

The Annual Quality Assurance Report (AQAR) of the IQAC

Govt. College Chaura Maidan, Kotshera Shimla-171004

Part – A

AQAR for the year

2013-14

I. Details of the Institution

1.1 Name of the Institution

Govt. College Chaura Maidan, Kotshera

1.2 Address Line 1

Chaura Maidan

Address Line 2

City/Town

Shimla

State

Himachal Pradesh

Pin Code

171004

Institution e-mail address

Principal.kotshera@gmail.com

Contact Nos.

0177-2653291

Name of the Head of the Institution:

Dr. Uma Randev

Tel. No. with STD Code:

0177-2653291

Mobile:

9418457757

Name of the IQAC Co-ordinator:

Dr. Pawan Kumar Salaria

Mobile:

9418276297

IQAC e-mail address:

Principal.kotshera@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

HPCOGN 10452

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

Nil

1.5 Website address:

www.gccm.ac.in

Web-link of the AQAR:

www.gccm.ac.in/AQAR2013-14.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	77.40	2003	2008
2	2 nd Cycle	Nil	Nil	Nil	Nil
3	3 rd Cycle	Nil	Nil	Nil	Nil
4	4 th Cycle	Nil	Nil	Nil	Nil

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

04-04-2004

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

i. AQAR 2004-05

02/12/2015

ii. AQAR 2005-06

03/12/2015

iii. AQAR 2006-07	04/12/2015
iv. AQAR 2007-08	05/12/2015
v. AQAR 2008-09	06/12/2015
vi. AQAR 2009-10	07/12/2015
vii. AQAR 2010-11	08/12/2015
viii. AQAR 2011-12	09/12/2015
ix. AQAR 2012-13	10/12/2015

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

B.C.A, T.T.M and J.M.C.

1.11 Name of the Affiliating University (*for the Colleges*)

Himachal Pradesh University
Shimla-5

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 02

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

This year a major decision of implementing the CBCS (Choice Based Credit System) was taken by the IQAC (Internal Quality Assurance Cell). A plan was chalked out to implement the CBCS.

Special sessions were organised to the orientation of the students not to involve in the anti college activities such as ragging, smoking, etc.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<p>To implement CBCS (Choice Based Credit System) to introduced semester system in place of annual system.</p> <p>To co-ordinate with the boards of studies of the H.P. University to revise/ formulate new syllabi of all the subjects being taught in the university.</p> <p>To take over the newly constructed arts block from the P.W.D (Public Work Department) and seek govt. permission to start the classes in this building.</p> <p>To manage the funds for the furniture in the newly constructed arts block.</p>	<p>Choice Based Credit System was introduced and semester system was also started in the session 2013-14.</p> <p>The syllabi of all the subjects were drastically revised and made neat specific according to the standard of other universities in the country.</p> <p>The Hon'ble Chief Minister Himachal Pradesh Government, inaugurated the newly constructed arts block and the classes was started immediately in this building.</p> <p>The furniture of worth Rs. 20,00,000/-was purchased for the new arts block.</p>

To construct new rain water collection tank for harvesting rain water.	The work of construction is in progress.
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* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Nil

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	Nil	Nil	Nil	Nil
PG	Nil	Nil	Nil	Nil
UG	05	Nil	01	01
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil
Total	05	Nil	01	01
Interdisciplinary	Nil	Nil	Nil	01
Innovative	Nil	Nil	Nil	Nil

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options Elective Courses
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	04
Trimester	Nil
Annual	07

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

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

*Please provide an analysis of the feedback in the Annexure

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

The syllabi of all the streams were revised with the help of the Boards of Studies of the H.P.U. The process of revision is still going on.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
45	25	20	Nil	Nil

2.2 No. of permanent faculty with Ph.D.

17

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
22	03	20	0	Nil	Nil	Nil	Nil	42	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

Nil

06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	03	02
Presented papers	04	1	02
Resource Persons	Nil	Nil	01

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

According to the new CBCS (Choice based credit system), the teacher shifted to new pedagogy which included assignment and minor tests before appearing in the final end semester examination. Stress was also give to teach the students through ICT and PPT.

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

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Nil

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

12

12

08

2.10 Average percentage of attendance of students

88 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	153	1.8	9.80	31.4	58.8	80.00
B.Com.	119	2.40	11.7	33.61	54.69	99.0
B.Sc.	38	12.5	31.57	39.47	28.73	97.36

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

The IQAC monitor the teaching and learning through the ACR of the teacher and by sending the report card of the students to their parents.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	05
Faculty exchange programme	NIL
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	01	01	Nil
Technical Staff	11	02	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

Teachers are encouraged for taking up UGC minor & Major projects in different discipline & subjects. The students are also given the project work on social / economic problems of the local communities. Permission was liberally granted to the teachers for attending seminars/conferences/workshops.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	01	Nil	Nil
Outlay in Rs. Lakhs	Nil	1,30,000/-	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	02	01
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications: N/A

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	Nil	Nil	Nil	Nil	Nil
	Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01	Nil	01	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

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

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

JRF	SRF	Project Fellows	<input type="text" value="Nil"/>	Any other	<input type="text" value="Nil"/>
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3.21 No. of students Participated in NSS events:

University level	<input type="text" value="80"/>	State level	<input type="text" value="65"/>
National level	<input type="text" value="01"/>	International level	<input type="text" value="Nil"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="25"/>	State level	<input type="text" value="15"/>
National level	<input type="text" value="02"/>	International level	<input type="text" value="01"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="Nil"/>	College forum	<input type="text" value="07"/>		
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="04"/>	Any other	<input type="text" value="Nil"/>

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

During the session 2013-14 the NSS organised Van Mahotsav in the month of August & planted 200 plants on the Glen Hill. 80 Volunteers participated in AIDS control programme on international youth day. The NSS foundation day was celebrated on 24th September 2013 in the college auditorium. A blood donation camp was organised in which 65 volunteers donated the blood. The NSS unit of the college also repaired the road leading to Gawahi village near Shimla town, during the seven days annual camp. The Red-Ribbon club of the college also celebrated AIDS Control Day.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9410.71Sq.mtrs	Nil	Nil	9410.71sq.mtrs
Class rooms	22	07	Govt.	29
Laboratories	07	Nil	Nil	07
Seminar Halls	Nil	Nil	Nil	Nil
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	08	Nil	Nil	08
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library

The administrative work of the college is computerised and has e - facilities. All the administrative work is done on the eight computers, which have been purchased recently. The library has an open access to the staff and students. Students counselling is done to use the library facilities. Four computers have been installed in the library with e facilities. There are 620 user of N-List in this college.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17,000	2993203	242	90,000	17242	3083203
Reference Books	1850	525453	150	88,170	2000	613623
e-Books	200	0	20	0	220	0

Journals	128	18,842	121	35,053	249	44,905
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	Nil	Nil	Nil	Nil	Nil	Nil

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	26	02	10	Nil	Nil	08	04	Nil
Added	08	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	34	22	10	Nil	Nil	08	04	Nil

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

Teachers and administrative staffs are deputed to take training from time to time on networking, e-governance etc. The students are also given time in the IT lab to give them an exposure of internet and computer.

4.6 Amount spent on maintenance in lakhs :

i) ICT	3,00,000/-
ii) Campus Infrastructure and facilities	20,00,000/
iii) Equipments	Nil
iv) Others	Nil
Total :	23,00,000/

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The students were given orientation regarding the newly introduced CBCS (Choice based credit system). The principal gave a informative lecture about the CCA (Comprehensive Continuous Assessment) and ECE (End semester Examination). She also stressed the need of punctuality and continuous assessment of the students under CBCS. The students were also informed about the various processes available in the college though which the students could benefit themselves. Facilities like career guidance and placement cell etc. were also brought to the notice of the students

5.2 Efforts made by the institution for tracking the progression

Well organised tracking system is not in place in the college. The college plans to form OSA (Old Students Association), so that a dialogue is established with the old students of the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1431	Nil	Nil	Nil

(b) No. of students outside the state

05

(c) No. of international students

Nil

Men	No	%	Women	No	%
	1335	93.2		96	6.8

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1456	192	46	120	Nil	1814	1171	152	28	80	Nil	1431

Demand ratio 1:1

Dropout % 21.11

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

This college does not have such mechanism which could help students in competitive examinations.

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET	Nil	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Others	06

5.6 Details of student counselling and career guidance

There is a counselling and career guidance cell in the college. The students are given information about different job opportunities available to them after doing graduation.

No. of students benefitted

24

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	Nil

5.8 Details of gender sensitization programmes

During the session 2013-14, women development cell organised various programmes of gender sensitisation. The programmes like declamation contest, poetic recitation slogan writing & poster making etc. were organised to high light the social evils like child marriage, female infanticide, domestic violence dowry etc. An international women day was celebrated on 08-03-2014. A deep understanding of the causes an effect of gender disparity and social conditioning of men and women was thoroughly discussed and analysed.

5.9 Students Activities

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

State/ University level

68

National level

04

International level

Nil

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events
Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	23	33,946/-
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____ Nil _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision of the college is to provide higher education to all the students on nominal fee, so that the welfare and egalitarian principles of the education policy are implemented.

6.2 Does the Institution has a management Information System

No, But the institute uses the PMIS of the state govt. and the directorate of higher education.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The college, in coordination with the university, was successful in revising the syllabi of all the programmes being run in the college. The syllabi were revised according to needs of Choice Based Credit System (CBCS).

6.3.2 Teaching and Learning

The college has started the assignment/seminars system as one of the component of assessment under the newly introduced CBCS (Choice Based Credit System). The college is making efforts for ICT enabled teaching learning process for the students. Lectures are often followed by healthy class room interactions. Besides lecturer library assignments, tutorials and discussions are encouraged. Classroom learning becomes healthier with group discussions, seminars, debates, quiz viva, etc. Peer learning is promoted among the students.

6.3.3 Examination and Evaluation

The teachers keep a record of the continuous performance of students after every internal & external examination. A Performa has been devised to keep all the record of a student who so ever takes admission in the college.

6.3.4 Research and Development

Many of the faculty members are actively involved in various research projects adding to their academic development.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The college has well established library, it has 19242 books, 21 magazines and journals & fourteen news papers both in English & Hindi editions. Everyday more than 200 students & Teachers visit the library. The facilities of INFLIBNET, N-List programme & E- recourses are available for both Students & Teachers. The college library is well equipped with all E-Facilities and latest infrastructure. There are 220 e-resources in the library. Total no. of 620 N-List users makes the best use of INFLIBNET facilities of the library.

6.3.6 Human Resource Management

The Human resource of the college are managed by the state govt. however, the college sends proposals to the education and the Government for deputing/recruiting more human resource to the college

The Govt. recruits the teaching staff through State Public Service Commission. The recruitment is done through open competition in a fair manner.

6.3.8 Industry Interaction / Collaboration

The industry interaction & collaboration is limited. A few students visited industries for their study programmes

6.3.9 Admission of Students

Under the CBCS system, total number of seats in each subject has been limited to 120. In some of the subject there is a competition for admissions.

6.4 Welfare schemes for

Teaching	GPF, 100% Medical Reimbursement	Yes
Non teaching	GPF, 100% Medical Reimbursement	Yes
Students	Tuition fee for girls are exempted , Scholarship for SC/ST/OBC/IRDP	Yes

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes



No



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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	State Govt.	Yes	Principal
Administrative	Yes	AG	Yes	LAD

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

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

Under CBCS the university has introduced a major examination reform in which 50% weightage has been given to the internal assessment of the students

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

Nil

6.11 Activities and support from the Alumni Association

The college is in the process of forming alumni association.

6.12 Activities and support from the Parent – Teacher Association

The Parent Teacher Association is working effectively in this college. The following steps are taken by the PTA for the welfare of the students

1. The fund is collected from the Parents & Teachers.
2. This fund is used for engaging the teachers where the posts are vacant & the numbers of students are exceedingly large.
3. The fund is also used for purchasing items like Photostat Machine etc. which benefit the students of the college.

6.13 Development programmes for support staff

The support staffs of this college has been given the facility of staff quarters within the college campus.

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

Tree plantation has been done within the campus on the vacant spots. The college has a green look. The use of plastic is prohibited in the college campus. The dust bins have kept at different palaces. There is no trash of any garbage or trash in the campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Choice Based Credit System (CBCS) along with semester system, was started w.e.f. this session. This system gives a choice to the students to choose the subject of their choice it also gives academic flexibilities as to complete the credits within the span of five years. The introduction of this system has brought a positive impact of the academic environment of the institution. The free computer education was started for the benefit of the students. The students are given information about the general working of the computer. The E-learning resources are taught with special emphasis. The college is also an evaluation centre & is working efficiently.

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

Choice Based Credit System was introduced and semester system was also started in the session 2013-14.

The syllabi of all the subjects were drastically revised and made neat specific according to the standard of other universities in the country.

The Hon'ble Chief Minister Himachal Pradesh Government, inaugurated the newly constructed arts block and the classes was started immediately in this building.

The furniture of worth Rs. 20,00,000/- was purchased for the new arts block.

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

Conservation of rain water is the best practice of this college. The college has successfully constructed a water storage tank of capacity of 20,000 litres. The water of this tank is used in the toilets of the college. A one more rain water storage tank has been proposed to be constructed so that more rain water is stored and further used in the time of emergency as Shimla town has a chronic problem of water scarcity.

The college take special care regarding the drug abuse among the students. Special counselling session is organised to discourage the students for drug abuse. The mischievous & hard core addicts are given exemplary punishment like suspension, imposition of fine & rustication from the college.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

An utmost care is taken to maintain the green look of the campus. Tree Plantation by the college students, NSS & NCC volunteers both in college as well as outside on the day of 'Van Mahotsav'. The students of the college also take part in the Van Mahotsav & plant trees which are supplied by the HP Forest Department.

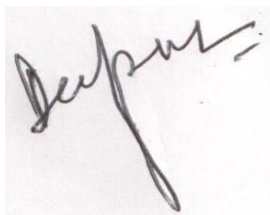
7.5 Whether environmental audit was conducted? Yes No

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

The college plans to find out the possibilities for making this college a potential for centre of excellence & develop academic atmosphere in the institution.

8. Plans of institution for next year

1. To develop the best infrastructure in the college premises
2. To organize seminars/ conferences/orientation program for the dissemination of the latest information on the teaching -learning process.
3. To implement student charter wholeheartedly.
4. To spread awareness regarding women empowerment.
5. To achieve 100% electronic surveillance of the college Campus



Name Prof. Deepak Kaprate



Name Dr. Uma Randev

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced 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
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
