Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

(2018-19)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp.: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.*(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1.Details of the Institution

1.1 Name of the Institution

Govt. P.G.College, Dwarahat

1.2 Address Line 1

Post Office- Dwarahat

Address Line 2

District-Almora

City/Town

Dwarahat

State

Uttarakhand

Pin Code

263653

Institution e-mail address

gpgcdwarahat@yahoo.com

Contact Nos.

05966 - 244447

Name of the Head of the Institution:

Dr.A.K. Srivastav

Tel. No. with STD Code:

05966-244447

Mobile: 09412125476

Name of the IQAC Co-ordinator: Dr. Prem Prakash

Mobile: 9412036076

IQAC e-mail address: iqacdwarahat@yahoo.com

1.3 **NAAC Track ID** UACOGN13764

1.4 Website address: www.gpgcdwarahat.in

Web-link of the AQAR: http://www.gpgcdwarahat.in/AQAR2018

1.5 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	"B"	2.47	2009	05 year
2	2nd Cycle	"B"	2.70	2015	05 year
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC : DD/MM/YYYY 01-09-2009

1.7 AQAR for the year*(for example 2010-11)* 2018-19

1.8 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i.   AQAR 2009 _____(29/05/2014)
  ii.   AQAR 2010 _____ _____ (29/05/2014)
 iii. AQAR 2011_____ _____ (29/05/2014)
 iv. AQAR 2012_____ _____ (29/05/2014)
  v.   AQAR2013 _____ _____ (06/08/2014)
 vi. AQAR2014 _____ _____ (16/07/2015)

vii. AQAR2015 _____ _____ (30/08/2016)
viii. AQAR2016 _____ _____ (26/11/2017)
ix. AQAR2017 _____ _____ (-)
x. AQAR2018 _____ _____ (-)

1.9 Institutional Status

University   State   CentralDeemedP √   □   □   □

Affiliated College   Yes √   No   □

Constituent College   Yes □   No   √

Autonomous collegeof UGC   Yes □   No   √

Regulatory Agency approved Institution   Yes □   No √

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education √   Men □   Women □

Urban □   RuralTribal √   □

Financial StatusGrant-in-aid   UGC 2□ UGC 12B √   √

Grant-in-aid +Self FinancingTotally□elf-financing   □

1.10 Type of Faculty/Programme

Arts √   Science √   Commerce √   Law □ PEI(PhysEdu) □

TEI (Edu)E□neering   H□th Science   □   Management □

Others(Specify)   [.]

1.11 Name of the Affiliating University *(for the Colleges)*   [Kumaun University, Nainital]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University NO

University with Potential for Excellence NO UGC-CPE NO

DST Star Scheme NO UGC-CE NO

UGC-Special Assistance Programme NO ST NO

UGC-Innovative PG programmes NO other (*Specify*) NO

UGC-COP Programmes NO

2.IQACComposition and Activities

2.1No. of Teachers 03

2.2No. of Administrative/Technical staff 01

2.3No. of students 02

2.4No. of Management representatives Nil

2.5No. of Alumni 02

2. 6 No. of any other stakeholder and
Community representatives 02

2.7 No. of Employers/ Industrialists Nil

2.8 No. of other External Experts Nil

2.9 Total No. of members 10

2.10No. of IQAC meetings held 03

2.11 No. of meetings with various stakeholders: No. Facu 8 3

Non-Teaching StaffStude 2 Alumni 2 rs 1 -

2.12Has IQAC received any funding from UGC during the year? Yes - No √

If yes, mention the amount -

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. Inter| 1 |onalNationalState| - |ution Level | - | | | | √ |

(ii) Themes

| Core topics of real analysis of undergraduate Mathematics (Workshop) |

2.14 Significant Activities and contributions made by IQAC

> In the session 2018-19 following are the significant activities & Contributions of IQAC
>
> (i) Academic Calendar for the session was more holistic approach and its successful implementation was monitored by IQAC.
> (ii) Many activities organised such as Workshop, university level competition, department wise orientation programme, counselling programme for ensuring quality in higher education and creating awareness to bridge the gap between traditional pedagogy and 21 century learner.
> (iii) Institutional Social Responsibility activities were organised with due importance through NSS, NCC.
> (iv) Proposal for opening of P.G. Course (in Hindi, Botany, Mathematics, Chemistry and English) andU.G. Course(Geography, Sanskrit and Home Science)
> (v) Attempt to get more posts from Govt.
> (vi) Up gradation of Laboratories and Library.
> (vii) Submitted institutional data to AISHE for the year 2018-19.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards qualityenhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
(i) Academic Calender(Holistically Designed).	The academic calender for the session 2018-19 was more elaborate and successfully executed
(ii) Extension of Social Participation (Outreach Programs)	Many activities organised during the session(Organised mainly through NSS, NCC). Various lectures delivered by the faculty members to school students.

(iii)	Minor project submission	Prepared and submitted. One minor project is ongoing.
(iv)	To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance	In progress

* Attach the Academic Calendar of the year as Annexure.

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Academic Calendar for the year 2019-20

New session Begins:	July 05, 2018
Last date of admission	July 20, 2018 (First Year)
Student election	Second week of September 2018
Intercollegiate Chess Tournament	First week of March, 2019
Educational Seminars/Activities	October, November, December 2018
Outdoor Games	Third week of April (2019)
Special NSS Camp	December Second week
Indoor Games	Second week of February (2019)
Alumni meeting	Second week of November (2018)
Winter Vacation	January 2019, 2nd week onwards
PTA meetings	August (2018), last week May (2019)
College Reopens	February 2019
College Annual Function	Second week of May, 2019
University Practical Exams	last week of November 2018
	First week of May 2019
University Annual Exams	first week of December (2018) onwards
	Second week of May 2019 onwards

</div>

2.15 Whether the AQAR was placed in statutory body - **NA**   Yes ☐ ☐

Management ☐   yndicate   Any other ☐   ☐

Provide the details of the action taken-   **NA**

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	03	0	0	0
PG	03	0	0	0
UG	03	0	0	0
PG Diploma	0	0	0	0
AdvancedDiploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	09	0	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	0
Annual	1

1.3 Feedback from stakeholders* Alumni ☑ Parents ☑ mployers ☑ Students ☑
   (On all aspects)

Mode of feedback: Online ☐ Manual Co-ching schools (for PEI) [√] ☐

Please provide an analysis of the feedback in the Annexure

Analysis of the feedback from Alumni and parents

o   The analysis of the feedback revealed that the alumni were satisfied with the available infrastructure of the college. However they raised the issue of playground to be acquired by the institution.

o   They appreciated the quality teaching from the available teachers but also demanded to increase efforts to get teachers in the subjects where these were not available.

o   They appreciated the career counselling session and asked for more meets on campus placements. The extension activities accomplished by the College through NSS where highly appreciated by the alumni, parents and local population.

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	06	03	0	-

2.2 No. of permanent faculty with Ph.D.   08

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	07	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty | 0 | | 0 | | 07 |

2.5Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	01	05	0
Presented papers	06	01	-
Resource Persons	-	-	-

2.6Innovative processes adopted by the institution in Teaching and Learning:

College adopts various alternate approaches for teaching-learning, which have opened the way for innovative practices. The institute has various teaching learning methods apart from regular lecture method like role plays, interactive sessions, oral presentations, poster presentation, Model exhibitions, Debate, power point presentation, educational trips and Guest lecture series etc. The students are also required to attend seminars organized regularly by the institute. The institute promote experiential leaning by method of course based presentation and seminar on current issues and development in global context.

> 1.Tutorials for students by faculty members.
> 2. Starting of remedial teaching
> 3. Regular departmental activities.
> 4. Extension of Learn Activities
> 5. Participation of students at various level through NCC and NSS.

2.7Total No. of actual teaching daysduring this academicyear | 244 |

2.8Examination/ Evaluation Reforms initiated by the Institution | NA |

(for example: Open Book Examination,Bar Coding,Double Valuation, Photocopy, Online MultipleChoice Questions)

2.9No. of faculty members involved in curriculumrestructuring/revision/syllabusdevelopmentas member of Board of Study/Faculty/Curriculum Development workshop

| N/A | N/A | N/A |

2.10 Average percentage of attendance of students   81%

2.11 Course/Programme wisedistribution of pass percentage:-

Title of the Programme	Total no. of students appeared	Division				
		Distin %	I	II	III	Pass %
B.A. I	206	--	21	106	42	82
B.A. II	143	--	18	78	38	93.7
B.A. III	92	--	19	63	10	100
B.Com. I	59	--	3	24	18	76
B.Com. II	51	--	6	27	9	82
B.Com. III	30	--	4	19	4	90
B.Sc. I	107	--	29	34	24	81
B.Sc. II	87	--	22	42	13	88.5
B.Sc. III	51	--	18	24	3	88.23
M.A. History	07	--	03	04	0	100
M.A. Sociology	10	--	05	05	0	100
M.A. Political Science	06	--	02	02	0	66.67

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

➢ Regular presentation and knowledge sharing by senior faculty members for the other faculties to sharpen their skills.
➢ To boost teaching& learning, individual contact&discussion with faculty members and student representatives,regular meetings held for suggestions and sharing experiences.
➢ Almost every activity is monitored to enhance the quality of teaching& learning process & now students are also realising this difference.

2.13 Initiativesundertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil

Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	03
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	01	01	--	01
Technical Staff	--	--	--	04

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> 01. Department level seminars.
> 02. Assignments at PG level.
> 03. Project work at UG level [Science].
> 04. Promoting students for higher education and so the research.
> 05. Visit to different scientific institutes for exposure and attract towards research

3.2   Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3   Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	Nil	01	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4   Details on research publications

	International	National	Others
Peer Review Journals	06	01	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	01

3.5 Details on Impact factor of publications:

Range | Nil | Average | 4.8 | h-index | Nil | Nos. in SCOPUS | Nil |

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	January,2018- January,2019	ICSSR New Delhi	1,00,000	80000
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects *(other than compulsory by the University)*	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. Ofbooks published

i) With ISBN No.Ch | Nil | Edited Books | Nil |

ii) Without ISBN No. | Nil |

3.8 No. of University Departments receiving funds from

UGC-SAP [Nil] DST-F [Nil] [Nil]

DPE [Nil] DBT Scheme/funds [Nil]

3.9 For colleges Autonomy [Nil] CPE [Nil] ar Scheme [Nil]

INSPIRE CEAny Oth [Nil] cify) [Nil] [Nil]

3.10 Revenue generated through consultancy [Nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	14
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil
Maths Department	Nil	Nil	Nil	Nil	02
Botany Department	Nil	Nil	Nil	Nil	00
ZoologyDepartment	Nil	Nil	Nil	Nil	02
Physics Department	Nil	Nil	Nil	Nil	02
Faculty of Arts	Nil	Nil	Nil	Nil	06

3.12 No. of faculty served as experts, chairpersons or resource persons [01]

3.13 No. of collaborations International [Nil] nal [Nil] y other [Nil]

3.14 No. of linkages created during this year [Nil]

3.15Total budget for research for current year in lakhs:

From fundingagencyFrom Management University/College | Nil

Nil

Total | Nil

3.16No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17No. of research awards/ recognitions received by faculty and research fellows of theinstitutein the year

Total	International	National	State	University	Distt.	College
Nil	-	-	-	-	-	-

3.18No. of faculty from the Institutionwho are Ph.D.Guides | 03

and students registered under them | 03

3.19 No. of Ph.D. awarded by faculty from the Institution | Nil

3.20No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | Nil   SRF | Nil roject Fellows Nil her | Nil

3.21 No. of students Participated in NSS events:

University level Nil State level | Nil |

National level International level | Nil | | Nil |

3.22 No. of students participated in NCC events:

University level State level | 20 | | 12 |

National level   International level | Nil | | Nil |

3.23 No. of Awards won in NSS:

University level | Nil | State level | Nil |

National level   International level | Nil | | Nil |

3.24 No. of Awards won in NCC:

University level | Nil | State level | Nil |

National level   International level | Nil | | Nil |

3.25 No. of Extension activities organized

University forum College forum | 0 | | 02 |

NCC NSS Any other | 04 | | 04 | | 0 |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

NSS camp, blood donation camps, AIDS awareness, afforestation drive, discourage polythene use, NCC camps, career counselling, literacy mission, adolescence programmes.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	165528 Sq. mt.	Nil	---	165528 Sq. mt.
Class rooms	13	Nil	---	16
Laboratories	04	Nil	---	04
Seminar Halls	01	Nil	---	Nil
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	Nil	Nil	---	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	---	Nil
Others	Nil	Nil	---	Nil

4.2 Computerization of administration and library

> - Computerization of administration and library.
> - Listing and documentation of books in computer has been done in library.
> - Majority treasury work (as salary) is online.
> - Major part of communication with state government, department of higher education and other agencies is online.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	11970	-	425	-	12395	-
Reference Books	2900	-	58	-	2958	-
e-Books	-	-	-	-	INFLIBNET	-
Journals	5	-	1	-	6	-
e-Journals	Nil	-	Nil	-	INFLIBNET	-
Digital Database	Nil	-	Nil	-	Nil	-
CD & Video	Nil	-	Nil	-	Nil	-
Others (specify)	Nil	-	Nil	-	Nil	-

4.4 Technology up gradation (overall)

	Total Computer	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	12	Nil	06	Nil	Nil	02	08	Nil
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	10	Nil	06	Nil	Nil	02	08	Nil

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Nil

4.6 Amount spent on maintenance in lakhs:

i) ICT

Nil

ii) Campus Infrastructure and facilities

1.11 lakh

iii) Equipments

0.25 lakh

iv) Others

1.92 lakh

Total:

3.28 lakh

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Counselling regarding Scholarships such as scholarship for SC/ST/OBC/Minority, Inspire fellowship etc
- Counselling regarding NCC and NSS.
- Counselling regarding college and departmental library facilities

5.2 Efforts made by the institution for tracking the progression

- Continuous activities organised at individual department as well as college level.
- Various Evaluation techniques (unit test, quiz , debate etc.) organised regularly.
- Individual contact programme of IQAC members with students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
836	47	7	----

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
325	36.51

No	%
565	63.48

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
603	265	01	14	Nil	883	608	264	01	13	Nil	886

Demand ratio1:1,   **Dropout %**33%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Remedial teaching, Personal counselling and monitoring

No. of students beneficiaries

> Approx 150

5.5 No. of students qualified in these examinations

NET / SET/SLET/GATE/CAT/IAS/IPS/State PSC/UPSC/Others

Items/Exams	No. of students selected /qualifying
Net	Nil
SET/SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
Administrative Services	8
Medical institute	20
Technical education Institute	20

5.6 Details of student counselling and career guidance

(i)   Before taking admission, every admission committee elaborates the future prospect of corresponding subject.
(ii) Every department has a notice board. It displays the newspaper cuttings, employment information, competitive exam, higher study & research facility in other institutions of India& abroad.

No. of students benefitted   Approx. 70

5.7Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Not Known

5.8 Details of gender sensitization programmes

> ➢ Prevention of Sexual Harassment cell is well established in the Institution. Which organise various awareness activities on regular interval.
> ➢ Continuous monitoring by Proctorial board.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level Interational level | Nil | Nil   Nil

No. of students participated in cultural events

State/ University level | Nil | National level | Nil | International level | Nil |

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 01 | National level | 01 | International level | Nil |

Cultural: State/ University level | 01 | National level | 01 | International level | Nil |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	89	Online Process(paid by Social Welfare Department)
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fair   : State/ University level | Nil | National level | Nil | International level | Nil |

Exhibition: State/ University level | Nil | National level | Nil | International level | Nil |

5.12 No. of social initiatives undertaken by the students | 04 |

5.13 Major grievances of students (if any) redressed:

                01. Separate urinals for girl students.

                02- Separate library section for science stream.

                03- Separate book bank facility in each department

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision- To develop as a centre of excellence and to glorify as learning and Knowledge Hub of teaching Consultancy, students support system & effective management with innovative practices in diversified areas of higher education, to both the teachers and learners in realising their full potential and its utilisation in national development with deep sense of professional ethics and values .

Mission-
- ➢ Optimum development of human recourses .Creation & dissemination of knowledge in conventional and modern field.
- ➢ Enhancing access and equity with focus on Quality. Optimum utilization of information and Communication technologies.
- ➢ Skill and Competence development and enhancing student's employability.

6.2 Does the Institution has a management Information System - Yes

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- College has its own website----- www.gpgcdwarahat.in. All relevant information has been updated on the website.
- College use Biometric for attendance management system.
- Integrated Library Management system.
- We have networked CCTV camera installed in administrative block and science block.

6.3 Quality improvement strategies adoptedby the institution for each of the following:

   6.3.1 Curriculum Development

(i)   Development of Comprehensive prospectus of college, which includes information viz. course information, course combinations available, departmental & faculty profile, resources viz. library, internet, indoor & outdoor games available, reading room etc.

(ii) Emphasis on humane teaching values to inculcate a sense of equality and respect for the surrounding environment.

(iii) Emphasis on co-curricular activities to gain various levels of objectives of the syllabus.

6.3.2 Teaching and Learning

(i) Revised the time table to make it more learners centric & enhance the lecture period duration in science.
(ii) Course/Subject counselling of individual students before admission.
(iii) Undertaking by the students for minimum 75% attendance.
(iv) Organisation of departmental seminars and workshops.
(v) Preparation & execution of subject specific test series.
(vi) Individual problem solving during extra class.
(vii) Allotments of individual problems, projects & suggesting reference books at UG & PG level.
(viii) To provide tutorials, projects to the students.

6.3.3 Examination and Evaluation

➢ Internal assessment 40% at PG level.
➢ Internal Quiz & mock tests, monthly Continuous and comprehensive Evaluation (CCE).

6.3.4 Research and Development

➢ Minor projects at UG level.
➢ Assignments and projects at PG level.
➢ 07 Students doing Ph.D. in different department.
➢ Maintenance of Botanical Garden by students.
➢ One Minor project is ongoing in Economics department.

6.3.5 Library, ICT and physical infrastructure / instrumentation

➢ Accessibility in the library is better than previous years.
➢ Broad band connection is available in the library.
➢ Separate chambers for departments, Meeting room and conference hall.
➢ Procurement of equipment in Physics, Chemistry, Botany and Zoology Departments.
➢ Departments provided with computers.

6.3.6 Human Resource Management

➢ Optimal utilization of available human resources especially in office.
➢ Sharing of work
➢ Deputation of Lab staff in Library/Office after lab hours and cleaning of campus
➢ Faculty given extra responsibilities viz. NCC, NSS, NAAC, UGC, RUSA, EDUSAT etc.

6.3.7 Faculty and Staff recruitment

> Through State public service commission and Directorate of Higher education
> Uttarakhand

6.3.8 Industry Interaction / Collaboration

> Nil

6.3.9 Admission of Students

> - Continuous publication of events/ activities of college by use printing media.
> - Some faculty members took extra classes, even during holidays. It improved the image of college among society. It will help the college in future in admissions.

6.4 Welfare schemes for

Teaching	Staff Welfare Club
Non teaching	Tea Club
Students	√

6.5 Total corpus fund generated

> Nil

6.6 Whether annual financial audit has been done Yes [√] No [ ]

6.7 Whether Academic and Administrative Audit (AAA)have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	DHE	Yes	IQAC
Administrative	NO	DHE	Yes	Principal

6.8 Does the University/ Autonomous College declare results within 30 days?**NA**

For UG Programmes Yes [ ] No [ ]

For PG Programmes Yes [ ] No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> N/A

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N/A

6.11 Activities and support from the Alumni Association

There was one meeting of IQAC with alumni association, in November 2018. The major activities & support program are-

- Some old students taught our students in holidays. Alumni took classes on career counselling
- Majority of ex-students are frequent blood donors in blood donation camps organized by the College
- In Open University Study Centre, Alumni are Faculty

6.12 Activities and support from the Parent – Teacher Association

There were 2 meetings of IQAC with PTA in 2018 -19 academic sessions

- First meeting held on 15 August, 2018.
- Second meeting on 5 June, 2019.
- On 15 Aug, 2018, Afforestation programme in the college was mainly done with the inspiration of parents.
- The concept & implementation of meeting hall & conference hall were strongly supported by guardians.
- Guardians also appreciated the newly introduced test series.
- Parents also supported the college administration in the issue of regular attendance of students.

6.13 Development programmes for support staff

(i) One day college level seminar on quality up gradation.
(ii) Personal interaction of Principal with office staff helps in increasing the efficiency

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Plastic ban in College campus
2. Afforestation Drive in College
3. Making office paperless through computerization
4. Eco friendly disposal of paper waste (without burning)
5. Smoking prohibited in College campus
6. Awareness about deforestation.
7. All bulbs and tube lights in the college campus has been replaced by CFL/LEDS.

Criterion – VII
7. Innovations and Best Practices

7.1 Innovations introduced during this academic yearwhich have created a positive impact on thefunctioning of the institution. Give details.

(i) A good number of teachers take care to enhance the employability of the students.

(ii) Through consistent effort of the teachers, students are motivated to render services for community development.

(iii) Extension of Social Participation.

(iv) Organisation of departmental activities.

(v) Extra classes for weak students in holidays.

(vi) Allotments of individual problems & projects & suggesting reference books at UG & PG level.

(vii) To encourage participation to spread social awareness viz. female foeticide, polythene ban, plantation and literacy programme.

(viii) Encouraging teachers to use ICT in teachings (e.g. LCDS & computers) and recommend reference books for library.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at thebeginning of the year

Plan of Action	Achievements
(i) Proposal preparation for new subjects	Prepared and dispatched
(ii) Proposal for the new posts	Prepared and dispatched
(iii) Extra section demand from University in Arts faculty due to admission pressure	Got the sanction
(iv) Encouragement of the students for active participation in cultural meets and sports activity	Implemented
(v) Test series and tutorials	Implemented
(vi) Departmental library enrichment	Ongoing

7.3Give two Best Practices of the institution*(please see the format in theNAAC Self-studyManuals)*

➢ Climate Setting: regulate the physical and mental climate.
➢ Extra classes for students in holidays, Individual problem solving during extra

Provide the details in annexure

Detail of the best practices

Name of the Practice-I

Climate Setting: To accomplish holistic growth of students and establishment of healthy and happy learning environment.

Need:

A large portion of teaching effectiveness involves setting the stage. The task of getting everyone comfortable enough to learn comes with the territory. Solve comfort issues first and the learning path is smoother. Research shows that successful teachers spend 10% of classroom time optimizing the arrangement of the physical setting as well as the psychological setting-a climate of collaboration, support, openness, pleasure, and humanity.A environment of holistic approach create interest as well as personality development.

How the practice was implemented

➢ Insure a comfortable environment where basic needs for all learners are met: lighting, heat, seating, quiet, etc.
➢ Clearly specify those aspects of student performance that are the teacher's responsibility, such as essential procedures, external constraints, performance requirements (such as attendance, assignments), and summative evaluation - and those parts of the course that have mutual and negotiable responsibility (such as seating arrangements, breaks, groupings).
➢ Impart the explicit assumption that the teacher is here to facilitate learning by providing resources, tasks, and support. The teacher is not the fount of all knowledge. The teacher trusts the learners to want to learn and therefore will take responsibility for their own learning.

Results

The students were quite enthusiastic later stage as some showed apprehension at initial stages. Students were feeling self-reliant and confident after this practice and feeling more comfortable in the college.

Name of the Practice-II

Extra classes for students in holidays, Individual problem solving during extra class.

Goal

The goal is to academic upgrading to assist students in order to achieve expected competencies in core academic skills.The college wanted to create a learning environment without any time boundation and pressure. Informal way of learning among students provided enough self-paced method to design their own learning experience.

How the practice was implemented

- ➢ Determining where the students have difficulties and confusions by asking them to identify the specific concepts or principles.
- ➢ Have students work through problem on their own.
- ➢ Directing questions or give helpful suggestions but provide only minimal assistance only when needed to overcome obstacles.
- ➢ Assigning group work so that the students help each other by talking and critically thinking about the problem, about the steps needed to solve the problems.
- ➢ Providing positive reinforcement to let students to know when they have mastered a new concept or skill.

Results

This adapted individualised learning measures greatly enhanced the academic performance of students and help them to made satisfactory progress on the course. Extra-class teaching also enhanced knowledge of students, they got better opportunity and were motivated. This also improved the competencies of low achievers.

7.4 Contribution to environmental awareness / protection

- • No smoking zone implemented in college campus.
- • College level plantation programme.
- • Due to previous year's efforts, our college campus is almost "Green Campus".
- • In special camps of NSS, the emphasis was primarily on environment. These students did really well in the field of environmental awareness in Dwarahat region.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT Analysis

Strength –
- ✓ Almost pollution free zone.
- ✓ Not even a single case of ragging in last decade.
- ✓ No gender biases in campus.
- ✓ Attractive infrastructure.

Weakness-
- ✓ Dearth of good text and reference books in library.
- ✓ Numbers of faculty members are less as required.
- ✓ Less number of internet connections.
- ✓ Very few newspapers and Magazines' are available.
- ✓ Lack of own playground.

Opportunities –
- ✓ Docile and obedient students hence can be effectively moulded to learn newer things.

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8.Plans of institution for next year

(i)   Starting of M.Sc. classes.
(ii)   Organisation of at least two national conferences annually.
(iii)   Submission of some research proposals for sanctioning.
(iv)   Promotion of sports activities among students.
(v)   Making the test series more comprehensive, continuous and relevant.
(vi)   Increasing more infrastructural facilities

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_____   _____*Signature of the Coordinator,*
IQAC   *Signature of the Chairperson, IQAC*

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