



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVERNMENT P.G.COLLEGE KUNIDHAR MANILA
Name of the head of the Institution	Dr. Lalit Prabha Sharma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	05966248123
Mobile no.	9719360981
Registered Email	gdc.manila@gmail.com
Alternate Email	iqac.gpgcmanila@gmail.com
Address	Manila (Almora) Uttarakhand Pin code-263667
City/Town	Manila
State/UT	Uttarakhand
Pincode	263667

<b>2. Institutional Status</b>	
Affiliated / Constituent	<b>Affiliated</b>
Type of Institution	<b>Co-education</b>
Location	<b>Rural</b>
Financial Status	<b>state</b>
Name of the IQAC co-ordinator/Director	<b>Dr Narendra Kumar</b>
Phone no/Alternate Phone no.	<b>05966248123</b>
Mobile no.	<b>9412346109</b>
Registered Email	<b>gdc.manila@gmail.com</b>
Alternate Email	<b>iqac.gpgcmanila@gmail.com</b>

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://gpgcmanila.in/aqar-information">http://gpgcmanila.in/aqar-information</a>
<b>4. Whether Academic Calendar prepared during the year</b>	<b>Yes</b>
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.gpgcmanila.in">http://www.gpgcmanila.in</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
<b>1</b>	<b>B</b>	<b>2.31</b>	<b>2011</b>	<b>08-Jan-2011</b>	<b>07-Jan-2016</b>
<b>2</b>	<b>B</b>	<b>2.01</b>	<b>2017</b>	<b>28-Mar-2017</b>	<b>27-Mar-2022</b>

<b>6. Date of Establishment of IQAC</b>	<b>06-Jul-2012</b>
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<b>7. Internal Quality Assurance System</b>
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Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

NSS Day	24-Sep-2019 1	87
Annual Games	13-Mar-2020 1	50
International Yoga day Online	21-Jun-2020 1	100
World Enviornment Day	05-Jun-2020 1	50
One day workshop on Women empowerment and Self Defense	28-Dec-2019 1	32
One day workshop entitled Quality enhacement in Higher education and Innovation	13-Nov-2019 1	95

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RUSA One and two	New Facility	State Government	2019 365	55.41
Rusa two	Construction	State Government	2019 365	80

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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View Link](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1 Counseling of students were done to allot subjects before admission. 2 Various committee were formed for different work. Monitoring of the work done in the college. 3.College website was updated. 4.Teachers were motivated to participate in various academic activities.Many teachers attained Refresher/Work shop/Seminar etc. 5.Organise annual sports day and Various Programme was organised through NSS /Eco Club/College Science Parishad

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

Plan of Action	Achivements/Outcomes
Career Counseling were organised	students were benifited from Career Counseling
Counselling of students at the time of admission	Successfully done by admission committee
Teachers were encourage to attained faculty development programme /Workshop/Seminar	Teachers attained Refresher course/Work shop/Seminar
Various activites to enhance quality culture in higher education were organised through Various Commetti	Sucessfully done
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Principal, Government P.G.College, Kunidhar, Manila	09-Aug-2021

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

26-Jan-2020

**17. Does the Institution have Management Information System ?**

No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The curriculum is designed and updated as per the UGC norms by Board of Studies of Kumaon University, Nainital which comprises senior professors of Kumaon University as well as other University of India and faculty members of government colleges. The University communicates the curriculum to the college through e-mails. Faculty as well as students also download curriculum from official website of Kumaon University. The heads and Teachers of different departments further ensure and deliver the curriculum to the students. Every department keep hard copy as well as soft copy of syllabus in the department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	Nil	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

#### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	0
No file uploaded.		

#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

A well-structured questionnaire is added to design and obtain the feedback from the teaching staff as well as students. Thereafter, the feedback is analyzed thoroughly and statistically to get the final decision as the result. Moreover, IQAC meeting is organized at college level to discuss further about the improvement of teaching quality and removing the flaws. After analyzing the feedback received from the students, college needs to improve the internet facilities and girls common room requirements.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	History	60	5	5
MA	Economics	60	5	5
MA	Hindi	60	0	0
MA	Political Science	60	21	21
BSc	ZBC/PCM	80	8	8
BA	Arts	320	86	86
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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	282	57	0	0	13

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

13	13	2	2	2	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Several students are enrolled in different course programmes of the college. However, the sanctioned posts for teachers is very less as compared to the student ratio. Hence, a systematic student mentoring system is not possible. But the faculty members guide their students time-to-time for solving their problems and career counseling cell of the college conduct seminars related to their career opportunities. Career counseling cell also conducts the career oriented lectures by inviting the resource person of the different fields available in nearby locality.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
339	13	1:26

**2.4 – Teacher Profile and Quality**

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	13	6	0	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nill	Nill
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**2.5 – Evaluation Process and Reforms**

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	ARTS	First Year	14/09/2020	19/10/2020
BSc	SCIENCE	First Year	18/09/2020	07/10/2020
BA	ARTS	III,V	02/12/2019	20/01/2020
BSc	SCIENCE	III,V	03/12/2019	03/01/2020
MA	Political Science/History/Economics/Hindi	I,III	16/09/2020	28/09/2020
BA	ARTS	VI	14/09/2020	17/10/2020
MA	Political Science/History/Economics/Hindi	IV	21/09/2020	28/09/2020
BSc	SCIENCE	VI	16/09/2020	21/10/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Different departments maintain a time table for students to internally evaluate them. Various methods are adopted by faculties such as written tests, seminars, debate competition, poster presentation, group discussion, quiz competition, assignments, etc. The students are also evaluated on the basis of their class attendance, punctuality and discipline. The marks of internal assessment are added with external examination to get the final result.

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

Govt. P.G. College, Manila (Almora) is an affiliated government college and comes under rural areas of district Almora. The college prepares its academic calendar at the beginning of the session annually that comprises starting of the session, admission dates, student union election date, tentative examination schedule (for both odd and even semester sessions), number of working days and holidays. However, the changes may occur due to the changes incorporated by Kumaun University or the Government policies. our college also implements NSS work-plan /calendar provided by the affiliated University for all the NSS volunteers for conducting the related programs (camps and activities).

## 2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A.	BA	ARTS	81	79	97.53
B.Sc.	BSc	PCM/ZBC	4	4	100
M.A.	MA	Hindi	1	1	100
M.A.	MA	Economics	4	4	100
M.A.	MA	Political Science	12	12	100
M.A.	MA	History	6	6	100

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## 2.7 – Student Satisfaction Survey

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

<http://gpgcmanila.in/student-satisfaction-survey-sss>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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



Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	00	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NA	NA	NA	NA	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Physics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Physics	1	Nil
National	Botany	1	Nil
International	Sociology	2	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physics	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Nil	NA	Nil	Nil	Nil	Nil	Nil
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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	NA	NA	Nil	Nil	Nil	Nil
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	2	4	0	0
Attended/Seminars/Workshops	0	3	1	36
Resource persons	1	2	0	0
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Nil	Nil	0	0
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	NA	NA	0
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#### 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	NSS, Govt. P.G. College Kunidhar, Manila (Almora)	05 One Day camp	2	884
Eco club	Eco Club Cell Govt. P.G.	Plastic Waste and Elimination	1	19

	College Kunidhar, Manila (Almora)			
Anti Drug	Anti drug cell in collaboration with UK POLICE ADMINISTRATION and Medical Officer	Drug abuse and its prevention	10	52
women harassment redressal	women harassment redressal cell in collaboration with Army Person	women empowerment and self defenses t	9	32
Council of Science	Council of Science in collaboration with higher education Uttrakhand	Uchch Gunvatta mein Unnayan ewam Nawachar	15	95
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
No file uploaded.			

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
115.41	113.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with LCD facilities	Newly Added
Others	Newly Added
No file uploaded.	

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Partially	Nil	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9556	Nil	0	Nil	9556	Nil
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr Vikas Dubey	2	www.kisanpgcolleg e.ac.in	25/06/2020
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	13	0	1	0	0	1	3	10	0
Added	8	1	0	0	0	0	0	0	0
Total	21	1	1	0	0	1	3	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Physics 2 modules	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5636903	2164236	0	0

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

The college is governed and managed by the Uttarakhand government. The Directorate, Higher Education funds for the maintaining the academic and nonacademic facilities. In the present academic year, the physical progress of different facilities in the college includes well infrastructure classrooms, library and reading room. Renovation, repair and upgradation is maintained timely such as repairing of old furniture, purchasing of new furniture, old building repair and new construction also. Reference books are issued to the students to meet the demand of their syllabus for entire term. The library is timely updated with the new reference books as per the changes in the syllabus. Students can also watch the video lectures of their respective subjects through EduSAT telecasted by the Govt. of Uttarakhand. A sports ground is available along with the volleyball and badminton courts and other games i.e., kabaddi, kho-kho etc Intercollegiate university competition were organized once a year along with Annual Sports Day. In the starting of every session various committees were formed for various works and work has been done successfully through these committees.

<https://gpgcmanila.in>

**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post-Matric Scholarship for SC students- Uttarakhand	31	134120
Financial Support from Other Sources			
a) National	JRF-UGC	1	336000
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Nil	Nil	0	Nil
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Nil	0	0	0	0
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	Nil

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Reliance Jio Almora college 22 April 2019	90	12	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	36	BA	Faculty of Arts	Govt. P G college Manila	MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Games	College	30
Athletic male tournament	Inter-Collegiate	3
Athletic female tournament	Inter-Collegiate	3
Volley- ball male tournament	Inter-Collegiate	7
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has an active student union which is elected annually directly by the students through a transparent electoral process. For this a committee of faculty members is formed to carry out the election as per the constitution laid down by affiliating university and strictly adhering to the recommendations of Lyngadoh Committee. Presently, office bearers of the student union include President, Vice President (for girls and boys separately), Secretary, Joint Secretary, treasurer along with university representatives for all faculties, i.e. Arts, Commerce and Science. The students are informed well in advance about election schedule through notice board, newspapers, etc. The election procedure comprises of declaration of election date, ensuring model code of conduct, filing of the nomination with required documents, withdrawal of names and general gathering. The polling, counting and declaration of results as well as the oath ceremony is done on the same day. 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. The college provides funds, created out of the fees from the students at the time of admission, to meet normal expenses essential for functioning of the student union. The student union not only acts as a link between college administration and students but also gives expression to students constructive aspirations, help in sorting out problems, give constructive suggestions and support for the welfare of the college, etc. The students are given proper representations in various committees such as sports, Anti-ragging Cultural Council and various other cells. Their useful constructive suggestions are respected and implemented. In addition to student union, students are also given representation at the departmental level in the form of department associations. These associations are actively involved in carrying out different co-curricular and extra-curricular activities like quiz, poster, debate competitions, etc., hence contributing in holistic development of the college community.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

The institution promotes a culture of participative management. The college functions under the rules and regulations set by the Directorate of higher education, Uttarakhand. The principal is the head of the institution who runs the College with the help of teaching and non-teaching staff. The college practices decentralized and participative management approach in all its activities, initiatives and decision making by involving In-charges, Heads of the departments and faculty members at all levels. The various committees are in place to review the progress in various functions and accordingly take necessary timely action for ensuring excellence in respective areas. The staff and other stakeholders are empowered helping in creating a harmonious and positive attitude in the College leading to increased efficiency, improved communication, motivation and job satisfaction.

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

Partial

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	College doesn't has freedom to develop its own curriculum as it comes under the SSJ university development process, either as member of boards of studies or reviewers of journals.
Teaching and Learning	The college always has aimed at effective curriculum delivery via well-planned teaching - learning methods sometimes special lectures are organized by inviting experts form different institutions under career counseling all and others.
Examination and Evaluation	Form the beginning of each year/semesters, students are made aware of their evaluation on the basis of attendance, internal tests and



	assignments moreover, the college encourages faculty members to attend workshops, faculty development courses, etc. to understand the new system of evaluation.
Library, ICT and Physical Infrastructure / Instrumentation	We have a fully- automated integrated library management system and a well established e- granthalay since 2020 several e-books, e-journals, etc., and numerous textbooks, reference books are available for students in library under RUSA. Our college has provided its students with free high speed internet and wi-fi facilities with a well established computer lab. Under RUSA funding ,college has a well equipped library and reading room, gymnasium, girl's common room, laboratories , smart classes , etc. for facilitating the students.

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

E-governance area	Details
Planning and Development	Planning and development of college is clearly uploaded as college's vision and mission on institutional website.
Administration	MIS software under administration enables college authority to exercise full supervision over all the service modules in the office.
Finance and Accounts	IFMS software under finance and accounts is being used in connection with the salaries of staff members since 2019. PFMS software is also being used for financial transactions of the government under RUSA.
Student Admission and Support	<ul style="list-style-type: none"> <li>• Student admissions are done online through university portal.</li> <li>• Online admission verification.</li> </ul>
Examination	<ul style="list-style-type: none"> <li>• Student examination forms are applied online through university portal.</li> <li>• Online examination form verification.</li> </ul>

#### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	Nil	Nil	Nil	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term Course	1	22/11/2019	28/11/2019	7
Orientation Program for NSS Program Officers1	1	16/12/2019	22/12/2019	7
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Faculty development through encouraging participation in orientation programmes, refreshers, conferences, workshops and seminars. 2. Implementation of pay revisions as and when Government approves. 3. Implementation of DA regularly. 4. Sanction of yearly increments as per norms. 5. Career advancement as per UGC regulations. 6. GPF/NPS. 7. Gratuity 8. Group Health Insurance 9. Provision of Medical and Maternity/Child care leaves as per government norms. 10. pension</p>	<p>1. Implementation of pay revisions as and when Government approves. 2. Implementation of DA regularly. 3. Sanction of yearly increments as per norms. 4. Career advancement as per UGC regulations. 5. GPF/NPS. 6. Gratuity 7. Group Health Insurance 8. Provision of Medical and Maternity/Child care leaves as per government norms. 9.pension</p>	<p>Tution fee not levied</p>

## 6.4 – Financial Management and Resource Mobilization

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

Internal audit has been done by Physical Verification committee of the college. External audit has been done by AG Office Dehradun . AG Office Dehradun audit in year 2017 from 08/02/2017 to 21/02/2017. All account books are maintained by the accountant office of the College which is verified by the accountant on every day basis.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Committee formed by Director Higher Education, Uttarakhand	Yes	Principal, Govt. P.G. College, Manila
Administrative	Yes	Committee formed by Director Higher Education, Uttarakhand	Yes	Principal, Govt. P.G. College, Manila

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

The college has a PTA body which looks after the immediate local demands.

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

Nil

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

Some initiatives taken by the college after the NAAC. Re-accreditation process that culminated it the visit by the peer team in 2016 are: 1.wi-fi and internet facility. 2 well equipped smart classes and 3.computer lab facility.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	Nil	Nil	Nil	Nil	0
No file uploaded.					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
women empowerment and self defences	28/12/2019	28/12/2019	26	6
international women's day	08/03/2020	08/03/2020	56	17

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

Percentage of power requirement of the University met by the renewable energy sources
solar street lights are installed in our campus wherever necessary. Cleanliness and environmental awareness programmes and campaigns are organized time to time in our college. With its dense green canopy and rich biodiversity, college campus is in a leading position of maintaining a sustainable campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4
Rest Rooms	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	24/09/2019	1	swachchta hi sewa Pakhwada	plastic waste and its elimination	38
2020	1	1	13/11/2019	1	uchha gunwatta mean unnayan ewam navachar	Green Campus Clean Campus	95
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Nil	Nil	Nil

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NSS Day celebration	24/09/2019	24/09/2019	87
International Aids day	01/12/2019	01/12/2019	88
Sparsh Ganga Diwas	17/12/2019	17/12/2019	90
No file uploaded.			

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

1.On different occasions like World's Environment Day, Harela and Azadi ka Amrit Mahotsav, many trees have been planted in the college campus. 2.Burning of wastes is prohibited in order to minimize air pollution. 3.Solar lights and panels are launched to use natural solar energy for lights during night in college campus. 4.Switching over to energy efficient LED bulbs.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1.Communication skills for the students for helping them in their studies ,career development ,job interview and social networking. 2.Slow learning students have come out with better performance in University examinations percentage of failure has been decreased. 3.Two National webinars organized by the college contributed in enhancement and encouragement of students skills.

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

<https://gpgcmanila.in/best-practices>

## 7.3 – Institutional Distinctiveness

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

1.Education in our college extends beyond classes, books and research paper. Our college always finds way to have right balance between academic and non academic activities. 2. to inculcate the value of social responsibilities in the minds of students through various programmers under NSS, Rovers and Rangers, career counselling etc. To create a social awareness among students on the need for helping orphans , the elderly and differently abled people. Our college tries its best to motivate the students to acquire skill and education.

Provide the weblink of the institution

<https://gpgcmanila.in/about-college>

## 8.Future Plans of Actions for Next Academic Year

- To conduct more and more seminars and workshops at national and international levels.
- To strengthens the participation of PTA and Alumni in academic and social activities of the institution.
- To enhance counselling services to the students for providing instantaneous help to the needy students.
- Institutional

collaboration with Private Placement Agencies for enhancing placements. • To encourage the faculty to undertake minor and major research projects. • To achieve academic excellence by improving the pass percentage and encouraging the students to pursue higher studies and clear the competitive exams.