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

## (2019-20)



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/Dr. A. K. Joshi

Tel. No. with STD Code:

> 05966-244447

Mobile:

> 09412125476

Name of the IQAC Co-ordinator:

Dr. Narendra Kumar Singh

Mobile:

7536881605

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/AQAR2019

1.5 Accreditation Details

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

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

**1.7 AQAR for the year** *(for example 2010-11)*    2019-2020

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*
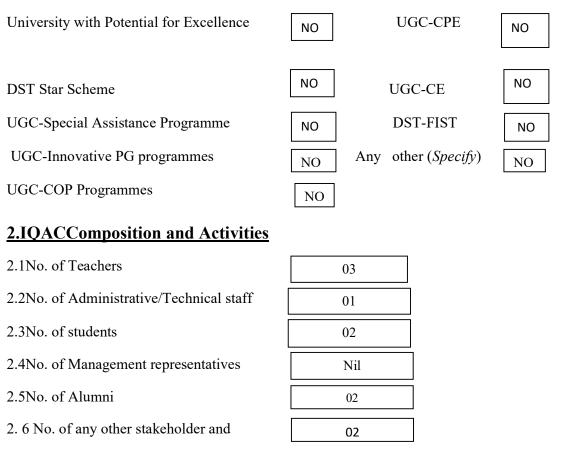
   i. AQAR 2009 _____ (29/05/2014)
  ii. AQAR 2010 _____ _____ (29/05/2014)
 iii. AQAR 2011_____ _____ (29/05/2014)
 iv. AQAR 2012_____ _____ (29/05/2014)
  v. AQAR2013 _____ _____ (06/08/2014)
 vi. AQAR2014 _____ _____ (16/07/2015)
 vii. AQAR2015 _____ _____ (30/08/2016)
viii. AQAR2016 _____ _____ (26/11/2017)
 ix. AQAR2017 _____ _____ (-)
  x. AQAR2018 _____ _____ (-)
 xi. AQAR2019 _____ _____ (-)

1.9 Institutional Status

University  State [√] Central [ ]    Deemed [ ]        Private [ ]

    Affiliated College                    Yes [√]    No [ ]

    Constituent College                    Yes [ ]    No [√]

Autonomous college of UGC        Yes [ ]    No [√]

Regulatory Agency approved Institution    Yes [ ]    No [√]

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

Type of Institution       Co-education [√]   Men [ ]   Women [ ]

               Urban [ ] Rural [√] Tribal [ ]

Financial Status Grant-in-aid [ ]        UGC 2(f) [√]  UGC 12B [√]

Grant-in-aid +Self Financing Totally        [ ]        Self-financing [ ]

1.10 Type of Faculty/Programme

    Arts [√]       Science [√]  Commerce [√]  Law [ ]  PEI (Phys Edu) [ ]

    TEI (Edu) [ ]   Engineering [ ]   Health 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 ]          DST-FIST  [ NO ]

UGC-Innovative PG programmes  [ NO ]   Any   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 ]

2.10 No. of IQAC meetings held  [ 03 ]

2.11 No. of meetings with various stakeholders: No.  [ 9 ]  Faculty  [ 03 ]

Non-Teaching Staff  [ 3 ]  Students  [ 2 ]  Alumni  [ 1 ]  Others  [ - ]

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. 06 of    International ☐    National ☐    State √    Institution Level √

| (ii) Themes | i. Workshop on "Fold Scope"<br>ii. Workshop on "Awareness Generation For RTI"<br>iii. Workshop on "□□□□□ □□□□ □□□□□□"<br>iv. Workshop on "□□□□□□□□□ □□□□□□□□□ □□□□□□□□ एवम □□□□□□ □□□□□"<br>v. Workshop on □□□□□□ □□□□ □□□ □□□□□□□□<br>vi. One day Seminar on "□□□□□□□□□□, □□□□ □□□□□□□ □□□ □□□□□□□□□ □□□□□□ एवम □□□□□□ □□□□□□□□□ 2019" |
| --- | --- |

2.14 Significant Activities and contributions made by IQAC

> In the session 2019-20 following are the significant activities & Contributions of IQAC
>
> (i) The engagement of more teachers in active research work.
> (ii) Academic Calendar for the session more holistic approach and successful implementation was monitored by IQAC.
> (iii) Organisation of different departmental programs like quiz, debate, workshop and poster competitions.
> (iv) Proposal for opening of UG (Geography Home SCIENCE Sanskrit) & P.G. Course (in Hindi, English, Botany)
> (v) Proposal for creation of new post on Commerce.
> (vi) Under construction on going of M.Sc. Laboratory through RUSA.
> (vii) Up gradation of Science Laboratories.
> (viii) Submitted data on All India Survey on Higher Education for the year 2019-20.
> (ix) Successfully organized the Faculty Development Program on dated from 16.09.2019 to 20.09.2019.
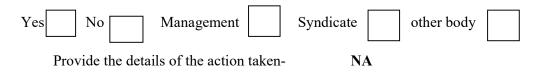
2.15 Plan of Action by IQAC/Outcome

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

| Plan of Action | Achievements |
|---|---|
| (i) Intense counselling of students before taking admission | (i) Doing successfully |
| (ii) Extension of Social Participation (outreach program) | (ii) Through NSS &NCC various Lecture series deliver by faculty member to school students |
| (iii) Undertaking filled by students about minimum 75% attendance. | (iii) In progress |
| (iv) Departmental seminars, workshop & others objective test series. | (iv) Prepared and presented by students. |
| (v) Quiz completion and Power Point Presentation | (v) Prepared and submitted |
| (vi) To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance | (vi) In progress |

*\* Attach the Academic Calendar of the year as Annexure.*

| Academic Calendar for the year 2017-18 | |
|---|---|
| New session Begins: | July 05, 2019 |
| Last date of admission | July 20, 2019 (First Year) |
| Student election | First week of September 2019 |
| Educational Seminars/Activities | October, November, December |
| Outdoor Games | Last Week of November, 2019 |
| Special NSS Camp | November Second week |
| Indoor Games | Last week November, 2019 |
| Winter Vacation | January 2017, $2^{nd}$ week onwards |
| College Reopens | $14^{th}$ February 2019 |
| PTA Meeting | Last week of November, 2019 |
| Alumni Meeting | First Week of December, 2019 |
| University Practical Exams | From third week of April, 2019 |
| University Annual Exams | $2^{nd}$ Week of May 2019 |
| IQAC meeting | July & December 2019 and March, 2020 |

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

Yes ☐  No ☐  Management ☐  Syndicate ☐  other body ☐

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 |
| Advanced Diploma | 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 ☑  Employers ☑  Students ☑
   *(On all aspects)*

Mode of feedback:  Online ☐  Manual ☑  Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure*

The feedback is collected at various levels viz. Students, Parents, faculties and Alumni. This feedback is analyzed in the presence of all faculty members and discussed various steps to improve the performance.

A team of faculties takes feedback of internal and external subject experts including feedback of all course faculties of campuses to define/review the course objectives, contents, learning outcomes and assessment tools and put up the recommendations.

Feedback is taken from eminent experts to integrate their feedback while defining curriculum/ programme. Feedback from students is also taken through class presentative meetings, and corrective measures are taken accordingly to improve the teaching learning processes.

**Students Feedback:** The feedback is collected at various levels during the academic session. The academic feedback taken every week from the class representatives.

**General Feedback:** feedback is taken on regularly regarding the general facilities including laboratories, libraries, canteen, general hygiene and cleanliness. The actions to problems of urgent /Immediate nature are addressed by the authority immediately.

The comments are accumulated at various levels in the course of the academic session the feedback taken every month from the student representatives of individual class.

**Faculty Feedback:** The academic & behaviour feedback from the students are analysed and the essential corrective measures recommended to faculty members.

**Parents Feedback:** The parents' meet performed regularly to know about the progress of their wards and to find solution for academic and behavioural problems.

**Alumni feedback:** The alumni of the college who've moved on to job or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study.

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 |
| 6 | 6 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2.4 No. of Guest and Visiting faculty and Temporary faculty  | 0 |  | 0 |  | 06 |

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|----------------|--------------------|----------------|--------------|
| Attended Seminars/ | 0 | 0 | 0 |
| Presented papers | 02 | 05 | 2 |
| Resource Persons | - | - | - |

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

College adopts various alternate approaches for teaching-learning, which have paved the way for innovative practices. The institute has various teaching learning methods apart from regular lecture method like role plays, interactive sessions, oral & poster presentations, modal exhibitions, quiz & debate competition, power point presentation, educational  field trips, 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.

2.7 Total No. of actual teaching days during this academic year  | 213 |

2.8 Examination/ Evaluation Reforms initiated by the Institution

NA

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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus developmentas member of Board of Study/Faculty/Curriculum Development workshop

N/A    N/A    N/A

2.10Average percentage of attendance of students    84%

2.11 Course/Programme wise distribution of pass percentage:-

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distin % | I | II | III | Pass % |
| B.A. I year | 186 | -- | 18 | 112 | 52 | 97.8 |
| B.A. III Sem | 164 | -- | 16 | 110 | 30 | 95.1 |
| B.A. V Sem | 140 | -- | 18 | 96 | 26 | 100 |
| B.Com. I | 77 | -- | 7 | 56 | 14 | |
| B.Com. II | 62 | -- | 6 | 38 | 12 | 90 |
| B.Com. III | 40 | -- | 8 | 21 | 7 | 90 |
| B.Sc. I | 113 | -- | 17 | 92 | 4 | |
| B.Sc. II | 82 | -- | 16 | 50 | 10 | 92 |
| B.Sc. III | 74 | -- | 18 | 45 | 09 | 97 |
| M.A. History | 07 | -- | 03 | 04 | 0 | 100 |
| M.A. Sociology | 16 | -- | 05 | 08 | 0 | 81 |
| M.A. Political Science | 2 | -- | 1 | 1 | 0 | 100 |

2.12How 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 students reprentative, 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.

2.13Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|---|
| Refresher courses | 03 |
| 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. | 08 |
| Others | Nil |

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 workshop.
> 02. Assignment at PG level.
> 03. Minor projects at UG level [Science].
> 04. Promoting students for higher education and so the 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 | Nil | Nil | Nil |
| Outlay in Rs. Lakhs | Nil | Nil | Nil | Nil |

3.4     Details on research publications

|  | International | National | Others |
|---|---|---|---|
| Peer Review Journals | 08 | 02 | - |
| Non-Peer Review Journals | - |  | - |
| e-Journals | - | - | - |
| Conference proceedings | - | - | 01 |

3.5 Details on Impact factor of publications:

Range  | Nil |   Average  | 2.94 |   h-index  | Nil |   Nos. in SCOPUS  | 3 |

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

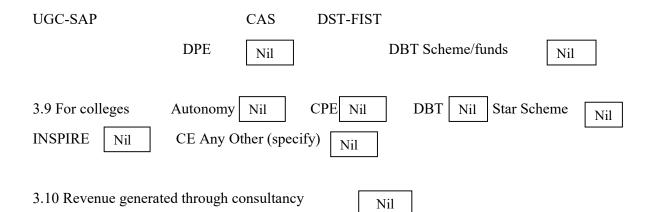| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | Nil | Nil | Nil | Nil |
| Minor Projects | Nil | Nil | Nil | Nil |
| Interdisciplinary Projects | Nil | Nil | Nil | Nil |
| Industry sponsored | Nil | Nil | 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. Of books published     | 2 |

i) With ISBN No.Chapters in Edited Books     | 04 |

ii) Without ISBN No.     | No |

3.8 No. of University Departments receiving funds from

| Nil |          | Nil |          | Nil |

UGC-SAP                  CAS       DST-FIST

DPE    [Nil]          DBT Scheme/funds    [Nil]

3.9 For colleges      Autonomy [Nil]    CPE [Nil]    DBT [Nil] Star Scheme [Nil]

INSPIRE [Nil]      CE Any Other (specify) [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 | Ni | Nil | Nil | Nil |
| Sponsoring agencies | Nil | Nil | Nil | Nil | Nil |
| Maths Department | Nil | Nil | Nil | Nil | Nil |
| Botany Department | Nil | Nil | Nil | Nil | Nil |
| Zoology Department | Nil | Nil | Nil | Nil | Nil |
| Physics Department | Nil | Nil | Nil | Nil | Nil |
| Faculty of Arts | Nil | Nil | Nil | Nil | Nil |

3.12 No. of faculty served as experts, chairpersons or resource persons    [02]

3.13 No. of collaboration    International [Nil]    National [Nil]    Any other [Nil]

3.14 No. of linkages created during this year    [01]

3.15 Total budget for research for current year in lakhs:    [Nil]

From funding agency    [Nil]      From Management of University/College    [Nil]

| Type of Patent | | Number |
|---|---|---|
| National | Applied | Nil |
| | Granted | - |
| International | Applied | Nil |

| | Granted | Nil |
|---|---|---|
| Commercialised | Applied | Nil |
| | Granted | Nil |

3.16 No. of patents received this year | Nil |

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

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

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

and students registered under them | 04 |

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

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

JRF | Nil |    SRF | Nil |    Project Fellows | Nil |   Any other | Nil |

3.21 No. of students Participated in NSS events:

University level | Nil |        State level | Nil |

National level | 02 |        International level | Nil |

3.22 No. of students participated in NCC events:

University level | 52 |        State level | 15 |

National level | 25 |        International level | 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 | 02 |    State level | 01 |

| Nil |        | Nil |

National level          International level

3.25 No. of Extension activities organized

University forum      | 0 |                College forum | 01 |

NCC | 0 |                NSS | 03 |                Any other | 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 | --- | 13 |
| Laboratories | 04 | 02 | --- | 06 |
| Seminar Halls | 01 | Nil | --- | 01 |
| No. of important equipments purchased ($\geq$ 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 | 12395 | - | 347 | - | 12743 | - |
| Reference Books | 2958 | - | 2 | - | 290 | - |
| e-Books | INFLIBNET | - | - | - | INFLIBNET | - |
| Journals | 6 | - | 3 | - | 9 | - |
| e-Journals | INFLIBNET | - | - | - | 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 | 10 | Nil | 06 | Nil | Nil | 02 | 08 | Nil |
| Added | 21 | 21 | Nil | Nil | Nil | NIL | Nil | Nil |
| Total | 31 | 21 | 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

| |
|---|
| 0.11lakh |

ii) Campus Infrastructure and facilities

| |
|---|
| 0.83lakh |

iii) Equipments

| |
|---|
| 0.34 lakh |

iv) Others

| |
|---|
| 27.7 lakh |

**Total:**

| |
|---|
| 28.98 lakh |

# Criterion – V

## 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> (i)   Counselling of students regarding scholarship (SC, ST, OBC), INSPIRE fellowship, college and departmental library facilities, NCC and NSS before taking admission.
> (ii)  Undertaking from students about minimum 75% attendance.
> (iii) Providing information and forms as GBPUAT, JAM, NET, UPSC etc.

5.2 Efforts made by the institution for tracking the progression

> (i) Regular various activities organized in department as well college level.
> (ii)    Regular various evaluation techniques (quiz, unit test series, debate, poster and modal presentation)
> (iii)Individual contact programme of IQAC members with students.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|----|----|--------|--------|
| 981 | 25 | 04 | ---- |

(b) No. of students outside the state

| Nil |
|-----|

(c) No. of international students

| Nil |
|-----|

Men

| No | % |
|----|---|
| 392 | 38.8 |

Women

| No | % |
|----|---|
| 619 | 61.2 |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|-----|----------------------|-------|-----------|----|----|-----|----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 608 | 264 | 01 | 13 | Nil | 886 | 755 | 239 | 05 | 08 | Nil | 1007 |

**Demand ratio** 1:1,    **Dropout %** 14.1

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

> Individually teachers take support classes.

No. of students beneficiaries

Approx. 175

5.5 No. of students qualified in these examinations

| Exams/ item Qualified | No. of students |
|---|---|
| NET | NIL |
| SET/SLET | NIL |
| GATE | NIL |
| CAT | NIL |
| Administrative Services | 10 |
| Medical Institute | 24 |
| Technical Education Institute | 27 |
| Management Department | 06 |

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, higher study & research facility in other institutions of India & abroad.

No. of students benefitted          Approx. 77

5.7 Details 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 organised various awareness activities time to time.
> ➢ 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 [ Nil ] National level [ Nil ] International level [ 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 [ Nil ] National level [ Nil ] International level [ Nil ]

Cultural: State/ University level [ Nil ] National level [ Nil ] International level [ Nil ]

5.10 Scholarships and Financial Support

| | Number of students | Amount |
|---|---|---|
| Financial support from institution | Nil | Nil |
| Financial support from government | 115 | 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 departmental library 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 & 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

> I. College has its own website----- www.gpgcdwarahat.in
> II. All relevant information has been updated on the website.
> III. College use biometric for attendance management system.
> IV. Integrated library management system
> V. We have Networked CCTV camera installed in administrative and Science block

6.3 Quality improvement strategies adopted by 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-curriculum 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

- ➢ Project and Assignments at PG level
- ➢ Minor projects at UG level
- ➢ 07 Students doing Ph.D. in different Department.
- ➢ Maintenance of Botanical Garden by students

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ➢ Accessibility in the library is better than previous years.
- ➢ One 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, EDUSAT, NAAC, UGC, RUSA etc.
- ➢ Students encouraged apart from teaching, social cause, afforestation 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

1. Continuous publication of events/ activities of college in by use of printing media.
2. 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.
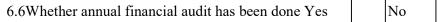
6.4 Welfare schemes for

| 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 | Yes | DHE | Yes | IQAC |
| Administrative | Yes | 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 2019. The major activities & support program are-

(i)     Some old students taught our students in holidays. Alumni took  classes on career counselling
(ii)    Majority of ex-students are frequent blood donors in blood donation camps organized by the College
(iii)   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 2017 -18 academic sessions

(i) First meeting held on 22 August.
(ii) Second meeting on 21 February.
(iii) On 15 Aug, 2014, Afforestation programme in the college was mainly done with the inspiration of parents.
(iv) Some parents donated blood in the blood donation camp, organised by college,.
(v) The concept & implementation of meeting hall & conference hall were strongly supported by guardians.
(vi) Guardians also appreciated the newly introduced test series.
(vii) 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   level.

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. 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 year which have created a positive impact on the functioning 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 seminars and workshops. |
| (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, AIDS awareness 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 the beginning 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 | In progress |

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

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

# Detail of the best practices

### Name of the Practice-I

Climate Setting: regulate the physical and mental climate.
**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.

### 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 class 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

### B. Extra classes for students in holidays, in individual problem solving during extra classes

**Goal:** The goal is to academic upgrading to assist students in order to achieved 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 methods 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 gives helpful suggestion 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 problem.

> Proving positive reinforcement to lets students to known when they have mastered a new concept of skill.

## Results

This adapted individualised remediation measures greatly enhance the academic performance of students and help them to made satisfactory progress on the course. Extra-classes 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

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(1) No smoking zone implemented in college campus.
(2) College level afforestation programme.
(3) Due to previous year's efforts, our college campus is almost "Green Campus".
(4) In the special camps of NSS, the emphasis was primarily on environment.
(5) All bulbs and tube lights in the college campus has been replaced by CFL/LEDS.

---

7.5 Whether environmental audit was conducted?    Yes [ ]    No [ √ ]

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

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**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.
- ✓ Lack of college playground
- ✓ Less number of internet connections.
- ✓ Very few newspapers and Magazines' are available.

**Opportunities** –
- ✓ Docile and obedient students hence can be effectively moulded to learn newer things.
- ✓ Young energetic and dynamic faculty which are motivated to learn newer techniques.
- ✓ NCC facility and Uttarakhand Open University study centre which attract more students towards the institute.
- ✓ Availability of Science and Commerce streams in comparison of nearby colleges to enhance the student's strength.

**Threats -**
- ✓ Dropout rate in First year is very high.
- ✓ Insufficient staff to conduct various extra activities even for semester exams and semester system.
- ✓ No industry or employable assets nearby.

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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

*Name:* Dr. Narendra Kumar Singh

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*Signature of the Coordinator, IQAC*

*Name:* Dr. A.K. Srivastav/ Dr. A.K. Joshi

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*Signature of the Chairperson, IQAC*

प्राचार्य
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