



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GOVERNMENT COLLEGE BHORANJ (TARKWARI)
Name of the head of the Institution	ANJU BATTÀ SEHGAL
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01972287505
Mobile no.	9418487009
Registered Email	gcbhoranj@gmail.com
Alternate Email	gcbhoranj-hp@nic.in
Address	Village Tarkwari, Post Office Kanjian, Tehsil Bhoranj, District Hamirpur Himachal Pradesh 177025
City/Town	Bhoranj
State/UT	Himachal pradesh
Pincode	177025

2. Institutional Status																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			state																
Name of the IQAC co-ordinator/Director			VIJAY KUMAR																
Phone no/Alternate Phone no.			01972287505																
Mobile no.			9418115452																
Registered Email			kumarvkaundal67@gmail.com																
Alternate Email			gcbhoranj@gmail.com																
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)			http://www.gcbhoranj.info																
4. Whether Academic Calendar prepared during the year			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			http://www.gcbhoranj.info/sites/default/files/2020-03/Academic%20Calnder%202018-19.pdf																
5. Accrediation Details																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>B</td> <td>2.11</td> <td>2016</td> <td>25-May-2016</td> <td>24-May-2021</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.11	2016	25-May-2016	24-May-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	B	2.11	2016	25-May-2016	24-May-2021														
6. Date of Establishment of IQAC			18-Feb-2014																
7. Internal Quality Assurance System																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td>Upgradation of class</td> <td>03-Jul-2018</td> <td>324</td> </tr> </table>						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	Upgradation of class	03-Jul-2018	324					
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Upgradation of class	03-Jul-2018	324																	

rooms to smart class rooms	1	
Field visit provided for hand on training in animal breeding	03-Jul-2018 1	34
Organisation of Rojgar Mela	03-Jul-2018 1	30
Organisation of workshop on job oriented training module.	03-Jul-2018 3	27
Study tour should be organized for final year students so that the students are exposed to the world outside their place.	03-Jul-2018 6	48
Admissions to be made as major discipline in newly introduced computer science subject.	16-Apr-2019 1	80
Expediting the construction work of playground and communication with H.P state Govt thereof.	03-Jul-2018 1	729
The road passing through college campus should be shifted to the backyard of the college outside the boundary wall with completion of damaged part and installation of entry gate.	03-Jul-2018 7	729
View File		

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
Departments of Botany and Zoology	Material and Supplies	Himachal Pradesh Government	2018 1	217916
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File

10. Number of IQAC meetings held during the year :	8
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Students were taken on Educational Tour to historical places. 2. Construction work of playground has been completed to a large extent. 3. The road passing through college campus has been shifted to the backyard of the college. 4. Applications have been filed for starting PGDCA in college. 5. Organisation of Rojgar Mela

[View File](#)

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

Plan of Action	Achivements/Outcomes
Stress on activities related to best practices	Executed. Students were made aware about cleanliness and various initiatives of Government for their holistic development
Shifting of Road from the college campus to the outside of college campus to prevent the menace of outsiders and safety of students and staff.	Road has been shifted. Metalling will done in near future.
Increasing of facility in science labs	Executed. New equipments were procured
Creating awareness about environmental consciousness.	Executed
Organization of study tour	Six days study tour was organized. Forty Eight students went on study tour with three teachers.
Organization of Job fair	Executed. Thirty students participated in job fair and four were selected by MNC Jio.
Expediting the construction of staff quarters	Staff quarters have been constructed and have been handed over to college
View File	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	28-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college used Advanta Rapid students' management system. New modules are still being added in the current session. The admission process for all classes is done on the Advanta software. The library is also having SOUL software for management of books. The website acts as an archiver for all events and news accomplished and announced during the year. The parents are intimated through SMS service as and when need arises. The Departmental Heads personally call through the college landline/mobile phones when the need arises to appraise the parents about their wards. Formal letters are always sent to the parents for Parents Teachers Students Meetings. Wide publicity is given the admission process carried out by means of print and electronic media, the rules and regulations are provided to the prospective students through college prospectus and website. The admission process is systematically administered and is transparent. The college also organizes Student Parent Teacher meet to get feedback on college functioning and other aspects. The development work of the college is supervised by the College Development Council. Such work includes civil works, providing additional facilities, introduction of new courses, employing guest faculty, etc. Funds are allocated / grants are applied for as per RUSA guidelines building/development projects of the</p>

college. Income/expenditures are closely monitored by the Bursar and Accountant and overseen by the Principal. Judicious expenditure of funds involving proper procedure for purchases by the Purchase Committee with regular audit (Internal and external) of the budget indicates transparency in financial affairs. These activities are being made to known to faculty members during staff meeting and parents teachers meeting. Besides, the employees of the college are managed by the personal management information system (PMIS) which has been developed by Department of Personnel, Government of Himachal Pradesh. In this management system there are modules about the personal information, family details, education and training details, service history and salary details of the employees. Each full time employee of the college has been allotted PMIS codes. PMIS is regularly updated.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college adheres to the guidelines laid down by the State Government in general and the University in particular. The revision and upgradation of the syllabi is done at the University level. Some of the faculty members of the college are also part of board of studies at university level. At the college level we have been involved in facilitating and advising on curriculum planning, development and implementation in undergraduate education within the Faculty. The college is having a mechanism for effective and documented curriculum delivery. The curriculum delivery is communicated through Prospectus and Calendar, College's Official Website and through display of information at the specified notice boards inside the college campus. At the commencement of each academic year, every faculty member provides the students with individual time plans and reading lists (reference books). Along with traditional lectures and seminars, infrastructure for the use of ICT and audio-visual teaching aids in classrooms, like power point presentations, smart interactive boards and audio-visual support are all available to make the delivery of the curriculum effective and interesting for the students. Tutorials with mentoring are also held which encourage participatory learning. Internal assessment is done transparently and examined scripts, assignments etc. are shown to students. Copy of syllabus is made available to the students in the beginning of the academic session and objectives and expected outcome are well explained during the zero week. In order to ensure effective curriculum delivery and transaction, we are having a fully functional Examination Committee which fixes the dates of mid-term tests and class tests. We follow the Continuous Comprehensive Internal Assessment system of evaluation comprising Mid-Term

tests, class tests, assignment system, presentations/seminars, end-term Exams, Attendance incentive and classroom activities Assessments. Since the university has changed the pattern of degree programme from semester system to annual system for all streams except BCA, therefore, the curriculum planning has also been changed accordingly.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	History Geography Economics Pol. Sci. Pub. Admin. Sociology Hindi Sanskrit English Music Phy. Edu.	01/07/2018
BSc	Botany Zoology Chemistry Mathematics Physics	01/07/2018
BCom	BCom	01/07/2018

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

	Certificate	Diploma Course
Number of Students	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
Biofertilizers	01/07/2018	30
Plant Diversity Human Welfare	01/07/2018	36
Apiculture	01/07/2018	19
Electric circuits Network skills	01/07/2018	25
Workshop Skills	01/07/2018	25
Renewable Energy sources	01/07/2018	19
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	BSc Zoology	30
BA	BA Geography	12
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
Periodic feedback pertaining to study, co-curricular activities, maintenance work, organization of events and overall development of the college etc. are obtained from students, teachers, non-teaching staff and parents as well. These feedbacks are pondered over by the concerned committee and administratively and legally practical/feasible feedbacks and suggestions are adopted and implemented. The students assess the teachers on their time sense/punctuality, command over the subject matter, use of teaching methods/use of teaching aids in the class, helping attitude of the teacher, control over the class, laboratory interaction with the students. Similarly structured feedback is obtained from parents of the students on various points like admission process, discipline of institution, teaching standards, progressiveness of the institute etc.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCA	BCA	120	72	70
BCom	BCom	240	192	154
BSc	Botany Zoology Chemistry Mathematics Physics	1200	338	293
BA	History Geography Economics Pol. Sci. Pub. Admin. Sociology Hindi Sanskrit	2640	248	212

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	729	Nil	27	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
27	15	105	10	5	2

[View File of ICT Tools and resources](#)[View File of E-resources and techniques used](#)

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

In our college we follow the tutorial system. Three senior tutors are appointed for three faculties i.e. arts, commerce and science. Coordinator of BCA faculty serves as senior tutor for BCA course. Role of senior tutor is to keep an eye on the performance progress of students. Other teachers of college act as tutors. Tutors not only help in the academics of students but also listen to their personal issues, grievances in the college and try to alleviate their problems inside and outside the classroom. This college is having an active career counseling and guidance cell. This career counseling and guidance cell is composed of 6-8 teachers. This cell offers counseling to students on various issues such as career, study skills, personality development etc. Further, to update the students with latest career opportunities, employability skills, trends in various career options, emerging fields of employment etc. workshops are organized by the said committee in the college premises at regular intervals. In these workshops, experts (from government as well as private sectors) pertaining to respective area of specialization impart knowledge on various aspects pertaining to the said issues. They also inform about the latest schemes and programmes run by Government/ various non-governmental organisations.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
729	27	1:27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
27	24	3	Nil	16

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

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	6th	13/05/2019	29/06/2019
BSc	BSc	6th	14/05/2019	29/06/2019
BCom	BCom	6th	08/05/2019	29/06/2019
BCA	BCA	6th	13/05/2019	29/06/2019
BA	BA	5th	20/11/2018	30/04/2019
BSc	BSc	5th	19/11/2018	30/04/2019
BCom	BCOM	5th	10/11/2018	30/04/2019
BCA	BCA	5th	17/11/2018	30/04/2019
BA	BA	4th	09/05/2019	24/09/2019
BSc	BSc	4th	10/05/2019	24/09/2019
View File				

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

Assessment is a measure of the learning of a student. Therefore Continuous Internal Evaluation (CIE) at the institutional level is spread over the entire span of academic session. It means continuity of assessment, frequency of unit testing, diagnosis of learning gaps, use of corrective measures, retesting and feedback of evidence to teacher and students for their self evaluation.

Assessment is used to monitor and measure learning after the teaching. Evaluation or assessment of student learning is usually done using the quizzes, homework, assignments, projects, case studies etc. Mechanism of internal assessment is transparent and robust in terms of frequency and variety response: Some reading assessment is informal, frequent and tied to curriculum and daily instructional routines in the classroom. For example assessments of children's daily oral languages, listing and question answering during group reading may be made through teachers' observation. Other assessments maybe more structured, spelling test, weekly quizzes, general writing, reports and projects: but they are all under the control of the teacher and embedded in the curriculum. We refer to these assessments as "internal" because they are design, selected and used by teachers according to the needs of their children. Internal assessments are used to make decisions about the instruction and to report progress to parents. Internal assessments create a very healthy environment between the students and the teachers. Actually, teachers used assessments for a variety of purposes. Teachers very often used internal assessments for performance, fluency and understanding and word meaning for diagnosis, for filling out report cards, for discussion at parent-teacher conferences. Conversely, few teachers reported using commercial assessment and standardize reading test for these purposes. Fewer than half of the teachers said that they used commercial assessments for conferences, report cards, diagnosis. Even fewer teachers said that they used commercial assessments and

standardized test for referrals, conferences, report cards or placements. Thus teachers reported using internal assessments more often with external assessments as well.

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

The institution adheres to the academic calendar for Continuous Internal Evaluation. The academic calendar of the institution gives the schedule of mid terms and end terms tests. The teaching-learning and evaluation process is carried out as per the predefined academic calendar and examination procedures through continuous assessment. This academic calendar is prepared well in advance and ensures 60 days compulsory classroom teaching, two weeks for a mid semester test and four weeks for end term semester examination(As per university date sheet) for each semester/year in a session. All these in formations are incorporated in the prospectus of the college. All the important in formations changes in evolution process and new guidelines in this direction from HP university and the department of higher education are discussed with staff and departmental meeting to educate the faculty members from time to time.

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)

[http://www.gcbhoranj.info/sites/default/files/2020-03/PO%2C%20PSO%20and%20CSO.p
df](http://www.gcbhoranj.info/sites/default/files/2020-03/PO%2C%20PSO%20and%20CSO.pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA	71	63	89
BSc	BSc	BSc	73	46	63
BCom	BCom	BCom	34	26	76
BCA	BCA	BCA	27	18	67
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2.7 – Student Satisfaction Survey

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

[http://www.gcbhoranj.info/sites/default/files/2020-04/2018-19%20Feedback%20f
rom%20Students.xlsx](http://www.gcbhoranj.info/sites/default/files/2020-04/2018-19%20Feedback%20from%20Students.xlsx)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	commerce	1	2.24
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Chemistry	4
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
An analysis of weaker section lending by	Satish Soni and Provinder Kumar	SSRG International Journal of Economics and	2019	0	Career Point University Kota	Nil

Commercial banks in India		Management studies				
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	Nill	Nill	Nill
Presented papers	2	6	1	Nill
Resource persons	Nill	Nill	Nill	2
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Anti Drug Day	Rovers Rangers Unit GC Bhoranj (Tarkwari)	2	20
International Yoga Day	Rovers Rangers Unit GC Bhoranj (Tarkwari)	2	52
National Youth Parliament	Ministry of Youth affairs sports, GoI	2	1
Van Mahotsava	NSS Unit with eco club GC Bhoranj (Tarkwari)	2	78
Systematic Voters Education and Electoral Participation program	NSS Unit GC Bhoranj	2	50
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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NIL	NIL	NA	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
National Youth Parliament	Ministry of Youth affairs sports, GoI	National Youth Parliament participation	2	1
View File				

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	0	NA	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1000000	870973

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased	Newly Added

during the year (rs. in lakhs)

[View File](#)

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
SOUL (Software for University Libraries)	Partially	2.0	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7287	1608359	Nil	Nil	7287	1608359
Journals	5	5450	2	480	7	5930

[View File](#)

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	73	3	12	1	0	6	13	2	3
Added	0	0	0	0	0	1	0	0	0
Total	73	3	12	1	0	7	13	2	3

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

2 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
No Data Entered/Not Applicable !!!	

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	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
700000	657193	300000	213780

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

In the academic session 2018-19, the college administration has made its best efforts to enhance the academic as well as physical facilities for students. As per the recommendations of IQAC of this college we made an allocation of Rs. 700000.00 for enhancing academic support facilities while Rs. 300000.00 were allocated for creating and maintaining physical facilities. In academic support facilities we proposed modernization of laboratories etc. In physical facilities we proposed Office digitization, some upgrades to Students Management System and upgrading some academic departments. The College is having laboratories in the various departments of sciences, arts and BCA. We are having a mechanism to ensure the balanced allocation and optimum utilization of the funds for maintenance of infrastructure and purchase of new equipment. The IQAC forwards the proposals submitted by departments to the purchase committee. The purchase committee takes approval of the purchase from the Principal. The purchase is done through GeM as per the instructions of Himachal Government. The bids are invited and the equipment is purchased from the vendor with the lowest quote. The record of the equipment is maintained in the stock register. At the end of the financial year, the College carries out an Internal Stock Verification. The various functions of the College are carried out by the administrative committees constituted by the Principal in consultation with IQAC. The security of the College is maintained by the security guard and night watchman. A number of CCTV cameras have been installed to monitor the infrastructure. Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. The Computer Desktops, Generator, Water Tanks, Motors and R.O. System are maintained through the AMC with the respective companies. Fire extinguishers are installed and are checked every year. There are committees constituted for repair/maintenance of water supply and electrical equipments. Laboratories: The equipments / instruments are utilized for practical curriculum of concerned classes. Charts, permanent specimen jars, permanent slides and computers are used for facilitating learning. Library: The library provides a facility of advanced and enhanced learning for the students. The library is maintained by library staff. The facility of Book Bank is also available. Its reading room has a seating capacity of 100 students. Computer Labs: The college has three computer labs (one each in BCA, Physics department with one central computer lab). The college tries its best to update these labs with computers of latest configurations. Sports: Basketball and badminton Court is used for outdoor games and sports. The college is having facility for Table Tennis, Weightlifting and boxing games. Classrooms: The support staff looks into the cleanliness of the classrooms. The maintenance of the existing facilities and new requirements in the classrooms is brought to the notice of the IQAC which takes care of all the needs.

<http://www.gcbhoranj.info/sites/default/files/2020-04/Infrastructure%20maintenance%202018-19.pdf>

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	Student Aid Fund	1	5000

Financial Support from Other Sources			
a) National	1. Dr. Ambedkar Post-Matric Scholarship 2. IRDP Scholarships 3. Kalpana Chawla Chhatravritti Yojna 4. Scholarship for OBC students 5. Scholarship for SC students	73	439134
b) International	Nil	Nil	0
View File			

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Startup India Workshop from Department of Industries	Nil	150	Nil	Nil
2019	Job Oriented Training Module (JOTM-2019)	Nil	27	Nil	Nil
View File					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus	Off campus
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Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
JIO Multinational Company	30	4	NIL	Nil	Nil
View File					

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
2018	1	B.Sc. with Zoology	Zoology	Himachal Pradesh University Shimla	B.Ed.
2018	1	BA with History	History	SVN College of Education Dungri	B.Ed.
2018	1	BA with Geography	Geography	SVN College of Education Dungri	B.Ed.
2018	1	BSc with Physics	Physics	GNDU Amritsar	M.Sc. Physics
2018	1	BA with Sociology	Sociology	Himachal Pradesh University Shimla	MA Sociology
2018	1	B.Sc. With Chemistry	Chemistry	Govt. PG College Sec. 11 Chandigarh	M.Sc. Chemistry
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
AAGHAZ Freshers Function	College	729
UMANG CSCA Cultural Fest	College	729
Annual Athletic Meet	College	106
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College Students Central Association is framed every year. The office bearers of CSCA executive and other members are nominated out of meritorious students. The president and vice president of CSCA executive are nominated from final year classes. The general secretary and joint secretary of CSCA executive are nominated from 2nd year and 1st year. Besides, class representatives are also nominated from respective classes on merit basis. The CSCA is also having student members from NSS, Rovers/Rangers, Sports Cultural categories and various clubs and societies of college. CSCA acts as a connecting link between students and administration. CSCA actively takes part in all the events and activities of college. CSCA also receives grievances and demands from students and brings to the notice of college administration. CSCA is also involved by college administration in various projects and works as advisory body on behalf of students. CSCA president is also member of college IQAC in order to incorporate the students' perspective in administration and management. CSCA for the session 2018-19 was formed on 19-09-2018.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

63

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

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)

All Conveners of administrative committees function independently with full authority and responsibility. Each convener enjoys independent decision making power and has his team members to manage the task which makes the working environment of the institution quite comfortable. The institution follows faculty wise decentralization. There are three heads of faculty and seventeen heads of departments for U.G. courses. They are accountable for performance and student satisfaction of their concerned departments. Controller of Examination

has been given full authority to take decisions in consultation with Examination Committee and enforce such decisions which has helped to introduce credible internal examination system with timely result declaration. Examination Department is linked with regular academic operations and all exam related activities are conducted by the Examination Committee. Decentralization in this college is seen as a means of improving quality of educational and cocurricular services. Principal, College advisory body, Staff Council, IQAC Members, College Students Central Association, Parents Teachers Association, Alumni association and various other administrative committees are jointly empowered to propose, design, formulate and execute their plans within the frame work of governance. The Administrative Committee, Staff Council, Internal Quality Assurance Cell, College Development Committee and Discipline Committee, all are working together for the smooth running and over all functioning of the college.

1. The institution has a mechanism for delegating authority and providing operational and partially financial autonomy to the various administrative committees to work towards decentralized governance system. In this process some of the administrative committees are given an imprest amount for immediate expenditure upto Rs. 3000.00 without prior sanction of Principal.

2. Participative Management: This institution is having a culture of participative management. In various activities of college, the staff, students, old students and other stakeholders like PTA members are actively involved. As a result of this decentralisation we have been able to give importance to participative management. Both students and staff are allowed to share any suggestions aiming at the development of the institution. Every employee and student is encouraged to give suggestions which are taken up seriously by the advisory body of college. We have installed suggestion boxes in the college for inviting suggestions which are monitored by suggestion box committee. Parent Teacher Association Meetings are facilitated through staff meetings and departmental meetings. Such meets are supported by informal discussions on important issues about the future course of action.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	College prospectus with all details of all courses, requirements, fee structure and rules and regulations, etc. was printed and made available well on time. • Admission information was prominently displayed at various places in the town. • Arrangements were made to students and parents to be guided by arranging programme wise counseling desks. Faculty members were placed on duty. • Customized admission software has been developed to facilitate the admission process. • All information relating to admission processes are made known to the public by way of a Help Desk which is created through which all information is updated to public during admissions. • Staff is made available to provide every help to the candidates willing to

seek any information regarding the college, subjects and its admission processes. • Canteen facility was made available for the admission seeking students and their parent/guardians.

Industry Interaction / Collaboration

We are trying to organize job fairs in collaboration with industries and HP Government.

Human Resource Management

The recruitment and selection of staff is done by the Government of Himachal Pradesh. The policy for training and development and that of compensation is framed by the Government of Himachal Pradesh. The college has a well-written policy on handling grievances. The staff Secretary and CSCA of the college is providing leadership and able administration to carry out various requirements of effective Human Resource Management.

Library, ICT and Physical Infrastructure / Instrumentation

The physical infrastructure has been improved/ developed as per need of the library. The institution has made various ICT resources available to its staff and students. Latest books and journals are subscribed to and purchased every year. We have installed LCD projectors in Seminar hall and some of the class rooms and labs, Digital notice boards / LED screen has been installed in college in order to disseminate information to students relating to events, news, and other important information. Fire extinguishers have been installed in campus and students and staff have been trained in handling the equipment. The college is having laboratories in science subjects and Geography, Music and Physical Education subjects in humanities. All the labs are well equipped with all required instruments. We have three computer labs (one each in BCA and Physics departments) One central computer lab is also there for use by all college students. ICT tools has been enhanced in the college during 2017-18. Laboratories have also been modernised with the procurement of latest instruments.

Research and Development

Research is the integral part of the academic endeavors of the College. It has been considered as an important part in the development of College. Research Committee regularly posts

	<p>information about forthcoming workshops, seminars and conferences. The College promotes and encourages faculty participation in research by granting them duty leave. The staff members are encouraged to write research papers and formulate major/minor research projects.</p>
Examination and Evaluation	<p>Continuous Comprehensive Assessment is carried out throughout the year through regular tests, assignments, objective tests, projects, paper presentations, seminars, quizzes etc. Routine tests are conducted and much appreciated by students as critical thinking, concept understanding and creativity come to the fore. Some departments take regular, weekly tutorials. Remedial instruction is given to slow learners and challenged students. Mid-term tests help to prepare the students for University Examinations. Corrected answer scripts are shown to the students for scrutiny. The teachers explain about as to how answer writing, presentation as well as scoring can be enhanced by the students in forthcoming examinations. Peer evaluation is also practiced by teachers to empower and enable students to help each other particularly in areas where creative and original thinking will benefit them and also in self evaluating themselves. The University also provides the provision of re-evaluation of University answer scripts, so desirous students can apply for it.</p>
Teaching and Learning	<p>The college has an objective and effective system of student evaluation through which a meaningful teaching and learning is assured. Besides, ample number of class rooms, we are having well-equipped Laboratories. The well furnished Library enables students to have greater learning experience aptly supported by inputs from teachers. Lecture method along with assignments and seminars is widely used by the faculty in all the departments. However these are augmented by other innovative teaching-learning methods that are suitable for specific subjects.</p>
Curriculum Development	<p>The curriculum is decided by the members of board of studies of Himachal Pradesh University which is constituted by various teachers of college and</p>

University level. Teachers attend various meetings about the discussion on syllabi and curriculum organized by the University from time to time. Teachers brainstorm for the additional inputs on any change in curriculum. Proper workload distribution among the staff members.

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

E-governance area	Details
Administration	Student data is maintained on Advanta Rapid Students Management System. Student management software is also being used for recording and maintaining the student data. Service record of teaching and non teaching staff is being maintained on Manav Sampada system created by Department of Personnel, Government of Himachal Pradesh. WhatsApp group of college staff has been created for paperless information circulation.
Finance and Accounts	All the financial and accounting data is maintained electronically on e-bills software of Department of finance, Government of Himachal Pradesh. We have partially maintained RUSA accounts on PFMS (Public Financial Management System). Procurements are being done through GeM
Planning and Development	Time Table and academic calendar is uploaded to institutional website for the benefit of students.
Student Admission and Support	Student admissions are being done on Advanta system. We intend to upgrade to online admission process in near future.
Examination	The examination forms of students are filled electronically on web utility provided by Himachal Pradesh University Shimla. The results of students are also declared electronically. The Himachal Pradesh University is also going to digitize the process of registration of students in near future.

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
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2019	Anju Batta Sehgal	Annual Conference on Ethnobotany at University of British Columbia, Canada	Society of Ethnobotany	127890
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Workshop on Energy Conservation: An awareness programme in collaboration with HP Electricity Department	Workshop on Energy Conservation: An awareness programme in collaboration with HP Electricity Department	16/10/2018	16/10/2018	18	50
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	3	19/11/2018	10/12/2018	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Pension, Commuted pension facility, gratuity, earned leave encashment, insurance benefits under GIS, Medical reimbursement	Pension, Commuted pension facility, gratuity, earned leave encashment, insurance benefits under GIS, Medical reimbursement	Various scholarship schemes, Student Aid Fund

facility, maternity and paternity leave, Personal accidental insurance, NPS facility to employees appointed after 2003

facility, maternity and paternity leave, Personal accidental insurance, NPS facility to employees appointed after 2003

6.4 – Financial Management and Resource Mobilization

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

It is a regular feature of the institution to conduct the internal and external audit. A committee comprising of bursar and other senior faculty members is framed. This committee monitors the receipts and expenditures of the institution and verifies the bills and vouchers after observing codal formalities. This internal audit committee reports to the Principal of college. CAG and CA conducts the external audits regularly. Besides, local audit department also audits our local funds like PTA fund.

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

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

6.4.3 – Total corpus fund generated

376753

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Directorate of Higher Education Shimla	Yes	IQAC
Administrative	Yes	Directorate of Higher Education Shimla	Yes	IQAC

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

1. Some repair works of college were funded by PTA. The amount was to the tune of 14211.00. 2. Salaries of support staff (temporarily appointed Peons. clerks, Lab attendants, watchman and Mali) were funded by PTA. 3. PTA has also funded some hardware purchases amounting to the tune of 3107.00

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

NIL

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

1. Initiative for Language Lab has been started. It will Be completed in 2020. 2. Initiative for hostel facility has been started. The estimate has been received from Himachal Pradesh Public Works Department. 3. Initiative for starting new courses has been taken up on priority basis. Application for the

same has been submitted to Himachal Pradesh Government. 4. Initiative for starting yoga classes for holistic development of students and self defense classes (Karate) especially for girl students has also been taken up for the benefit of .

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	The road passing through college campus should be shifted to the backyard of the college outside the boundary wall with completion of damaged part and installation of entry gate.	03/07/2018	03/12/2019	10/12/2019	729
2019	Expediting the construction work of playground and communication with H.P state Govt thereof.	03/07/2018	14/08/2018	14/08/2018	729
2019	Admissions to be made as major discipline in newly introduced computer science subject.	16/04/2019	01/07/2019	01/07/2019	80
2018	Organisation	03/07/2018	04/01/2019	10/01/2019	48

	of study tour				
2019	Organisation of workshop on job oriented training module.	03/07/2018	09/04/2019	12/04/2019	27
2019	Organisation of Rojgar Mela	03/07/2018	14/03/2019	14/03/2019	30
2018	Field visit provided for hand on training in animal breeding	03/07/2018	27/08/2018	27/08/2018	34
2018	Upgradation of class rooms to smart class rooms.	03/07/2018	27/08/2018	27/08/2018	324
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources
<p>Our College is cognizant and committed to the environmental issues and is proactive in the protection and conservation of nature in its campus and surroundings. Students as well as staff members of college are highly conscious about the ecosystem conservation and maintenance in campus. IQAC of the college has also suggested making a policy in the institution about protection of environment and development of a green campus. Some proposed objectives of the policy are as follows. Eco-friendly campus: Energy conservation: College is very much aware that energy saved is energy generated. Therefore energy conservation is being treated as priority. Students have been made aware by energy club about switching off the lights and fans while coming out of the classrooms and laboratories. 1. In the year 2018-19, students were made aware about use of renewable energy sources. 2. A workshop on energy conservation was also organized by this college in collaboration with HP electricity department. 3. Repair works were done in college to prevent wastage of water from out of</p>

order washrooms, leaking pipes, out of order fans, lights and switches etc.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	Nil	02/10/2018	1	Gandhi Jayanti Observation	Cleanliness Campaign	100
2018	Nil	1	26/12/2018	7	Special Seven Days NSS CAMP	Awareness among communities. Voters Awareness. Cleanliness in villages	50
View File							

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

Title	Date of publication	Follow up(max 100 words)
Handbook of Information for UG students (all courses)	01/07/2018	The handbook of information or prospectus of the college is printed every year. This handbook is having the guidelines for students about their conduct in the college. The handbook also contains guidelines and advisory regarding minimum required attendance, against ragging in the college and punishments in case of any violation. The handbook of information-cum-prospectus is available to students from the office at a cost of Rs. 50.00 only.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
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Water Conservation and Cleanliness	26/12/2018	01/01/2019	50
Raised donation for Kerala Flood Victims	23/08/2018	30/08/2018	50
View File			

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

1. In the year 2018-19, students were made aware about not using single use plastic. 2. Canteen contractor was told not to sell the items in poly bags or plastic packed products. 3. For energy conservation we have encouraged the teaching and non-teaching staff members to make effective use of sunlight. 4. Rainwater harvesting is being promoted and the conserved water is being used for gardening. 5. Efforts are being made to minimize the use of paper and using the both sides of paper in printing. 6. More stress is being given to promote e-governance at all levels.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the best practice: Activities related to 'Clean India, Healthy India' at institutional and local level. Context of the best practice: Clean environment is a necessary condition for leading a healthy life. Our respected Prime Minister Sh. Narendra Modi ji has time and again urged all Indian citizens to devote their energies and time to create a clean and healthy environment in our country so that all can lead a healthy life. In this context, it was considered appropriate and well-timed to perform activities associated to 'Clean India, Healthy India' campaign at institutional and local level. Objectives of the practice: 1) To conduct various activities related to 'Clean India, Healthy India' campaign at institutional and local level. 2) To create awareness about the significance of cleanliness at institutional and local level. 3) To motivate students, local people and teachers to contribute their part in maintaining cleanliness at institutional and local level. The Practice: Students of our institution were informed about Government of India's 'Swachh Bharat Abhiyan' that had been launched to make a clean India. They were encouraged to participate in this movement with high spirit. They were made aware about the significance of cleanliness in leading a healthy life. They were also motivated neither to litter nor to let other litter. They were also asked to make other people join this movement. A number of students and teachers took cleanliness pledge. To make this practice more effective, a number of initiatives were taken at institutional and local level. Campus cleanliness drive was conducted intermittently to make it a routine exercise. College NSS unit, Rovers Rangers unit, other students along with teachers participated in this drive. Similar drive was also conducted in nearby villages such as Tikkari, Kanjiyan etc. Bawris and Khaatris/Khatees (a traditional system of rain water harvesting prevalent in the area) situated in these villages were also cleaned. During cleanliness drive in these villages, students also interacted with local people and also encouraged them to be a part of this noble movement. As similar drive was conducted previous year, continuing the same practice, a part of river bed of Kunah stream (situated along college premises) was also cleaned. Students also encouraged local residents to construct toilets, outlet pipes and soak pits (for safely disposing of waste water discharge from houses) etc. and use them. Cleanliness drive was held at institutional and local level on many dates such as 26th August, 15th September, 02nd October, 26th December to 1st January etc. Additionally, debate, declamation, poster making and slogan writing, Swachhta

Abhiyan rally were also conducted. Obstacle faced (if any) and strategies adopted to overcome them: NA Impact of the practice: This practice helped in evoking a sense of responsibility and positivity among students, local residents and teachers as well. Besides this, by virtue of such activities campus of our institution remained cleaned through the entire year. Resources required: • More funding is required to do such activities at large scale and consistently. 2. Title of the best practice: Youth Awareness about various issues. Context of the best practice: We are living in a continuously changing world. To make students better and valuable citizen, it is very important to enhance their understanding about their surrounding, latest technologies, events, latest happenings etc. Considering all these, it was found suitable to sensitize them about latest developments. Objectives of the practice: 1) To sensitize students about latest developments. 2) To create awareness about the new technologies, events etc. 3) To improve their life skill. The Practice: Under this theme a large number of activities were conducted at institutional level throughout the year. Such as, a voter awareness programme was held in the institute wherein students were explained various aspects of election by Election Kanungo and were encouraged to participate in this important event. Similarly, a drive to collect fund for victims of Kerala flood, was also organised by teachers and students of college. The collected amount was submitted to Chief Minister's relief fund. In the same manner, students were also trained by officials of Fire Department to extinguish fire by various methods. They also trained students about rescue operation during fire accidents. Equivalently, officials of H. P. department of electricity instructed students about methods of electricity conservation at household and institutional level and sensitized them about significance of electricity/electric power. To provide an exposure to latest artificial insemination technology, students were taken to Sheep Breeding centre at Taal. Poshan pakhwada was also conducted to sensitize students about 'Healthy food'. Additionally, a seminar on the topic 'career perspectives after graduation' was held to provide students an insight about possible career options. To enhance students skills in the field of computer application a four day workshop organise. Official of the department of industries informed the students about Government's notable scheme for innovative scientist/technicians i.e. 'Start Up India'. They explained various provisions of this scheme to students and encouraged them to submit their proposals. Surgical strike day was also observed in the honour of our brave armed forces and to pay homage to martyrs. Students were sensitized about various issues pertaining to women. Obstacle faced (if any) and strategies adopted to overcome them: NA Impact of the practice: Voter identity cards of a number of students were created during one such activity (a tangible result). Fund was raised to Kerala flood victims. Students were benefited by different training programmes and enhanced their skills. These activities have helped in personality development of students. Resources required: • More funding and better resource-persons are required to do such activities at large scale, consistently and in better manner.

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

<http://www.gcbhoranj.info/sites/default/files/2020-04/Best%20Practices%202018-19.pdf>

7.3 – Institutional Distinctiveness

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

Being a rural area institution we have observed that the students taking admission in this college are very poor in terms of exposure to the modern, advanced, scientific and social facilities, therefore, in the year 2019-20 we

plan to provide this exposure to our students so that they can compete with students of urban area during the times of their higher education. To enhance, the employability of our students we have organized job fair (although at a small scale) in this institute so that our students get an insight about facing interviews and getting jobs in private as well as govt. sector. In this job fair four students got selected for job. This institute is facing problem of hoodlums because a public road is passing through our premises therefore, we with our PTA and CSCA have a plan to get this road shifted to outside the campus so that students and staff of this college can study and teach in a pristine educational atmosphere.

Provide the weblink of the institution

http://www.gcbhoranj.info/institutional_distinctiveness

8.Future Plans of Actions for Next Academic Year

1. Construction of entry gates will be done on both sides of college. 2. Security posts shall also be constructed with entry gates. 3. The boundary wall of college shall be completed so that trespassers can not enter the college premises. 4. Furniture shall be procured for newly constructed canteen building. 5. Because canteen is little far from main building, a roofed path shall be constructed between the two. 6. English language lab shall be made for the students. 7. Redesigning and Updation of website shall be done. 8. Library shall be automated. 9. Large format professional display shall be purchased for educative programs. 10. More sophisticated instruments shall be procured for science labs. 11. Racks and almirrahs shall be procured for office and stores. 12. Front courtyard of college building shall be beautified. 13. There are uninhabited labour sheds (which were raised during construction of staff quarters) in the college premises which will be removed for making the campus serene and beautiful. 14. Toilets of college shall be renovated in next academic session. 15. Because we shall be observing 150th birth anniversary on 02-10-2019 more stress shall be given on cleanliness under swachh Bharat Abhiyan.16. Installation of Solar Lights in college campus.