

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

(2020-21)



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

Part – A

Data of the Institution

1. Name of the Institution

- Name of the Head of the institution : Prof. A. K. Joshi
- Designation: Principal
- Does the institution function from own campus: yes
- Phone no./Alternate phone no.:
- Mobile no.: 901210091
- Registered e-mail: gpgcdwarahat@yahoo.com
- Alternate e-mail : gpgcdwarahat@gmail.com
- Address : Govt. PG College
- City/Town : Dwarahat
- State/UT : Uttarakhand
- Pin Code : 263653

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education
- Location : Rural/Semi-urban/Urban: Rural
- Financial Status: UGC 2f and 12 (B)
- Name of the Affiliating University: Kumaun University/ Almora University
- Name of the IQAC Co-ordinator : Dr. Narendra Kumar Singh
- Phone no. : na

Alternate phone no.

- Mobile: 9458922030
- IQAC e-mail address: gpgcdwarahat@gmail.com
- Alternate Email address: kambojdarshan@gmail.com

3. Website address: gpgcdwarahat.in

Web-link of the AQAR: (Previous Academic Year): gpgcdwarahat.in

4. Whether Academic Calendar prepared during the year? Yes

if yes, whether it is uploaded in the Institutional website: Yes

Weblink: gpgcdwarahat.in

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.47	2009	from:2009 to: 2014
2 nd	B	2.70	2015	from:2015 to: 2020
3 rd	due	Due	due	from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 01/09/2009

7. Internal Quality Assurance System

7.1 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
Academic administrative audit (AAA) conducted	22/07/2021 & 2.00 to 3.30 pm	17

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action

- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

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
NIL	NIL	NIL	NIL	NIL

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

10. No. of IQAC meetings held during the year: 4

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes/No : Yes

11. Whether IQAC received funding from2 any of the funding agency to support its activities during the year? No

If yes, mention the amount: Year:

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

- Post creation at the graduate level in the Faculty of Commerce.
- Establishment of computer lab Hi-tech and 4G facility in college.
- Government's in-principle consent for women's hostel in college.
- Purchase of Boards, laboratory equipments and books for college library by RUSA Project.
- Introduction of tutorials and counselling of individual students by every faculty and organisation of different departmental programs like quiz, debate and poster competitions.

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

Plan of Action	Achievements/Outcomes
(i) Intense counselling of students before taking admission	Successful done
(ii) Departmental webinars & others	Organised many student friendly programs.
(iii) Tutorials compulsory	100%
(iv) Objective test series	Organised at class level
(v) Minor project submission	Prepared and submitted
(vi) Extension of Social Participation.	Doing through NSS, NCC
(vii) To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance	In progress

- 14.** Whether the AQAR was placed before statutory body? Yes /No: No

Name of the Statutory body: NA Date of meeting(s): NA

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

Yes/No: No

Date: NA

- 16.** Whether institutional data submitted to AISHE: Yes/No: no

Year:

Date of Submission:

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

Yes /No :Yes

If yes, give a brief description and a list of modules currently operational.

All the information are regularly update on college website (gpgcdwarahat.in).

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					
<p>This is a government affiliated college and depends on the affiliated University for its academic and curriculum process. IQAC prepares an academic plan of the year. An academic calendar is proposed by the college at the beginning of each academic session. As per the University norms, Time Table committee designs Time Table for all UG, PG programs. All the head of the departments are informed to carry their academic responsibilities according to the time table and also to maintain their academic records. For effective implementation of curriculum teachers refer to the standard reference books prescribed by the University along with latest information available through online and other resources. Besides this for effective curriculum implementation other teaching methods like Test Exam, Group Discussion, Debates, Demonstrations, Power Point Presentations, and Assignments are used. The faculty members attend seminars, orientation, refresher courses and workshops time to time, learn and implement effective teaching methodologies. They update themselves with the teaching techniques and current research and hence, teach effectively. The faculty members of the college are actively engaged in paper setting and evaluation process.</p>					
1.1.2 Certificate/ Diploma Courses introduced during the Academic year					
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development	
Nil	Nil	NIL	NIL	NIL	
1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	Date of Introduction		Course with Code	Date of Introduction	
NIL	NIL		NIL	NIL	
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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
NIL	NIL	NIL	NA	NIL	NIL
Already adopted (mention the year)					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year					
	Certificate		Diploma Courses		
No of Students NIL	NIL		NIL		
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		NIL		

1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title			No. of students enrolled for Field Projects / Internships	
NIL			NIL	
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes/ No	Yes/ No	Yes/ No	Yes/ No	Yes/ No
Yes	No	No	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
<p>IQAC of the college feels that for growth of the institution strong feedback system and student's satisfaction surveys are very essential and for this IQAC of the college has developed a strong feedback system. It organizes feedback from Students, parents and alumni time to time.</p> <p>Feedback from Students: We have a faculty coordinator in each department. The coordinator collects feedback from the students for the entire curriculum and for each event. Random feedback is organized from the students towards the infrastructure available in the college, curriculum, teaching method of the teachers and their performance. This feedback discussed in the staff meeting and sent to the IQAC with remarks. IQAC members will check the data and prepare new guidelines keeping in view the institutional quality parameters and improvement.</p> <p>Feedback from Alumni: The Institution also organised feedback from alumni about the degree program and the necessary updating to be done to improve. The feedback is further analyzed by IQAC.</p> <p>Parent's feedback: Feedback is obtained from parents and the feedback is analyzed by IQAC for further improvement.</p> <p>Feedback received from students, parents and alumni is analysed and utilized and the valuable suggestions of them are given due considerations, discussed in the meeting with the IQAC members and incorporated in the plans and the policies of the college.</p>				
CRITERION II -TEACHING-LEARNING AND EVALUATION				
2.1 Student Enrolment and Profile				
2.1. 1 Demand Ratio during the year				
Name of the Programme	Number of seats available	Number of applications received		Students Enrolled
B.A.	640	456		384
B.Sc.	480	315		283
B.Com.	240	205		174
M.A.	240	101		93
Ph.D.	26	NA		19
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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2020-21	841	93	NA	NA	16

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 (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
12	4	Projectors, Smart board	2	1	Youtube, googlemeet Zoom

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

In the institution mentor groups are formed and mentoring is carried out throughout the whole academic year. Mentoring programme is conducted to help the students to strengthen their potential, creativity and their internal capabilities. The main aims of Students mentoring system are –

- This program helps to build an interpersonal relationship between the teachers and students.
- To improve student's academic performance.
- To reduce student's dropout ratio.
- To monitor the student's regularity and discipline.

During lockdown times this has been done mostly online through phone, emails and whatsapp group and private messages apart from online zoom meetings. Economically weak students are also identified during the classes. The Institution provides a platform to support them financially through various scholarships.

IQAC of the college feels that the mentoring system will be more efficient and the faculty will be able to impart its best only when it is updated in its knowledge. That is why, it makes sure that the faculty attends more and more seminars, workshops, in service training, use ICT and E Resources and undertake research work.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
934	16	1:58

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled	No. of faculty with Ph.D

positions			the current year	
20	13	2	0	11

2.4.2 Honours and recognitions 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
2021	Dr. Upasna Sharma	Assistant Professor	Bharat Ratna Dr. Radha Krishnan Gold Medak Award

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

Program me 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
B.A.	-	1 Year		
B.A.	-	4 Semester		
B.A.	-	6 Semester		
B.Sc.	-	1 Year		
B.Sc.	-	4 Semester		
B.Sc.	-	6 Semester		
B.Com	-	1 Year		
B.Com	-	4 Semester		
B.Com	-	6 Semester		
M.A.	-	2 Semester		
M.A.	-	4Semester		

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

Following steps have been initiated for CIE:

- Internal exams conducted by the faculties time to time.
- Unit tests on completion of each unit.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters

(250 words)

As an affiliated college, our college has to follow the academic calendar prepared by affiliated University. An academic calendar of the college is prepared by the committee at the beginning of the academic session and the same is shared with students. The current academic session is affected by Covid-19. Depending upon the circumstances, various committees are constituted for the academic year for the smooth conduct of academic activities. Before completion of the academic year the other activities related to the CIE like quiz/debate/seminar and presentation are also conducted.

New session	: 1 July, 2020
Last date of admission	: 31 July, 2020
Student election	: Second week of August, 2020
Intercollegiate Chess Tournament	: Third week of September, 2020
Educational Seminar/activities	: Between September to December, 2020
Outdoor Games	: Second week of September, 2020
Special NSS Camp	: 17 March to 23 March 2021
Alumni meeting	: First week of December, 2020
Winter Vacation	: 7Jan - 31 Jan 2021
PTA meeting	: Second week of December, 2020
College Reopens	: 1 Feb 2021
College Annual Function	: First week of May, 2021
University Practical Exams	: March, 2021
University Annual Exams	: 28 Dec -13 Feb 2021

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://gpgcdwarahat.in/programmes-offered/>

2.6.2 Pass percentage of students

Program Code	Program name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
--------------	--------------	---	--	-----------------

-	B.A.	152	148	97%
-	B.Sc.	74	70	95%
-	B.Com.	39	39	100%
-	M.A.	27	26	95%

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)

Student Satisfaction feedback is taken by google form and results are uploaded at gpgcdwarahat.in.

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 Academic year
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored Projects	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students Research Projects <i>(other than compulsory by the College)</i>	NIL	NIL	NIL	NIL
International Projects	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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(s)
Online Teaching Methods	Economics	17 Aug-20 Aug 2020

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Nil	Nil	Nil	Nil	Nil

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
-------------------	------	--------------

Nil	Nil	Nil				
Name of the Start-up	Nature of Start-up	Date of commencement				
Nil	Nil	Nil				
3.3 Research Publications and Awards						
3.3.1 Incentive to the teachers who receive recognition/awards						
State	National	International				
Nil	Nil	Nil				
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)						
Name of the Department	No. of Ph. Ds Awarded					
History	2					
3.3.3 Research Publications in the Journals notified on UGC website during the year						
	Department	No. of Publication	Average Impact Factor, if any			
National	Economics	1	-			
	English	1	-			
	History	2	-			
International	Mathematics	1	0.36			
	English	1	-			
	Sociology	1	-			
	History	2	-			
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year						
Department	No. of publication					
Mathematics	1					
Economics	1					
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL	NIL	NIL	NIL	NIL	NIL	NIL
3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	7	9	1	5
Presented papers	2	2	1	NIL
Resource Persons	NIL	2	NIL	1

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 co-ordinated such activities	Number of students participated in such activities
Plastic Unmulan Karyakram	NCC Unit	1	120
One day Camp	NSS	2	100
Seven day Camp	NSS	2	129

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	No. of Students benefited
NIL	NIL	NIL	NIL

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 coordinated such activities	Number of students participated in such activities
None	None	None	None	None

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	NIL
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-To)	Participant
NIL	NIL	NIL	NIL	NIL
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 and Activities	Number of students/teachers participated under MoUs
NIL		NIL	NIL	NIL
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		
3494000/-		3465539/-		
4.1.2 Details of augmentation in infrastructure facilities during the year				
Facilities		Existing	Newly added	
Campus area		5360 sq. Mt.	Nil	
Class rooms		11	Nil	
Laboratories		04	Nil	
Seminar Halls		01	Nil	
Classrooms with LCD facilities		Nil	1	
Classrooms with Wi-Fi/ LAN		Nil	1	
Seminar halls with ICT facilities		Nil	1	
Video Centre		Nil	Nil	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		Nil		
Value of the equipment purchased during the year (Rs. in Lakhs)		Nil	1240400 Rs.	
Others Infrastructure		Nil	1993167 Rs.	
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	NIL		NIL		NIL	
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	347	-	2699	-	3046	-
Reference Books	2	-	04	-	06	-
e-Books	Nil	-	Nil	-	INFLIBNET	-
Journals	3	-	11	-	14	-
e-Journals	Nil	-	Nil	-	INFLIBNET	-
Digital Database	Nil	-	Nil	-	Nil	-
CD & Video	Nil	-	Nil	-	Nil	-
Library automation	Nil	-	Nil	-	Nil	-
Weeding (Hard & Soft)	Nil	-	Nil	-	Nil	-
Others (specify)	Nil	-	Nil	-	Nil	-

4.3 IT Infrastructure									
4.3.1 Technology Upgradation (overall)									
	Total Computer s	Comp uter Labs	Internet	Browsin g Centres	Com puter Cent res	Office	Departmen ts	Available band width (MGBPS)	Others
Exist ing	31	Nil	Yes	Nil	Nil	02	08	10 MBPS	NIL
Adde d	Nil	01	Yes	01	01	Nil	01	100 MBPS	NIL
Total	31	01	yes	01	01	02	09	100 MBPS	NIL
4.3.2 Bandwidth available of internet connection in the Institution (Leased line)									
.....100..... 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				
Dr. Darshan Singh					http://www.youtube.com/user/skambojdarshan				
Dr. Bhawana Kapkoti					https://classroom.google.com/c/MjQ4ODIzNzIwODM3?cjc=fau7cno				
4.3.4 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	
NIL		NIL			NIL			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
NIL	NIL	NIL	NIL
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)			
NSS camp, blood donation camps, AIDS awareness, afforestation drive, discourage polythene use, NCC camps, career counselling, literacy mission, adolescence programmes.			

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	निर्धन छात्रवृत्ति समिति	06	1500
Financial support from other sources			
a) National	National Scholarship portal	82	366620
b) International	NIL	NIL	NIL

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	NIL	NIL

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
NIL	NIL	NIL	NIL	NIL	NIL

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	No. of grievances redressed	Average number of days for grievance redressal
NIL	NIL	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
NIL	NIL	NIL	NIL	NIL	NIL

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	
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		No. of Students selected/ qualifying		Registration number/roll number for the exam		
NET		Nil		Nil		
SET		Nil		Nil		
SLET		Nil		Nil		
GATE		Nil		Nil		
GMAT		Nil		Nil		
CAT		Nil		Nil		
GRE		Nil		Nil		
TOFEL		Nil		Nil		
Civil Services		Nil		Nil		
State Government Services		Nil		Nil		
Any Other		Nil		Nil		
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year						
Activity	Level		Participants			
NIL	NIL (Covid- 19 Period)		NIL			
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/ International	Sports	Cultural	Student ID number	Name of the student
NIL	NIL	NIL	NIL	NIL	NIL	NIL (Covid-19 Period)
5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words) No student elections due to covid.						
5.3 Alumni Engagement						
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):						
No						

5.3.2 No. of registered enrolled Alumni:
5.3.3 Alumni contribution during the year (in Rupees) :
0
5.3.4 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)
<p>The role of education is to bring about a new vision and a new heart- this is possible only when there is fundamental change in values. Our education has to be value-based and the need is that, students should try to learn, to get and fix their priorities right and clarify their values and beliefs. Instead of thinking about what you're missing, try thinking about what you have, that everyone else is missing.</p> <p>The primary objective of establishing this college is to provide high quality educational opportunities for the aimed rural youth of Dwarahat. As the principal of this college, I would like to see P.G. College Dwarahat ranked among the top most colleges of the state. Let this college be the trend setter: A trend of quality education of international standard, a trend of research which addresses national issues and at the same time is globally competitive and a trend of inculcating high moral and ethical values among its students. My emphasis is to equip the young and budding talent with superior knowledge, quality skills and personal attributes. Come join us in this venture. We, the faculty, staff and students together can make a difference in higher education.</p>
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: NO
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):
<p>❖ Curriculum Development</p> <p>The curriculum is designed and prepared by the University. Once the curriculum is decided and provided to the college, IQAC ensures its enrichment and effective implementation. It holds meeting with advisory committee and heads of the departments and asks them to prepare their academic calendar specifying their academic and extension activities. Workshops, seminars, extension lectures, group discussions, quizzes, field tours etc. are organized to make it rich and fruitful. Timely completion of syllabi and proper evaluation system both internal and external is given top priority.</p>
<p>❖ Teaching and Learning</p> <p>The college follows a holistic approach for the growth and development of the students. Teaching and learning process involves various kinds of activities like presentations, skills- learning, quizzes, enquiry learning and brain storming sessions. To make effective teaching-learning, we have well qualified and experienced faculty members. The college has a structured mentoring system for the overall growth and</p>

development of the students. Faculty members are encouraged to pursue higher studies, attend Refresher /Orientation Courses and participate in State/National/International Seminars, Workshops and Conferences.

❖ Examination and Evaluation

Examination and Evaluation system is the key factor in teaching learning process and is must for further improvement. The final evaluation is done by the affiliating university by conducting semester and examination. The results are declared on the basis of which promotion to the next class is made, however, the college has developed its own students centric continuous internal evaluation system to check the students and to inform them about the scope of improvement. Regular tests, assignments, projects, seminars, group discussion etc. are held on the basis of which students are evaluated and internal assessment awarded.

❖ Research and Development

The college encourages the teachers to enhance their research contribution. It encourages the research scholars to attend research-oriented Seminars/Workshops/Conferences etc. by providing duty-leave. The college also motivates the faculty members to pursue Ph.D. programmes. It is useful for the academic development and promotion of the teachers. Teachers are provided with information regarding Seminars and Workshops and motivated to publish their Research Papers in UGC approved journals.

❖ Library, ICT and Physical Infrastructure / Instrumentation

- Establishment of computer lab Hi-tech.
- 4G facility in college.
- One broad band connection is available in the library.
- Better Accessibility in the library than previous years.

❖ Human Resource Management

- Optimal utilization of available human resources.
- The teachers are encouraged and motivated to pursue further studies and join Faculty Development Programme schemes by UGC.
- They are also encouraged to participate in workshops, seminars, conferences organized by other institutions.
- Faculty given extra responsibilities viz. NCC, NSS, EDUSAT, NAAC, UGC, RUSA etc.
- The non-teaching staff is also encouraged for academic and skill development.

❖ Industry Interaction / Collaboration : NIL

❖ Admission of Students

Admissions of the students are made as per as guidelines issued by the affiliating university. Applicants apply online direct on the portal as per schedule. Merit list is prepared there complying to the reservation policy and is sent to the college for making admissions. Complete transparency is observed in the admissions of the students.

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

❖ Planning and Development

The planning regarding effective implementation of the curriculum, organisation of academic, examinations and extension activities, etc. is made at the start of the session by preparing academic calendars and timetables. All this is uploaded on the college website. In addition to this important notices

and advertisements are also uploaded on the college website so-that all concerned may get necessary information leading to good governance.

❖ Administration

Implementation of e – governance is also ensured in the matters of administration leading to transparency. All the correspondence with the affiliating University is made online. Aadhar enabled biometric attendance system has been implemented to ensure punctuality. All the important circulars, guidelines and letters received from the govt. and the university are also made available on the college website.

❖ Finance and Accounts

Complete transparency has been maintained through execution of e-governance in maintaining finance and accounts of the college. All the accounts of the college are maintained through computerised licensed software. All the reports, cashbook, ledger etc. are generated through the software.

❖ Student Admission and Support

Admissions to the students are made online through admission web portal of the department of Higher Education, Govt. of Uttarakhand. Students apply online on the web portal as per schedule issued by the Govt., Merit list is generated complying the reservation policy by the Department of Higher Education and is sent to the college for giving admission. The college makes admission of the students after verification of their documents. Fee is received both online and offline. The college also sees that the students don't have to face any difficulty in applying online and in making choice of streams and optional subjects and provides them all support. Help desks and counselling centres headed by the faculty of the college is there to help the students. The students are given the facility of applying online in the computer centre of the college or through cyber cafes on nominal rates authorised by the college.

❖ Examination

Examination forms and internal part of teaching learning process and application of e governance in matters of examination ensures errorless, smooth and rapid functioning of the system. Examination forms of the students are submitted to the university online. Roll no. to the students are issued and generated on college portal provided by the university. Results of the students are also uploaded by the university on the portal from where the students can download there results. Any other related information like releasing of date sheet, schedule of examinations or any correspondence regarding is made online.

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

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	Title of the administrative training programme organised for	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-

	programme organised for teaching staff	non-teaching staff			teaching staff)
	NIL	NIL	NIL	NIL	NIL
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		Date and Duration (from – to)	
Faculty Development Programme		1		20 July-31 July 2020	
Faculty Development Programme		1		10 Aug-21 Aug 2020	
Faculty Development Programme		1		Sep- Dec	
Faculty Development Programme		1		Sep- Dec	
Faculty Development Programme		1		18 Aug-25 Aug 2020	
Orientation Programme		1		19 July-17 Aug 2021	
Guest lecture programme		1		26-27 Aug 2021	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent	Fulltime		Permanent	Fulltime/temporary	
nil	nil		nil	nil	
6.3.5 Welfare schemes for					
Teaching			Staff Welfare Club		
Non teaching			Tea Club		
Students			nil		
6.4 Financial Management and Resource Mobilization					
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)					
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/ Grants received in Rs.		Purpose	
6.4.2 Total corpus fund generated : NIL					
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	no	na	yes	IQAC
Administrative	no	na	yes	Principal
6.5.2 Activities and support from the Parent – Teacher Association (at least three)				
nil				
6.5.3 Development programmes for support staff (at least three)				
nil				
6.5.4 Post Accreditation initiative(s) (mention at least three)				
6.5.5				
a. Submission of Data for AISHE portal : (Yes /No)				
b. Participation in NIRF : (Yes /No) : No				
c. ISO Certification : (Yes /No): No				
d. NBA or any other quality audit : (Yes /No): No				
6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2020	Orientation	-	5 Aug 2020	-
2020	Workshop	-	17-20 Aug 2020	-
2020	Orientation	-	One day	-
2021	National workshop	-	3-10 Jan 2021	-

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-to)	Participants	
NIL	NIL	Female	Male
NIL	NIL	NIL	NIL

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources
NIL

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	NIL	NIL
Provision for lift	NIL	NIL
Ramp/ Rails	Yes	NIL
Braille Software/facilities	NIL	NIL
Rest Rooms	Yes	NIL

Scribes for examination	Yes	NIL
Special skill development for differently abled students	NIL	NIL
Any other similar facility	NIL	NIL

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
NIL	NIL	NIL	NIL	NIL	NIL	NIL

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
NIL	NIL	NIL

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
NIL	NIL	NIL

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

- Afforestation programmes are organized at the College level
- No smoking zone implemented in campus area.
- Making office paperless by computerization.
- All bulbs and tube lights in the college campus has been replaced by CFL/LEDS.
- Plastic ban in campus area.

7.2 Best Practices

Describe at least two institutional best practices

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

7.3 Institutional Distinctiveness

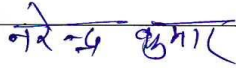
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

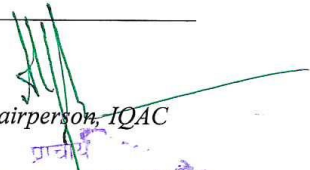
8. Future Plans of action for next academic year (500 words)

- The proposal to start postgraduate classes in the Faculty of Arts and Science and to create posts of teachers and employees accordingly has been sent to the Directorate and the Government.
- Under the Faculty of Arts, the subjects in which the formation of postgraduate classes seems to be mandatory, that is Hindi, Economics and English, as well as it seems appropriate to start graduate classes in Home Science, Sanskrit, art, Pedagogy, Geography.
- The proposal letter related to starting postgraduate classes in Botany, Mathematics in the Faculty of Science has been sent to the Directorate.

Name: Dr. Narendra Kumar Singh

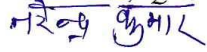
Name: Prof. A.K. Joshi

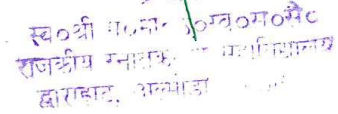




Signature of the Coorrdinator, IQAC

Signature of the Chairperson, IQAC




स्वच्छी माता संस्कृत संस्थान
राजकीय मन्त्रालय, माता विद्यालय
द्वाराबाद, रायवाडा

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
