



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1.Name of the Institution

Government P. G. College,  
Kunidhar, Manila

- 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 **Tahsil-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))**

<https://www.gpgcmanila.in/aqar-information>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.gpgcmanila.in/academic-calendar>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.31</b>	<b>2011</b>	<b>08/01/2011</b>	<b>07/01/2017</b>
<b>Cycle 2</b>	<b>B</b>	<b>2.01</b>	<b>2017</b>	<b>28/03/2017</b>	<b>27/03/2022</b>

**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
<b>Institutional 1</b>	<b>GLOBAL BUDGET</b>	<b>STATE GOVERNMENT</b>	<b>2020</b>	<b>20400686</b>
<b>Institutional 1</b>	<b>OTHERS</b>	<b>STATE GOVERNMENT</b>	<b>2020</b>	<b>3677000</b>
<b>Institutional 1</b>	<b>RUSA</b>	<b>RUSA</b>	<b>2020</b>	<b>13541000</b>

**8. Whether composition of IQAC as per latest NAAC guidelines** **Yes**

- Upload latest notification of formation of IQAC [View File](#)

**9. No. of IQAC meetings held during the year** **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- 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**

- If yes, mention the amount

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

1. Conduction of One day orientation program for newly joined faculty members during August 2020. 2. Use of ICT in teaching learning process. 3. Update of internet connectivity in the college campus. 4. Follow up SOP issued by Government of India and Uttarakhand Government regarding COVID pandemic.

**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
Counseling for students' subject choice at the time of admission by the admission committee.	The work was successfully done by the admissions committee
Student Councelling was done under Career counseling cell throughout the academic session.	Most of the students benefited from career counseling
Teachers were encouraged for faculty development programmes/workshops/seminars	Teachers conducted/participated in refresher course/workshop/seminar
To enhance ICT facilities for taking care of online teaching.	All departments were actively engaged in online teaching, Internet connectivity was enhanced
Orientation of newly appointed faculty members	Conduction of one day orientation program for newly joined faculty members during August 2020.

**13. Whether the AQAR was placed before statutory body?** No

- 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**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	Government P. G. College, Kunidhar, Manila
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• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.gpgcmanila.in/academic-calendar">https://www.gpgcmanila.in/academic-calendar</a>				
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<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
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<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<p>1. Conduction of One day orientation program for newly joined faculty members during August 2020. 2. Use of ICT in teaching learning process. 3. Update of internet connectivity in the college campus. 4. Follow up SOP issued by Government of India and Uttarakhand Government regarding COVID pandemic.</p>		
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No

- 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
2022	22/04/2022

**15. Multidisciplinary / interdisciplinary**

Government Post Graduate College, Kunidhar, Manila Almora was established in the year 1989. It 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 will follow 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.

#### **17.Skill development:**

Variuos 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.

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

The college comprises of UG and PG programs in Hindi and Sanskrit for the students.

#### **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.

## 20.Distance education/online education:

The college hosts a centre of Uttarakhand open university through which distance education is facilitated for ODL education system. Lectures delivered by different field experts are also telecasted in SIT in our institution by EDUSAT Hub Dehradun for the students. During Covid-19 pandemic, lectures and tutorials were also delivered by the faculty members as per the college schedule through google meet, Zoom, You tube PPTs and other Moocs methods.

## Extended Profile

### 1.Programme

1.1	201
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	382
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	136
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	16
File Description	Documents
Data Template	<a href="#">View File</a>
3.2 Number of sanctioned posts during the year	19
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	16
4.2 Total expenditure excluding salary during the year (INR in lakhs)	68.40079
4.3 Total number of computers on campus for academic purposes	19

## 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

Our institution is a constituent of Kumaun University and SSJU, Almora. The college follows pre-determined syllabi set by the parental 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 staff at the end of each academic session that document the academic and extracurricular work and compiling its response in a systematic manner.

This year the complete curriculum delivery took place in online mode due to the pandemic. The college implemented the online mode of the teaching learning process effectively. A separate time table for the online classes was prepared. All teachers delivered online lectures through various online modes like google meet, zoom app, whatsapp, PPTs, YouTube, etc. along with providing online teaching material. Online group discussions were conducted during the online classes for ensuring the maximum participation of the students. Practical sessions of the science faculty were conducted online through lab tutorials. The students who had assignment work, submitted the assignments in PDF format. The online attendance of students was also recorded by all teaching staff.

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.

Due to the Covid-19 pandemic the admission process, regular, back and special back examinations, and even the internal & practical examinations were taken online. Students were also asked for preparing the assignments for their examinations.

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	<a href="#">View File</a>
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 )	<a href="#">View File</a>

**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. For curriculum, a course on "Environmental Studies" in UG second year as a core course is implemented in our college issued by the affiliating universities. 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, Anti-drug Cell and Eco Club cell. Our college has also installed solar lights in the campus to conserve the conventional energy sources and save the cost for power generation. College campus and some buildings are backed up using this energy. The girl student empowerment through 'Mahila Sashaktikaran' activities under Women Harassment and Grievance Cell as well as NSS have also been conducted specially for girl students of our college. Under human

values, a scholarship committee is also activated in our college to provide the scholarship for SC category students for continuation of their studies.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

0

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

0

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**

**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="https://gpgcmanila.in/students-feedback">https://gpgcmanila.in/students-feedback</a>
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	<a href="https://gpgcmanila.in/students-feedback">https://gpgcmanila.in/students-feedback</a>

## 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**

**382**

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**

78

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

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through conducting class tests, assignments, tutorials, etc; on the basis of which slow and advanced learners are identified. The traditional teaching is connected with new technological methods to make the learning more engaging and interesting. 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. Meritorious students are encouraged to participate in inter college competitions. Further, all the meritorious 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. They are also motivated to secure rank and distinction in university examinations.

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
382	16

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

Our institution puts conscious efforts to enable the students to realize their potential and evolve as good citizens of society. Our teaching staff gets involved in organising and coordinating various curricular activities which develop leadership skills, team spirit, critical thinking among the students. 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. Short-duration courses like Diploma in Tourism and Diploma in Journalism are also active in our college to fill the gaps in knowledge and give students a competitive edge. Curricular education, camps, and sports are organized for the students to enhance their experiential learning as part of their training to become good learners. Experiential learning means learning from experience or learning by doing. The students are involved in the learning process directly through lab sessions, educational visits and group discussions. The PG students are encouraged to deliver power point presentations for their seminars.

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

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

The college campus is Wi-Fi enabled which helps the teachers and students to stay connected to the internet for learning and teaching the updated information. Some teachers also use and share E-books which are very useful for the students as they are handy and save the cost of buying the physical books. The college campus is Wi-Fi enabled which helps the teachers and students to stay connected to the internet for learning and teaching the updated information. Some teachers also use and share E-links (NPTEL, SWAYAM, National Digital Library of India, etc.) and E-books which are very useful for the students as they are handy and save the cost of buying the physical books. The faculty members motivate & encourage students to participate in various cultural activities in order to develop artistic temper among them. In the same way, they encourage students in building scientific and technical capabilities by conducting practical sessions and providing hands on experience in laboratories. These type of activities help in enhancing their critical thinking skills. Debate competition, seminars and various co-curricular activities also help them to think and explore new ideas.

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**

16

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**

18

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.

By following the examination pattern suggested by the affiliating parent universities, all the departments conduct internal evaluation (25% weightage) for every paper in each semester in PG programmes. The examination notices are displayed on notice board in advance and sufficient time is given to the students for preparation. 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. Assignments and tests are regularly conducted for the students to improve their performance. Teachers also bridge the gap of knowledge of the students through various innovative and pedagogical practices employed in tutorials. Timetables are displayed on the college notice boards as well as circulated in student WhatsApp groups/ Telegrams group. Term-end examinations are held in accordance with the scheme of the affiliating 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 of the students related to examinations are addressed by the examination committee of the college. For grievances related to the internal assessment, the examination committee directly resolves their issues on time. Whereas, the grievances related to the final examinations are forwarded to the affiliating university. In case of any grievance, the college collects the applications from the related students on prescribed forms and forwards it to the university. The marks of internal examinations are sent to the university by filling them on the prescribed university portal. The facility for re-evaluation of answer sheets, back and special examination is available for the students through the affiliating university. Students are free to approach the departments to resolve their queries related to their marks obtained in internal assessment, if any. 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.

The Program Outcomes (POs) and Course Outcomes (COs) are adopted for all programmes running in our institution in accordance with the affiliated university guidelines. All the details regarding programmes and courses are clearly displayed on the college website. The learning objectives are communicated through various means such as college prospectus, Principal's address to students and parents and dissemination in classroom by concerned staff. These are also prominently featured on college notice boards. Also, the information sent by the concerned university about revisions is duly conveyed to the students by the teachers. The college also deputed the teachers for workshops, seminars, conferences FIPs and FDPs to enrich them to attain the outcomes while teaching learning in the classes. The POs and COs are also discussed with the students at the orientation meeting at the beginning of every academic year so that the students are well-informed and aware of the theoretical content and practical techniques. This helps the students to have a basic understanding of the subject and to visualize a clear scope of its outcomes. The programme outcomes for all programmes offered by the institution are also stated and displayed on the college website of the institution mentioned below:

<https://gpgcmanila.in/programme-outcomes>

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.

The college is affiliated to Kumaun University, Nainital and SSJU, Almora. Our college offers undergraduate, postgraduate and Research programmes and courses under the Faculty of Arts, and Science. For these programmes and courses, the college follows the curriculum designed by the parent universities. 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.

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

136

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\\_2020-21.pdf](https://gpgcmanila.in/uploads/files/shares/SSS_2020-21.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**

3



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 institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge. The college is running thirteen UG, four PG programmes in various fields of arts and science. 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, Anti-drug Cell and Eco Club Cell, which organize various awareness activities and campaigns for the students. The college has spacious classrooms, well-equipped laboratories, enriched library with spacious reading room, and ICT facilities catering to the needs of students and staff. Curriculum is delivered through the conventional black board teaching along with non-conventional teaching and learning methodologies like seminars, PPTs, group discussions, etc. All the teachers participate in various FIPs, FDPs, refresher courses, STCs, seminars and workshops for enhancing their teaching, learning and research skills. Faculty members are also encouraged

to pursue research and to publish research papers in reputed national and international journals. The departments and cells organize various seminars and invited lectures through which students are encouraged to participate and creating exposure for them in latest learning and research methods. Some of the faculty members of the institution are also supervising their PhD research students allotted by the affiliated universities.

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

0

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)	<a href="#">View File</a>
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

4

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

4

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 the extension activities for the students to sensitize them towards community issues, social inequity, gender disparities, etc., and inculcate social values and commitment to

society. National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports that aims to develop the personality of student volunteers through community services and to make them sensitive and responsible human beings who are aware of the socio-economic realities of India. Our students through their curriculum create awareness about the issues of cleanliness, sanitation, disease control, anti-drug activities, etc. through 'nukkad natak', rallies, skits, essay-writing, quiz competition, rangoli-making, poster-making, and other events where the students are encouraged to showcase their talents. The Eco club Cell of the college works towards promoting the ethos of preservation and protection of our environment and to instil a feeling of responsibility for a better, greener, and cleaner environment among students through initiatives like plantation drives, competitions (online and offline), and seminars on plastic alternatives, etc.

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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**

5

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)	<a href="#">View File</a>

**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**

0

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	<a href="#">View File</a>
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.

The college is engaged to provide quality education and ensure all round development of the students in order to create aware, responsible and empowered women. The institution has a well-maintained, user-friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students.

**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 room-cum-multipurpose auditorium, which is regularly used for conducting seminars at the college and state level. The students of UG and PG are regularly promoted for active involvement in group discussions and participation in various events.

**Laboratories:** Well-equipped laboratories for science and geography students are also available in our college. There is one computer lab available for the students having adequate computer equipment and internet connectivity.

**EDUSAT facility:** The college also has a functional EduSAT facility with provision for video conferencing wherein video lectures are regularly telecasted for various UG and PG subjects.

**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.

Our college is committed to offer the resourceful infrastructure for holistic growth of the students. The institution provides adequate facilities for cultural activities, indoor and outdoor sports as well as other 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. The college takes pride in its comprehensive sports fitness infrastructure. The college has its own playgrounds which facilitate 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.

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)

34.43822

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)

The college has a well-furnished library with reading room facility , which caters to the need of faculty members, research scholars and the students. 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 (integrated library management system) and bar coding of books has already been done. Still, some of the books are in automation process.

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)**

10.993

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

31

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

Our institute has 19Desktops 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. The Institute encourages the use of free available open educational resources which are shared for teaching, learning, and research activities. These help to increase and enhance knowledge domain of both the faculty and the students giving them valuable information and saving their time. For the same reason, the college personnel made a concerted attempt to link the students by establishing an email account. The college has a well-developed IT infrastructure to meet the needs of students and faculty in order to improve teaching and learning. 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)

0.757

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.

Various committees of the college meet as per requirement in a year to take note of the equipment and instruments needed in laboratories, sports, furniture, fixtures, and fittings for maintaining and utilizing physical, academic and support facilities. It calls for quotations from different organizations and purchases goods from the best bidder offline as well as online through GeM portal. There is regular hardware maintenance for computers. Our college also gets certain needs fulfilled through external funding agencies such as RUSA through which IT facilities, well-equipped laboratories, smart classes and seminar halls have been created. Recently, lab upgradation and maintenance, purchase of books and setting up of wired internet connections in each department has been carried out using RUSA grants. Sports Committee holds monthly meetings for maintenance of sports infrastructure. The College also has a sports store room with sports equipment. 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

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

0

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

0

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

0

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

39

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 )**

Every year, the college conducts student union elections comprising President, Vice President (for girls and boys separately), Secretary, Joint Secretary, Treasurer along with university representatives for all faculties, i.e., Arts and Science. The students are informed well in advance about election schedule through notice board, newspapers, etc. Grievance redressal is carried out by the election committee. The college electoral process is giving necessary exposure of democratic process to the students, thus contributing in awareness of their democratic rights and duties. Hence it is an essential step in the process of making of responsible citizens. However, owing to the pandemic and the consequent online teaching, elections for the students' council were not conducted in this year.

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

0

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)	No File Uploaded

### 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

Our institution has an active alumni association with main objective to enrol all the alumni as members of the association and facilitating active participation of the alumni in different activities, events, and initiatives of the college. The Alumni are very active in promoting, mentoring and guiding the current students of the College. It has also worked extensively in connecting the alumni with its Alma Mater through motivational talks, workshops by eminent Alumni at various levels. They also help in organizing tree plantation campaign and other extension activities. They also assist the college in placement process and provide inputs to the departments about the industry requirements.

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 statement

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 statement

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

- Integration of pedagogy as part of teaching;
- Efforts to increase in teaching days;
- Growth of major/minor research projects;
- Maximum efforts to get financial assistant from various agencies;
- 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.

Management trust on decentralization and participative functioning of the College which may reflect in the following-

- At the end of every academic year the Heads of different departments of the college prepare prospective workload for the next academic year on the basis of current student strength.
- Admission committees are formed every year in order to smoothly conduct admission procedure of different courses and classes of different faculties. Senior faculty members along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They give the information to the students about career options and conduct the counselling session if required. They verify the admission form and provide guidance to the students.
- The college encourages various departments to arrange guest lectures for students.
- The head of the college revises various committees of the teachers at the beginning of every academic year and assigns them different responsibilities for smooth functioning of the teaching learning process as well as the extra-curricular 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.
- Staff meetings are organised from time to time and decisions are taken with consensus.

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

The institutional perspective plan aligns with the vision and mission of the institution, which are the constant driving factors for improving academic quality policies and strategies. It is effectively deployed to focus on bringing quality improvements in the areas of:

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.

At the beginning of every academic session, various committees that constitute the organogram of the institution, chalk out the strategic plan of events and activities which help in the growth and development in these key areas and at the end of the year. Moreover, the IQAC committee of the college prepares a plan of action, in which suggestions from various stakeholders, viz. faculty members, students alumni, etc. are reviewed. Finally, the plan is approved by the head of the institution. The plan of action of the college and the action taken have 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 institution is presided over by the affiliated university followed by the college principal. The following departments are supervised by the principal, each of which performs a specific function essential for the smooth functioning of the institution:

1. IQAC committee;
2. Academic Departments consisting of: a) Arts, and b) Science;
3. Admission Committee;
4. Time Table Committee;
5. Examination Committee;
6. Extra-Curricular Activities Committees consisting of: a) Cultural Committee, b) Sports Committee, c) Women Harassment and Redressal Cell, d) Grievance Redressal Cell, f) Anti-Ragging Committee, g) Students' Council, etc.
7. Library Committee having nodal and other staff;
8. Alumni Association.

The decisions taken in the meetings of the committees are implemented to conduct smooth functioning of admission process, to prepare proper time-table for classes, to carry out student union election, examination, etc. keeping in tune with University Academic Calendar as well.

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

#### Welfare Schemes for Teaching and non-Teaching Staff:

1. The college encourages and motivates teaching staff for Orientation / Refresher / Short Term Courses. Duty leaves are sanctioned to the staff for this purpose.
2. The college provides infrastructure facilities to all the departments for smooth functioning of day-to-day academic activities and for personal research of the faculty members.
3. Sports Facility available to maintain health and fitness of teaching and non-teaching staff.
4. Implementation of DA and pay revisions as and when government approves.
5. Sanction of yearly increments as per norms.
6. Gratuity, State Group Health Insurance, GPF/NPS, and GIS.
7. Provision of Medical and Maternity/Paternity/Child Care Leaves as per government norms.
8. Career advancement as per UGC regulations.

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

3

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)	No File Uploaded

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

For all teaching and non-teaching staff, a self-appraisal form (confidential report performa) prescribed by the director of higher education and implemented by the college is provided. The form has to be filled by the staff every year. Principal evaluates the performance of every staff member with his/her remarks and comments. This Confidential Report of staff members is then submitted to the Directorate of Higher education, Uttarakhand. The report is very crucial for career progression as it is taken into consideration at the time of promotion. The career progression of the faculty members is done in accordance with various regulations issued by UGC and adopted by the state government under career advancement scheme.

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

On the regular basis, the institution maintains the system of internal and external financial audits. The administrative office staff of the college maintains all the account books on every day basis which are verified by the accountant. Errors found are



analysed and fixed instantly. For financial matters, the college refers and strictly adheres to the following guidelines of government. College receives grants from University Grant Commission, RUSA, and other funding agencies. 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

The college 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. 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 plays an important role in ensuring quality of the functioning of administrative and academic units of the college. In order to make the students aware of the current and futuristic challenges and opportunities, the teaching faculty is encouraged and motivated to develop a scientific temper so as to propagate a research culture amongst the students. IQAC facilitates and supervises the process of promotion of faculty members under Career Advancement Scheme. IQAC encourages faculty members to participate in various conferences, seminars, workshops, FIPs, FDPs, STCs, Refresher Courses 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 co-curricular 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

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission. IQAC committee instruct all the academic departments to prepare Time-Table, Programme Outcomes, and communicate syllabi of the courses to all the students before the commencement of each academic session. IQAC also suggests innovative pedagogical methodologies like Power Point Presentations, Projects, Field Trips, Role Plays, Workshops, videos etc. in addition to the completion of curriculum through Assignments, Class Tests, Tutorials, etc.

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)**

**D. Any 1 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

As a conscious society we all know that gender equity promotes balanced development and sustainable society. Our staff committed to the Gender equity goal, and it reflects in their academic endeavours. The college develops a safe, secure and organized teaching learning environment with an aim to target gender parity at administrative functionality and academic activities. The institution constituted the women harassment redressal cell, anti-ragging cell, anti-drug committee, staff welfare committee, student union committee, which are indulging for the well-being of students and staff in the institution. 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. The institution promotes gender sensitization through co-curricular activities like, seminars, guest lectures, poster exhibitions, rally, counselling etc.

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**

Waste management is very important as it reduces the toxic impacts on the environment. Waste water from toilets were channelized to septic tanks. Students and staff were encouraged to avoid use of plastic. Cleanliness drive was organized by NSS volunteers and supportive staff from time to time. Teachers often educate and aware the students about waste management. Creating awareness to control waste generation during events and daily basis has been practiced. Dustbins were placed in various locations across the campus for the proper disposal of waste material. 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. Back side of papers in office for printing purpose are reused to solve the wastage problem.

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 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, 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).

The college organizes various programmes to awaken environmental consciousness and establish harmony toward cultural, and linguistic diversity. With respect to the distinctiveness of every student, we try to ignite a feeling of 'camaraderie' among all the members of the institution by giving space to each and every stakeholder to participate, explore, enhance and attain their full potential, ultimately making the campus an equitable place. Different departments, NSS, vigyan parishad were enthusiastically engaged to conduct various activities on regular basis even during COVID-19 pandemic by following the social distancing rules prescribed by the government. A webinar was organized by vigyan parishad of the college to aware the students, staff and participating people about climate change and environment. NSS undertaken the awareness campaign along with NSS volunteers about single use plastic ban. 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

Various programmes and activities are organised both by departments as well as societies. On June 05, 2020, world

environment day was celebrated through virtual mode by NSS unit to encourage awareness and action for the protection of the environment. Students participated in an online session to make International Yoga Day on June 21, 2020 to raise awareness of many benefits of Yoga. On March 08, 2021, a seminar was organized by Anti-drug Cell of the college on "Drug Free Campus" to make the students aware and ignite sensitization about the hazardous effects of drugs and their prevention. Thus, all mandatory committees like Grievance Cell, Anti Ragging cell, Anti Sexual Harassment Cell are active and functioning.

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**

**C. Any 2 of the above**

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

National festivals create an environment in which students come together with similar sentiments portraying national unity and humanism. In a given academic year the college commemorates as many days of significance as possible. The range of activities to commemorate the day is diverse. The institution usually celebrates national and international commemorative days, events and festivals such as Independence Day, Republic Day to instil humanistic sensibility in a wider sense. 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 on March 08, 2021 and desires of women across the world and marks a call to action for accelerating women's equality. However, because of the lockdown, these days were celebrated on a low key with only a few staff members and students attending the programme, the details of which have been mentioned earlier.

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.

At our college, we strive to create a model of education that is based on compassion and mindful living. The Green Campus initiative began with an objective of fostering a culture of eco-friendly practices and making the campus environmentally sustainable. This is a collective endeavour of our students as well as staff in an effort to recognize our place and responsibility on this planet. The college uses solar energy and practices rainwater harvesting. To set up a supportive remote learning experience using educational technologies to meet the challenges posed by the COVID-19 pandemic. Online platforms viz., Google Meet, Zoom, WhatsApp, etc. were fully utilized to

facilitate online teaching, learning and evaluation. Teachers delivered lectures and offered study materials like handouts, PPTs, photos, animations for making the teaching learning practice effective and fruitful. Interaction among students and with teachers was well organized through WhatsApp groups. The regularity of classes was monitored every month in order to ensure that none of the course is lagging behind. Rain water harvesting, leakage free pipelines and faucets, etc. ensure controlled usage of water. The Sports Committee organized online yoga classes for empowering the physical and mental health of the students as well as staff members of the college during COVID-19 pandemic lockdown.

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

The college provides affordable education to all students. Special attention has been provided to girl students as it occupies approximately 80% share in the total strength. The College library provides reading rooms for the girls' students. Green campus has been maintained by student volunteers of NSS. During the lockdown, webinars addressed relevant issues. The college creates a safe space for our students. Gender sensitization extends beyond the classroom through events that reinforce the institution's vision. Faculty members and students are encouraged to carry out 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

Our institution is a constituent of Kumaun University and SSJU, Almora. The college follows pre-determined syllabi set by the parental 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 staff at the end of each academic session that document the academic and extracurricular work and compiling its response in a systematic manner.

This year the complete curriculum delivery took place in online mode due to the pandemic. The college implemented the online mode of the teaching learning process effectively. A separate time table for the online classes was prepared. All teachers delivered online lectures through various online modes like google meet, zoom app, whatsapp, PPTs, YouTube, etc. along with providing online teaching material. Online group discussions were conducted during the online classes for ensuring the maximum participation of the students. Practical sessions of the science faculty were conducted online through lab tutorials. The students who had assignment work, submitted the assignments in PDF format. The online attendance of students was also recorded by all teaching staff.

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.

Due to the Covid-19 pandemic the admission process, regular, back and special back examinations, and even the internal & practical examinations were taken online. Students were also asked for preparing the assignments for their examinations.

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	<a href="#">View File</a>
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 )	<a href="#">View File</a>

**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. For curriculum, a course on "Environmental Studies" in UG second year as a core course is implemented in our college issued by the affiliating universities. 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, Anti-drug Cell and Eco Club cell. Our college has also installed solar lights in the campus to conserve the conventional energy sources and save the cost for power generation. College campus and some buildings are backed up using this energy. The girl student empowerment through 'Mahila Sashaktikaran' activities under Women Harassment and Grievance Cell as well as NSS have also been conducted specially for girl students of our college. Under human values, a scholarship committee is also activated in our college to provide the scholarship for SC category students for continuation of their studies.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

0

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

0

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**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://gpgcmanila.in/students-feedback">https://gpgcmanila.in/students-feedback</a>
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

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://gpgcmanila.in/students-feedback">https://gpgcmanila.in/students-feedback</a>

## 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

382

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

78

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

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and through conducting class tests, assignments, tutorials, etc; on the



basis of which slow and advanced learners are identified. The traditional teaching is connected with new technological methods to make the learning more engaging and interesting. 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. Meritorious students are encouraged to participate in inter college competitions. Further, all the meritorious 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. They are also motivated to the secure rank and distinction in university examinations.

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
382	16

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

Our institution puts conscious efforts to enable the students to realize their potential and evolve as good citizens of society. Our teaching staff gets involved in organising and coordinating various curricular activities which develop

leadership skills, team spirit, critical thinking among the students. 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. Short-duration courses like Diploma in Tourism and Diploma in Journalism are also active in our college to fill the gaps in knowledge and give students a competitive edge. Curricular education, camps, and sports are organized for the students to enhance their experiential learning as part of their training to become good learners. Experiential learning means learning from experience or learning by doing. The students are involved in the learning process directly through lab sessions, educational visits and group discussions. The PG students are encouraged to deliver power point presentations for their seminars.

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

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

The college campus is Wi-Fi enabled which helps the teachers and students to stay connected to the internet for learning and teaching the updated information. Some teachers also use and share E-books which are very useful for the students as they are handy and save the cost of buying the physical books. The college campus is Wi-Fi enabled which helps the teachers and students to stay connected to the internet for learning and teaching the updated information. Some teachers also use and share E-links (NPTEL, SWAYAM, National Digital Library of India, etc.) and E-books which are very useful for the students as they are handy and save the cost of buying the physical books. The faculty members motivate & encourage students to participate in various cultural activities in order to develop artistic temper among them. In the same way, they encourage

students in building scientific and technical capabilities by conducting practical sessions and providing hands on experience in laboratories. These type of activities help in enhancing their critical thinking skills. Debate competition, seminars and various co-curricular activities also help them to think and explore new ideas.

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

16

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**

18

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.

By following the examination pattern suggested by the affiliating parent universities, all the departments conduct internal evaluation (25% weightage) for every paper in each semester in PG programmes. The examination notices are displayed on notice board in advance and sufficient time is given to the students for preparation. 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. Assignments and tests are regularly conducted for the students to improve their performance. Teachers also bridge the gap of knowledge of the students through various innovative and pedagogical practices employed in tutorials. Timetables are displayed on the college notice boards as well as circulated in student WhatsApp groups/ Telegrams group. Term-end examinations are held in accordance with the scheme of the affiliating 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 of the students related to examinations are addressed by the examination committee of the college. For grievances related to the internal assessment, the examination committee directly resolves their issues on time. Whereas, the grievances related to the final examinations are forwarded to the affiliating university. In case of any grievance, the college collects the applications from the related students on prescribed forms and forwards it to the university. The marks of internal examinations are sent to the university by filling them on the prescribed university portal. The facility for re-evaluation of answer sheets, back and special examination is available for the students through the affiliating university. Students are free to approach the departments to resolve their queries related to their marks obtained in internal assessment, if any. 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.

The Program Outcomes (POs) and Course Outcomes (COs) are adopted for all programmes running in our institution in accordance with the affiliated university guidelines. All the details regarding programmes and courses are clearly displayed on the college website. The learning objectives are communicated through various means such as college prospectus, Principal's address to students and parents and dissemination in classroom by concerned staff. These are also prominently featured on college notice boards. Also, the information sent by the concerned university about revisions is duly conveyed to the students by the teachers. The college also deputed the teachers for workshops, seminars, conferences FIPs and FDPs to enrich them to attain the outcomes while teaching learning in the classes. The POs and COs are also discussed with the students at the orientation meeting at the beginning of every academic year so that the students are well-informed and aware of the theoretical content and practical techniques. This helps the students to have a basic understanding of the subject and to visualize a clear scope of its outcomes. The programme outcomes for all programmes offered by the institution are also stated and displayed on the college website of the institution mentioned below:

<https://gpgcmanila.in/programme-outcomes>

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.

The college is affiliated to Kumaun University, Nainital and SSJU, Almora. Our college offers undergraduate, postgraduate and Research programmes and courses under the Faculty of Arts,

and Science. For these programmes and courses, the college follows the curriculum designed by the parent universities. 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.

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

136

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\\_2020-21.pdf](https://gpgcmanila.in/uploads/files/shares/SSS_2020-21.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**

3

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 institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge. The college is running thirteen UG, four PG programmes in various fields of arts and science. 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, Anti-drug Cell and Eco Club Cell, which organize various awareness activities and campaigns for the students. The college has spacious classrooms, well-equipped laboratories, enriched library with spacious reading room, and ICT facilities catering to the needs of students and staff. Curriculum is delivered through the conventional black board teaching along with non-conventional teaching and learning methodologies like seminars, PPTs, group discussions, etc. All the teachers participate in various FIPs, FDPs, refresher courses, STCs, seminars and workshops for enhancing their teaching, learning and research skills. Faculty members are also encouraged to pursue research and to publish research papers in reputed national and international journals. The departments and cells organize various seminars and invited lectures through which students are encouraged to participate and creating exposure for them in latest learning and research methods. Some of the faculty members of the institution are also supervising their PhD research students allotted by the affiliated universities.

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

0

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)	<a href="#">View File</a>
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

4

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

4

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 the extension activities for the students to sensitize them towards community issues, social inequity, gender disparities, etc., and inculcate social values and commitment to society. National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs & Sports that aims to develop the personality of student volunteers through community services and to make them sensitive and responsible human beings who are aware of the socio-economic realities of India. Our students through their curriculum create awareness about the issues of cleanliness, sanitation, disease control, anti-drug activities, etc. through 'nukkad natak', rallies, skits, essay-writing, quiz competition, rangoli-making, poster-making, and other events where the students are encouraged to showcase their talents. The Eco club Cell of the college works towards promoting the ethos of preservation and protection of our environment and to instil a feeling of responsibility for a better, greener, and cleaner environment among students through initiatives like plantation drives, competitions (online and offline), and seminars on plastic alternatives, etc.

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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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**

5

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)	<a href="#">View File</a>

**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**

0

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	<a href="#">View File</a>
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.

The college is engaged to provide quality education and ensure all round development of the students in order to create aware, responsible and empowered women. The institution has a well-maintained, user-friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students.

**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 room-cum-multipurpose auditorium, which is regularly used for conducting seminars at the college and state level. The students of UG and PG are regularly promoted for active involvement in group discussions and participation in various events.

**Laboratories:** Well-equipped laboratories for science and geography students are also available in our college. There is one computer lab available for the students having adequate computer equipment and internet connectivity.

**EDUSAT facility:** The college also has a functional EduSAT facility with provision for video conferencing wherein video lectures are regularly telecasted for various UG and PG subjects.

**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.

Our college is committed to offer the resourceful infrastructure for holistic growth of the students. The institution provides adequate facilities for cultural activities, indoor and outdoor sports as well as other 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. The college takes pride in its comprehensive sports fitness infrastructure. The college has its own playgrounds which facilitate 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.

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)

34.43822

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)

The college has a well-furnished library with reading room facility , which caters to the need of faculty members, research scholars and the students. 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 (integrated library management system) and bar coding of books has already been done. Still, some of the books are in automation process.



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)**

**10.993**

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**

**31**

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

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. The Institute encourages the use of free available open educational resources which are shared for teaching, learning, and research activities. These help to increase and enhance knowledge domain of both the faculty and the students giving them valuable information and saving their time. For the same reason, the college personnel made a concerted attempt to link the students by establishing an email account. The college has a well-developed IT infrastructure to meet the needs of students and faculty in order to improve teaching and learning. 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)**

0.757

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.

Various committees of the college meet as per requirement in a year to take note of the equipment and instruments needed in laboratories, sports, furniture, fixtures, and fittings for maintaining and utilizing physical, academic and support facilities. It calls for quotations from different organizations and purchases goods from the best bidder offline

as well as online through GeM portal. There is regular hardware maintenance for computers. Our college also gets certain needs fulfilled through external funding agencies such as RUSA through which IT facilities, well-equipped laboratories, smart classes and seminar halls have been created. Recently, lab upgradation and maintenance, purchase of books and setting up of wired internet connections in each department has been carried out using RUSA grants. Sports Committee holds monthly meetings for maintenance of sports infrastructure. The College also has a sports store room with sports equipment. 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

22

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

<b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>	
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
<b>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</b>	<b>C. 2 of the above</b>
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
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	

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

0

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

39

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 )**

Every year, the college conducts student union elections comprising President, Vice President (for girls and boys separately), Secretary, Joint Secretary, Treasurer along with university representatives for all faculties, i.e., Arts and Science. The students are informed well in advance about election schedule through notice board, newspapers, etc. Grievance redressal is carried out by the election committee. The college electoral process is giving necessary exposure of democratic process to the students, thus contributing in awareness of their democratic rights and duties. Hence it is an essential step in the process of making of responsible citizens. However, owing to the pandemic and the consequent online teaching, elections for the students' council were not conducted in this year.

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

0

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)	No File Uploaded

### 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

Our institution has an active alumni association with main objective to enrol all the alumni as members of the association and facilitating active participation of the alumni in different activities, events, and initiatives of the college. The Alumni are very active in promoting, mentoring and guiding the current students of the College. It has also worked extensively in connecting the alumni with its Alma Mater through motivational talks, workshops by eminent Alumni at various levels. They also help in organizing tree plantation campaign and other extension activities. They also assist the college in placement process and provide inputs to the departments about the industry requirements.

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
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>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.</p> <p><b>Vision statement</b></p> <p>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.</p> <p><b>Mission statement</b></p> <p>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.</p> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• Integration of pedagogy as part of teaching;</li> <li>• Efforts to increase in teaching days;</li> <li>• Growth of major/minor research projects;</li> <li>• Maximum efforts to get financial assistant from various agencies;</li> <li>• Computer literacy to the students and use of technology</li> </ul>	

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.

Management trust on decentralization and participative functioning of the College which may reflect in the following-

- At the end of every academic year the Heads of different departments of the college prepare prospective workload for the next academic year on the basis of current student strength.
- Admission committees are formed every year in order to smoothly conduct admission procedure of different courses and classes of different faculties. Senior faculty members along with office administrative staff members are included in the committee. Periodic meetings are arranged for proper coordination and sharing information. Committee members go through the rules of admissions and help students to select the proper subjects and course. They give the information to the students about career options and conduct the counselling session if required. They verify the admission form and provide guidance to the students.
- The college encourages various departments to arrange guest lectures for students.
- The head of the college revises various committees of the teachers at the beginning of every academic year and assigns them different responsibilities for smooth functioning of the teaching learning process as well as the extra-curricular 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.
- Staff meetings are organised from time to time and decisions are taken with consensus.

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

The institutional perspective plan aligns with the vision and mission of the institution, which are the constant driving factors for improving academic quality policies and strategies. It is effectively deployed to focus on bringing quality improvements in the areas of:

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.

At the beginning of every academic session, various committees that constitute the organogram of the institution, chalk out the strategic plan of events and activities which help in the growth and development in these key areas and at the end of the year. Moreover, the IQAC committee of the college prepares a plan of action, in which suggestions from various stakeholders, viz. faculty members, students alumni, etc. are reviewed. Finally, the plan is approved by the head of the institution. The plan of action of the college and the action taken have 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 institution is presided over by the affiliated university followed by the college principal. The following departments are supervised by the principal, each of which performs a specific function essential for the smooth functioning of the institution:

1. IQAC committee;
2. Academic Departments consisting of: a) Arts, and b) Science;
3. Admission Committee;
4. Time Table Committee;
5. Examination Committee;
6. Extra-Curricular Activities Committees consisting of: a) Cultural Committee, b) Sports Committee, c) Women Harassment and Redressal Cell, d) Grievance Redressal Cell, f) Anti-Ragging Committee, g) Students' Council, etc.
7. Library Committee having nodal and other staff;
8. Alumni Association.

The decisions taken in the meetings of the committees are implemented to conduct smooth functioning of admission process, to prepare proper time-table for classes, to carry out student union election, examination, etc. keeping in tune with University Academic Calendar as well.

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

#### Welfare Schemes for Teaching and non-Teaching Staff:

1. The college encourages and motivates teaching staff for Orientation / Refresher / Short Term Courses. Duty leaves are sanctioned to the staff for this purpose.
2. The college provides infrastructure facilities to all the departments for smooth functioning of day-to-day academic activities and for personal research of the faculty members.
3. Sports Facility available to maintain health and fitness of teaching and non-teaching staff.
4. Implementation of DA and pay revisions as and when government approves.
5. Sanction of yearly increments as per norms.
6. Gratuity, State Group Health Insurance, GPF/NPS, and GIS.
7. Provision of Medical and Maternity/Paternity/Child Care Leaves as per government norms.
8. Career advancement as per UGC regulations.

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**

<b>year</b>	
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
<b>6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</b>	
<b>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</b>	
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
<b>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.)</b>	
<b>6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year</b>	
3	

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)	No File Uploaded

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

For all teaching and non-teaching staff, a self-appraisal form (confidential report performa) prescribed by the director of higher education and implemented by the college is provided. The form has to be filled by the staff every year. Principal evaluates the performance of every staff member with his/her remarks and comments. This Confidential Report of staff members is then submitted to the Directorate of Higher education, Uttarakhand. The report is very crucial for career progression as it is taken into consideration at the time of promotion. The career progression of the faculty members is done in accordance with various regulations issued by UGC and adopted by the state government under career advancement scheme.

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

On the regular basis, the institution maintains the system of internal and external financial audits. The administrative office staff of the college maintains all the account books on every day basis which are verified by the accountant. Errors



found are analysed and fixed instantly. For financial matters, the college refers and strictly adheres to the following guidelines of government. College receives grants from University Grant Commission, RUSA, and other funding agencies. 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

The college 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. 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 plays an important role in ensuring quality of the functioning of administrative and academic units of the college. In order to make the students aware of the current and futuristic challenges and opportunities, the teaching faculty is encouraged and motivated to develop a scientific temper so as to propagate a research culture amongst the students. IQAC facilitates and supervises the process of promotion of faculty members under Career Advancement Scheme. IQAC encourages faculty members to participate in various conferences, seminars, workshops, FIPs, FDPs, STCs, Refresher Courses 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 co-curricular 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

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission. IQAC committee instruct all the academic departments to prepare Time-Table, Programme Outcomes, and communicate syllabi of the courses to all the students before the commencement of each academic session. IQAC also suggests innovative pedagogical methodologies like Power Point Presentations, Projects, Field Trips, Role Plays, Workshops, videos etc. in addition to the completion of curriculum through Assignments, Class Tests, Tutorials, etc.

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)**

D. Any 1 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

As a conscious society we all know that gender equity promotes balanced development and sustainable society. Our staff committed to the Gender equity goal, and it reflects in their academic endeavours. The college develops a safe, secure and organized teaching learning environment with an aim to target gender parity at administrative functionality and academic activities. The institution constituted the women harassment redressal cell, anti-ragging cell, anti-drug committee, staff welfare committee, student union committee, which are indulging for the well-being of students and staff in the institution. 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. The institution promotes gender sensitization through co-curricular activities like, seminars, guest lectures, poster exhibitions, rally, counselling etc.

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

<b>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</b>	<b>D. Any 1 of the above</b>						
<table border="1"> <thead> <tr> <th data-bbox="89 472 533 546">File Description</th> <th data-bbox="533 472 1394 546">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="89 546 533 613">Geo tagged Photographs</td> <td data-bbox="533 546 1394 613" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="89 613 533 685">Any other relevant information</td> <td data-bbox="533 613 1394 685" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged Photographs	<b>No File Uploaded</b>	Any other relevant information	<b>No File Uploaded</b>	
File Description	Documents						
Geo tagged Photographs	<b>No File Uploaded</b>						
Any other relevant information	<b>No File Uploaded</b>						
<b>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</b>							
<p>Waste management is very important as it reduces the toxic impacts on the environment. Waste water from toilets were channelized to septic tanks. Students and staff were encouraged to avoid use of plastic. Cleanliness drive was organized by NSS volunteers and supportive staff from time to time. Teachers often educate and aware the students about waste management. Creating awareness to control waste generation during events and daily basis has been practiced. Dustbins were placed in various locations across the campus for the proper disposal of waste material. 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. Back side of papers in office for printing purpose are reused to solve the wastage problem.</p>							
<table border="1"> <thead> <tr> <th data-bbox="89 1503 533 1576">File Description</th> <th data-bbox="533 1503 1394 1576">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="89 1576 533 1756">Relevant documents like agreements / MoUs with Government and other approved agencies</td> <td data-bbox="533 1576 1394 1756" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="89 1756 533 1861">Geo tagged photographs of the facilities</td> <td data-bbox="533 1756 1394 1861" style="text-align: center;"><b>No File Uploaded</b></td> </tr> </tbody> </table>	File Description	Documents	Relevant documents like agreements / MoUs with Government and other approved agencies	<b>No File Uploaded</b>	Geo tagged photographs of the facilities	<b>No File Uploaded</b>	
File Description	Documents						
Relevant documents like agreements / MoUs with Government and other approved agencies	<b>No File Uploaded</b>						
Geo tagged photographs of the facilities	<b>No File Uploaded</b>						
<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste</b>	<b>C. Any 2 of the above</b>						

<b>water recycling Maintenance of water bodies and distribution system in the campus</b>	
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2. Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>C. Any 2 of the above</b>
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
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>D. Any 1 of the above</b>

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

<p><b>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</b></p>	<p>C. Any 2 of the above</p>
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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).

The college organizes various programmes to awaken environmental consciousness and establish harmony toward cultural, and linguistic diversity. With respect to the distinctiveness of every student, we try to ignite a feeling of

'camaraderie' among all the members of the institution by giving space to each and every stakeholder to participate, explore, enhance and attain their full potential, ultimately making the campus an equitable place. Different departments, NSS, vigyan parishad were enthusiastically engaged to conduct various activities on regular basis even during COVID-19 pandemic by following the social distancing rules prescribed by the government. A webinar was organized by vigyan parishad of the college to aware the students, staff and participating people about climate change and environment. NSS undertaken the awareness campaign along with NSS volunteers about single use plastic ban. 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

Various programmes and activities are organised both by departments as well as societies. On June 05, 2020, world environment day was celebrated through virtual mode by NSS unit to encourage awareness and action for the protection of the environment. Students participated in an online session to make International Yoga Day on June 21, 2020 to raise awareness of many benefits of Yoga. On March 08, 2021, a seminar was organized by Anti-drug Cell of the college on "Drug Free Campus" to make the students aware and ignite sensitization about the hazardous effects of drugs and their prevention. Thus, all mandatory committees like Grievance Cell, Anti Ragging cell, Anti Sexual Harassment Cell are active and functioning.



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**

C. Any 2 of the above

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

National festivals create an environment in which students come together with similar sentiments portraying national unity and humanism. In a given academic year the college commemorates as many days of significance as possible. The range of activities to commemorate the day is diverse. The institution usually celebrates national and international commemorative days, events and festivals such as Independence Day, Republic Day to instil humanistic sensibility in a wider sense. 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 on March 08, 2021 and desires of women across the world and marks a call to action for accelerating women's equality. However, because of the lockdown, these days were celebrated on a low key with only a few staff members and students attending the programme, the details of which have been mentioned earlier.

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.

At our college, we strive to create a model of education that is based on compassion and mindful living. The Green Campus initiative began with an objective of fostering a culture of eco-friendly practices and making the campus environmentally sustainable. This is a collective endeavour of our students as well as staff in an effort to recognize our place and responsibility on this planet. The college uses solar energy and practices rainwater harvesting. To set up a supportive remote learning experience using educational technologies to meet the challenges posed by the COVID-19 pandemic. Online platforms viz., Google Meet, Zoom, WhatsApp, etc. were fully utilized to facilitate online teaching, learning and evaluation. Teachers delivered lectures and offered study materials like handouts, PPTs, photos, animations for making the teaching learning practice effective and fruitful. Interaction among students and with teachers was well organized through WhatsApp groups. The regularity of classes was monitored every month in order to ensure that none of the course is lagging behind. Rain water harvesting, leakage free

pipelines and faucets, etc. ensure controlled usage of water. The Sports Committee organized online yoga classes for empowering the physical and mental health of the students as well as staff members of the college during COVID-19 pandemic lockdown.

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

The college provides affordable education to all students. Special attention has been provided to girl students as it occupies approximately 80% share in the total strength. The College library provides reading rooms for the girls' students. Green campus has been maintained by student volunteers of NSS. During the lockdown, webinars addressed relevant issues. The college creates a safe space for our students. Gender sensitization extends beyond the classroom through events that reinforce the institution's vision. Faculty members and students are encouraged to carry out 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 of our college is:

1. To activate e-library proper mode as it is still under automation process;
2. To establish new UG and PG programmes;
3. To construct new PG block;
4. To construct a polyhouse;
5. To construct teachers' hostel;
6. To make proposal for opening commerce block;
7. To implement yoga as a subject in vocational and professional courses.