees such as Sexual Harassment Prevention Committee, Student Development

Cell and Anti-ragging Committee are actively working and monitoring the day today activities.

In order to create gender equality amongst the students, following programmes and activities were organized during the year:

1.Rashtriya Balika Diwas was celebrated on January 24, 2022 by NSS unit of the college.

2.Awareness programmes regarding Beti Bachao Beti Padhao and Female Foeticide Protection were organized on April 28, 2022 by the faculty of Arts.

3.Women Empowerment Extemporewas conducted on April 27, 2022 by the faculty of Arts.

The institution had a dedicated Career Counselling Cell for the students to take care of their social and cognitive development. Personal Counselling is provided to the students at different levels.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded
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

To maintain an eco-friendly campus is the prime priority of our institute. Solid waste is collected in dustbins kept at several places. The leaf litter, twigs of the plants used for practical use in the Botany department are collected and subjected to composting. The college has the practice to use one-sided printed paper for internal communication and use reused papers in the institution. Extra waste papers, rough papers, old answer scripts, newspapers and papers used for administrative purposes were regularly collected and sold to scrap vendors for its recycling from time to time. Teachers often educate and aware their students about waste management. Creating awareness to control waste generation during events and daily basis has been practiced. Waste water from toilets were channelized to septic tanks. Students and staff were encouraged to avoid use of plastic.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

C. Any 2 of the above

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**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
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

D. Any 1 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,

C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
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).

Our institute always puts effort into creating harmony between society and culture to reduce inequality. The institute organized the different activities in the academic year 2021-22. Anti-drug Cell of the college organized anti-drug awareness programme on December 21, 2021; and anti-tobacco awareness programme on April 29, 2022; and Anti-tobacco oath taking programme on May 31, 2022. Azadi ka Amrit Mahotsava was a mega event in which each department of the college showcased its unique subject specific achievements and skills. NSS and different departments and cells of our college are dedicated to elevate different cultural activities and pave the way towards meaningful social life. Students were encouraged to participate in various curricular and cocurricular activities to create a platform to share their ideologies and resolve issues with collective accountability. Thus, students were made aware to feel their social responsibilities with greater care and concern.

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

Our institutionsensitizes the students and employees regarding constitutional obligation values, rights, duties and responsibilities of citizenship. Constitution Day was celebrated on November 26, 2021. On this occasion, voter's awareness as well as voters' Id cards of the students were generated in our college with the help of local administration.Students participated inInternational Yoga Day on June 21, 2022 to raise awareness of many benefits of Yoga. Students celebrated the day with faculty members by doing various asans/exercises for southing their body and mind.A national webinar was organized by the council of science of the college with collaboration of NEEV on the topic "Climate Change and Green technological Approaches for Adaptation" on July 31, 2021.Programmes NSS foundation day, Gandhi Jayanti, World AIDS day, Sparsh Ganga Diwas, programme on Single Use plastic Ban, plantation drive on the ocassion of Harela Parva, run for unity on National Unity Day, Anti-worm Day, State Foundation Day, Rashtriya Yuva Diwas, Rashtriya Balika Diwas were conducted by NSS of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

C. Any 2 of the above

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

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded

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

The college and its departments, societies and clubs celebrate days of national and international importance, festivals and events. Many events are celebrated to help the students to remember the rich tradition of our country as well as being aware of the struggle that led us to enjoy our freedom today.

Independence Day Every year for paying homage to the heroes of our country, we celebrate the Independence Day. The event is graced by eminent personalities. Events and competitions are also conducted to instil the feeling of patriotism among students.

Gandhi Jayanti Gandhi Jayanti is celebrated in the institution to inspire the students and staff to follow the path of truth and non violence. Events viz., speech, play, songs, etc. are organized for reflecting the life and principle of Mahatma Gandhi.

Republic Day Every year we celebrate Republic Day to commemorate the adoption of constitution of India. The heroes of the nation are remembered and memorialized.

College celebrated "Martyrs' Day" on January 30, 2021 to observe death anniversary of Mahatma Gandhi via paying tribute to Mahatma Gandhi by offering flowers and speech by the students, teachers and head of the institution.

International Women's Day We celebrate Women's Day for recognizing and celebrating achievements, diverse dreams and desires of women across the world and marks a call to action for accelerating women's equality.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

1. Our college has always prioritised on adoption of eco-friendly and green practices to transform campus into green, pollution-free and energy-efficient one and to inculcate values of caring towards our nature and environment among the students. The practices that have been adopted over the years are rainwater harvesting, solar/LED/sensor-based lights, paper recycling and reduced plastic-use, etc.

2. The college regularly conducts career-oriented lectures for our students by the faculties to ignite them and promote the job needs in them. Besides this, the college also runs two diploma courses namely Diploma in Tourism and Diploma in Journalism.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

We believe that the college life is not all about academics, games, friends, and fun. It is also about learning to interact with other people, being aware of social, environmental and gender issues, and inequities in the society. We provide an opportunity to every student to contribute to make the society in which they live a better place and to grow as better individuals. Our institution provides scholarships to SC/ST/OBC students so that they can afford educational expenses and continue with their studies. Different designated cells like NSS and Anti-drug Cell conduct awareness programmes and other activities to provide students with a broader perspective to play a role in society. Faculty members and students of the college are encouraged to carry out various social outreach programmes. The institution has promoted green environment such as energy conservation, usage of LED bulbs, tree plantation, awareness programmes, etc. To empower students, we ensure that proper guidance is provided to students in order to help them acquire excellence in various fields not only with regard to their academics but also in various aspect of life in general, thus preparing them to face all sorts of daily and global challenges.

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

7.3.2 - Plan of action for the next academic year

Plan of action for the academic year 2021-2022 is as follows:

- Focus on more cultural and sports activities.
- To construct a basket ball court in the college campus.
- Proposals for Infrastructure development.
- Proper management of E-library.
- To open UG and PG courses in new disciplines.
- Proposal for the commerce stream.
- Propposal for Yoga as vocational course in our college.
- New construction of PG block.
- To construct polyhouse in the campus.
- Residential hostels for the employees.