

**Self Assessment Report in respect of Govt. Degree College Kandaghat Distt.
Solan (H.P.) for the Session 2023-24.**

College Category: Tier 3

1. Teaching Learning

Sr No	Activity	Description of Score	Total Score Claimed	Remarks
1	<p>Mode of Teaching:</p> <p>i) Blended teaching: Yes Teachers follow blended mode of teaching which includes lecture and technology based method of teaching. View Document</p> <p>ii) Flipped classes: Yes View Document</p> <p>iii) As per need of different need of students : Yes</p>	<p>12</p> <p>8</p> <p>5</p>	25	
2	<p>Curriculum Planning and Implementation</p> <p>1. Teaching schedule : 100%. Proper teaching schedule is followed as per HPU academic calendar and time table View Document</p> <p>2. Whether learning outcomes defined: Yes. Defined in Syllabus prescribed by HPU</p> <p>3. Curriculum enrichment Practices: 1. Educational Tour View Document</p> <p>4. Internal assessment mechanism (Quiz, Class Test, Presentation, MMT) : Followed by all departments. View Document</p> <p>5. Prompt communication of assessment/ results to students: Communicated within 7 days by displaying on notice board and by sharing in the class.</p>	<p>10</p> <p>5</p> <p>4</p> <p>8</p> <p>6</p>	33	
3	<p>Add-on courses/ certificate courses</p> <p>i) Number of Courses:1 EEE</p> <p>ii) % of students benefited : 15% View Document</p>	<p>2.5</p> <p>2.5</p>	5	

	<p>committees are given in the web portal/prospectus to satisfy the queries of Applicants/Parents).</p> <p>ii) Pre Admission Counselling: Yes done. The students are counseled telephonically and through remarks/comments in a section provided in the online form about:</p> <ol style="list-style-type: none"> 1. The curriculum and courses. 2. Information regarding the prospectus, admission procedure, fee structure and all other relevant information. <p>i) Post Admission Counselling: Yes Students are oriented by Principal and staff members about:</p> <ol style="list-style-type: none"> 1. Institution 2. Student facilities 3. Library 4. Introductory session with staff and faculty 5. Academic calendar. 6. Requirement of credits as per course and CCA and other requirements post admission. <p style="text-align: center;">View Document</p>	10		
2	<p>Scholarships</p> <p>i) Awareness about different Scholarship Schemes and 100% coverage of all Eligible Students: Widespread publicity of different scholarship schemes were carried out in the college during the session 2023-24 which include:</p> <ol style="list-style-type: none"> a) A permanent flex banner of size 6x4 feet is displayed in the campus showing details of various scholarship schemes and details of the documents required. b) Displaying notices on the notice board regarding opening of NSP portal and directing all eligible students to apply for the same. c) Class wise address by the Principal from time to time to motivate students to apply for scholarship. 	5	10	

	<p>d) Institution Nodal Officer's address on 10th Aug 2023 regarding various scholarship schemes and details of the documents required for the same during the induction/ career opportunities programme organised by the college.</p> <p>e) Announcement by the teachers in their respective classes.</p> <p>ii) Scholarships other than government schemes: Information regarding such schemes is displayed on the notice board as and when received from any such private agency.</p> <p>A total number of nineteen eligible students applied under various scholarship schemes on NSP portal and forms of all the students were verified by the scholarship committee.</p> <p style="text-align: center;">View Document</p>	5		
3	<p>Sports and Cultural Activities:</p> <p>i) % of Students Participating in Sports Activities: 23% View Document</p> <p>ii) % of Students Participating in Cultural Activities: 25% View Document</p> <p>iii) Medals/Trophy Won in Sports/Cultural Activities in national/Inter University, State/Inter College and District/ Cluster Level: Nil</p>	10 10	20	
4	<p>. Students Participating in NSS/NCC/Rover & Ranger/Clubs:</p> <p>NSS: 149 View Document</p> <p>Rover & Rangers: 24 View Document</p> <p>Road Safety Club: 70 View Document</p> <p>Eco Club: 20 View Document</p> <p>Red Ribbon Club: 20 View Document</p>	4 4 4 4 4	20	
5	. NSS/NCC/Rover & Ranger Participating in:	0	0	

	<p>i) National Camps /RD Parade: Nil ii) State Camps/Parade: Nil iii) Awards Won in these Activities: N/A</p>			
6	<p>Anti Drug Awareness Programme: i) No. of Awareness Programmes Organised:01 ii) % of Students Benefited: 51% iii) Counseling of Suspected addicts: N/A View Document</p>	1 4	5	
7	<p>Gender Equity: i) No.of health/Sanitization Programmes organized: 3 View Document ii) % of students benefitted: 26% iii) Women anti sexual harassment committee constituted as per norms-Yes View Document iv) Grievances Redressal as per timeline: Yes</p>	3 3 2 2	10	
8	<p>Mentor –Mentee Groups: No such groups were officially formed during the session2023-24; however, teachers guided/helped the students at individual level.</p>	0	0	
9	<p>Coaching for National Level Competitive Examinations/HAS: No such coaching was provided during the session 2023-24</p>	0	0	
10	<p>Remedial Classes/Bridge courses: No such classes were taken during the session 2023-24.</p>	0	0	
11	<p>Capacity Building of Students: i) Life Skills: (a) The college has undertaken various life skill imparting activities 1. Plantation drive by NSS on 13.10.2023 2. Awareness drive on AIDS by Red Ribbon Club and NSS on 16.02.2024 3. Cleaning of water body and roads by NSS volunteers in Jadari village on 19.02.2024. 4. Yoga camp held on 21.06.2024 (International Yoga Day)in college campus. (b) Disaster Management Programme A Mock Drill was held in college on 15th Feb 2024 under disaster management programme of the college, where Platoon Commander Sh. Balraj ji along with his team of 5 members from Home Guards, Solan, exhibited first aid techniques and</p>	10	20	

	<p>demonstrated how to protect oneself during disaster. Various life saving techniques were demonstrated during the Mock Drill</p> <p>ii) Language-cum-Graduate attributes Development Programmes: Students Enrolled in EEE programme : Batch I (B.A students) : 30 Batch II (B.Com students) :30</p> <p style="text-align: right;">View Document</p>	10		
12	<p>Career Counselling & Placement Cell:</p> <p>i) No. of Career Counselling Sessions organised for each group of students: 05</p> <p>6</p> <p>ii. Number of Placement Drives ; 01</p> <p>2</p> <p>A placement drive in collaboration with JOB COACH (A recruitment agency) Chandigarh was organised in 2 stages:</p> <p>Ist stage: First round of interview was conducted on March 7,2023.</p> <p>On the basis of first round interviews 11 students were selected for Direct placement and 07 students were selected for IT Training / Internships.</p> <p>In final round of interview conducted in Chandigarh 13th June 2024, 2 students were selected</p> <p>One of them joined SBI CARDS AND PAYMENT SERVICES LIMITED premises at CHANDIGARH as Branch Relationship Executive View Document</p> <p>iii) Self employment module organised : Nil</p> <p>0</p> <p>iv) Number of students benefited : NA</p> <p>0</p> <p style="text-align: right;">View Document</p>		8	
13	<p>Student Progression:</p> <p>i) % of student opted for higher education : 50.52</p> <p style="text-align: right;">View Document</p>	10	10	

3	<p>ICT facilities: There is one interactive panel in the Room No.2. Teachers organize seminars, conduct quizzes for the students and to disseminate information through live videos related to subject concerned by making use of the interactive panel.</p> <p>i. No. of Interactive Panels/ Visual Classrooms Multimedia: 1</p> <p>ii. % of teacher using ICT facilities: 100%</p> <p>iii. No. of students benefited from ICT facilities: 100%</p> <p>iv. Internet Connections-Leased Line /Fibre Network/Wi-Fi campus : Yes</p> <p>v. Use of ICT facilities - 100%</p>	1 5 5 5 5	21	
4	<p>Facilities for Specially-abled Students: For specially-abled students there is a provision of ramp facility in the first entry of the college with railing installed along the wall for better safety.</p> <p>i. Ramps/Wheel Chairs/Support Railing: Yes</p> <p style="text-align: center;">View Document</p>	2	2	
5	<p>Sports Facilities:</p> <p>i) No. of Games/Sports Activity conducted: 02 (Women Kabaddi team of the college participated in inter-college competition and Annual athletic meet was organized.)</p> <p>ii) Indoor sports Facility: Yes. (600 Kho-Kho/ Kabaddi Mats are available which are used for playing indoor kabaddi.)</p> <p>iii) Adequate Sports Equipment: Yes</p> <p>iv) Gymnasium (Operational): Yes.</p> <p style="text-align: center;">View Document</p>	4 4 4 4	16	
6	<p>Auditorium/Hostels/Seminar hall/Staff Quarter:</p> <p>i. Auditorium-cum-Multipurpose Hall= 1</p> <p>ii. Hostel= Nil</p> <p>iii. Separate Seminar Hall= Nil</p> <p>iv. Staff quarters = Nil</p>	4	4	
7	<p>i) Laboratories with adequate equipment: Nil</p> <p>ii) Usage of available Lab infrastructure: N/A</p>	0	0	

8	i) Adequate number of computers: More than 50 students per computer ii) Usage of Computer Hardware: 100% View Document	1 5	6	
9	Canteen, Staffroom/Faculty room, Space for NCC, NSS, Rangers & Rovers, Examination room, Medical care Facilities: 1. Staffroom/Faculty Room : Yes 2. Space for NCC,NSS, Rangers & Rovers: Yes 3. Examination Room: Yes 4. Medical Care Facilities: Yes	2 2 2 2	8	
10	Documentation of Academic, co-curricular and extracurricular activities and achievements of student and staff on regular basis: Yes, all such activities are recorded in Activity register maintained by the college.	20	20	

4 Institutional Management

1	Institutional Vision i) Vision Document: The vision document for the session 2023-24 was prepared by the institution highlighting its development strategy broadly. The vision document is a declaration of the institution's objectives indicating a defined direction for growth and realization of goals, while at the same time recognizing the potential areas of growth and action to be taken in that regard. View Document ii) Institutional Development Plan: The College assesses the institutional development needs and identifies the gaps based on priorities as per the interests of the stakeholders. The purpose of the institutional development plan is to optimize the capacity of existing facilities and to remove the gaps for balanced overall growth. The objective of the plan is to undertake periodic reviews and continuous improvements according to the IDP. View Document	6 6 6	18	
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	<p>iii) Plan of Action for above: The college installed an iron gate at the entrance to ensure safety and security in the premises. The rain water harvesting facility was made functional. 5 iron benches were installed with the support of PTA. 64 books were added to the library collection, 1 journal Prabandhan was added, the subscription of 3 magazines namely Kurukshetra, Pratiyogita Darpan, Outlook and Competition Success Review was renewed and 1 magazine, Pratiyogita Sansar, was added in the session 2023-24. The library software was updated to Soul 3.0.</p> <p style="text-align: center;">View Document</p>			
2	<p>IQAC i) No of Meetings per year: 07 ii) No. of Programmes organized (Teachings, Workshop, IPR etc.):Nil View Document</p>	6 0	6	
3	<p>Management of Institutional Funds: i) Funds (BF, AF, PTA etc) used for institutional development/Student welfare: 47%. The institution has strategies for mobilization and optimal utilization of BF, AF and PTA funds. Building Fund The Building Fund collected from the students was utilized for construction of Stage in Multipurpose Hall and minor repair works (Electrical/plumbing) of the building. Amalgamated Fund The major head of fund in the college is in the form of Amalgamated Fund. Amalgamated Fund in the college is utilized for the students participating in HPU Youth Festivals (Group-1, Group-2, Group-3 and Group-4), Inter college championships, Annual Function, Athletic Meet, Refreshment to the students in all kinds of activities, expenditure in all</p>	4	10	

	<p>departmental functions, purchase of Newspapers, magazines, Journals, special day celebrations, printing of flexes and banners regarding spreading awareness among the students (Anti Ragging, Scholarship, No Smoking etc.), payment for the development of the website and its renewal, College Students Central Association (CSCA) related expenditure and office expenditure.</p> <p>PTA Fund</p> <p>The college has Parent Teacher Association. The fund of Rs. 400 for Parent Teacher Association (PTA) is collected from each student at the time of their admission. The fund is utilized for the students' welfare and development of the college.</p> <p>ii) Periodic Audits: Yes</p> <p>iii) Settlement of Bills/Advances within a specified time frame: Yes</p> <p>All the bills and advances are settled by the official as well as advance taken by the teachers for various college activities within a specified time frame.</p> <p style="text-align: center;">View Document</p>			
4	<p>Grievance Redressal of Students and Employees:</p> <p>i) Redressal within a week: 3</p> <p>ii) Redressal within a month: NIL</p> <p>iii) No redressal: NIL</p> <p style="text-align: center;">View Document</p>	10	10	
5	<p>Green and Clean campus:</p> <p>i) Green initiatives of Institution (atleast 3):</p> <p>a) Tree plantation on 2nd October by Rover and Ranger under Swachhta Campaign.</p> <p>b) The Eco Club, in collaboration with the NSS unit of the college, organized a Campus Beautification Drive on 12th October.</p> <p>c) The Eco Club organized a Campus Beautification Drive on 12 February 2024</p> <p style="text-align: center;">View Document</p>	6	16	
		24		

	ii) Cleanliness in Washroom, Building/ Campus: a) The NSS volunteers participated in a rally and cleanliness drive organised by the Nagar Panchayat, Kandaghat under the Swacch Amrit Mahotsav on 16 th September. b) The NSS organised the inaugural function of the new units and one day cleanliness drive of the old building on 20 th November.			
6	Facilities for Students: i) Common room for Girls: Yes View Document ii) Adequate Toilets as per Student strength: Yes (In every floor) iii) Sanitary napkin vending machine/incinerator regularly put in use: Yes iv) CSCA room with proper furniture: Yes v) Student centre for co-curricular activities and its regular use: Yes vi) Regular use of Playground: Yes. Nearby play ground is used as and when required.	3 3 3 3 3	18	
7	Regular Updation of Service Books/Service Records: Yes	3	3	
8	Timely Submission of ACRs: Yes View Document	3	3	
9	Prompt Response to Official Correspondence: Yes View Document	5	5	
10	Proper Maintenance of Official Records (Cash book/Stock registers, Fund Registers Leave record, Fine fund etc): Yes View Document	10	10	
11	Proper Record of Students Attendance and CCA: Yes	10	10	
12	Whether ranked by NIRF, Other Agencies: No	0	0	
13	Whether accredited by NAAC: No	0	0	
14	Whether AQARs are being submitted as per time line annually or not: N/A	0	0	
15	Recognition for Exemplary Contribution of Staff and Students: Staff: Dr. Savita Sehgal, Associate Professor, Faculty of Music (v) has been awarded the prestigious A	4	8	

17	Feedback from Stake Holders other than Students and Action taken thereon: No	0	0	
18	Annual Review meeting on Students outcomes in academics, co-curricular, Extra- curricular and Extention Activities and Action taken during next session for achieving excellence: Yes, IQAC of the college has convened the review meeting for the session 2023-24. View Document	25	25	

5 Best Practices, Innovation and Institution Distinctiveness

1	Best Practices Description & outcome of Best Practices (At least two) Two Best practices adopted by the college are: 1) Green Campus Initiatives 2) Community outreach and Career Enhancement Programmes View Document	10 10	20	
2	Special Initiatives Taken for: i) Energy Conservation/use of Solar energy: Yes View Document ii) Solid waste segregation/Management: Yes View Document iii) Rain water harvesting and its use for gardening and cleanliness: Yes View Document iv) Plastic free campus: No v) Blood donation Camps: No vi) Adoption of village/educational institutions: Yes View Document	4 4 4 4	16	
3	5.3 Social Impact of Extension Activities(on the basis of community feedback): As stated above in point no. 5.2 various activities carried on in jadaari village, an appreciation letter was received by the Panchayat Pradhan. (Jadaari Panchayat Pradhan's Appreciation Letter attached)	10	10	

	<p>5.3.1 Activities Disaster Management View Document</p> <p>5.3.2 Activities Eco Club View Document</p> <p>5.3.3 Activities History Society View Document</p> <p>5.3.4 Activities RED RIBBON CLUB View Document</p> <p>5.3.5 Activities Rovers and Rangers View Document</p> <p>5.3.6 Activities Career Counselling and Placement Cell View Document</p> <p>5.3.7 Activities under Electoral literacy club View Document</p> <p>5.3.8 Activities Yuva Tourism Club View Document</p> <p>5.3.9 Activities-Common Room Committee View Document</p> <p>5.3.10 NSS Activities View Document</p> <p>5.3.11 Village adoption and lectures View Document</p>			
4	<p>Special New Innovative Initiative Or Ideas Adopted in the College(Other than at Sr. NO. 5.2 above):</p> <p>1 Usage of Smart Classroom</p> <p>2 Departmental Functions and Activities.</p> <p>View Document</p>	4 4	8	
5	<p>Collaborations:</p> <p>i) With Peer educational/ Research Institutions): Nil</p> <p>ii) Other Govt. Bodies/Industry:</p> <p>The college is a part of English, Employability and Entrepreneurship Programme (EEE) of HPKVN. Under this programme 60 students of the college are enrolled and trained for the above said purpose. For the implementation of the programme in our college Shubh</p>	0 5	5	

	enterprises has been engaged by HPKVN as TSP. View Document			
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6 Faculty Profile & Research Activities

1	% of Teachers with PhD: 62%	4	4	
2	Teachers as Research Guides: Nil	0	0	
3	No of Orientation Programmes, Refresher Courses, faculty development Programmes and Work of One week or more Attended by the teachers (in Last 3 Years): 34 % of Faculty = More than 30% View Document View Document	10	10	
4	Projects/Patents/Fellowships/Associateships: i) Major: Nil ii) Minor: Nil iii) Patents: Nil iv) Fellowships: Nil v) Associateships: Nil	0		
5	No. of Papers Presented in Conferences/Seminars/Symosia(in Last 3 Years): i) International: 14 ii) National/Regional/State level: 21 View Document	28 21	8	
6	Seminars, Workshops, Conferences and Trainings organized by the Institution: i) International level: Nil ii) National level: Nil iii) State level: Nil	0	0	
7	No. of Paper Published: i) UGC Care List Journals: 4 ii) Non-UGC Care List Journals: NIL iii) Citations: Nil	20	20	
8	Teachers' special Innovative Ideas (Brief description Thereof): Teachers extensively use the facility of interactive panel and smart classroom for classroom teaching. Activities like quiz, group discussion, presentation and seminar are regularly	5	5	

	conducted by teachers in the classroom. Flipped classroom teaching Method is used to ensure proactive engagement of students.			
9	No. of Books Published/Chapters in Books: Book: Nil Chapter: 3	0 6	6	
10	Teachers Academic and Extension Activities: i) Resource Persons: 3 ii) Member of Board of Studies/Subject experts etc.: 2 iii) Popular articles:	6 8	10	
11	Awards by Recognised and Reputed Organisations: i) International: 1 ii) National: 1 iii) State: Nil View Document	8 6	8	

7 Miscellaneous

1	Any Other Important Information or initiative not covered Above eg. Institution Incubation Centre,R&D-cum-innovation centre,BVoc, Self Finance Courses, Add-on Courses, Internship,OJT, Green audit, Academic audit etc.: No	0	0	
2	Spot evaluation of institution by the Officers from Directorate of Higher education/ representative of Directorate of Higher education: Yes .Two officials from Directorate of Higher Education have visited our college for spot evaluation to see the progress of SSR preparation on 13 th June 2024. View Document	20	20	
3	AG Audit paras settled upto date: NA. AG audit has not been done yet.	0	0	

4	Local Audit paras settled upto date: Yes View Document	5	5	
5	Timeline adhered to in filing reply of court cases/RTI applications/Public Grievances received through Mukyamantri Seva Sankalp1100 and Centralised Public Greivance redress and Monitoring System(CPGRAMS): Yes	10	10	
6	Invited Speakers on various Themes relevant to holistic development of students: <ol style="list-style-type: none"> 1. The Career Counselling & Placement Cell of the college organised a lecture on “Career Options in Banking Sector” for the Commerce students. Mr Vishal Gupta, retired AGM of SBI was the resource person for the session.The resource person shared minute details regarding the recruitment procedure in the banking sector. 2. One day Yoga Camp by Sh Laxmi Sharma , Yoga Trainer for practical session on health and fitness. 3. The Disaster Management Cell, in collaboration with Home Guards 11th Battalion and Fire Services Department conducted a mock drill in the college on 15th February, 2024. They shared useful tips on prevention measures to be taken during natural disasters like fire, earthquake and other unforeseen calamities. 4. The Electoral Literacy Club of GDC Kandaghat organised <i>Chunav Pathshala</i> on 2nd December. Chief Guest and Speaker of the day, SDM Kandaghat, Mr. Siddharth Acharya delivered a lecture on the importance of elections and making of voter ID cards. 5. Election Commission, Solan, under the SVEEP programme held a learning- cum- practice session for students regarding vote casting on 	10	10	

	<p>the EVM machines on 22 December.</p> <p>6. The Deputy Commissioner, Solan, Sh. Manmohan Sharma visited the college under the SVEEP programme on 17th February, 2024. He delivered a talk on the importance of elections and shared useful information regarding making of or ID cards and other election processes with the students. He was accompanied by Tehsildar (Elections), Solan and Tehsildar Kandaghat.</p> <p>7. The Women Cell of GDC Kandaghat organised a lecture on “Sexual Harassment at Workplace” on 7th December. Sh. Manoj Chauhan, Law Officer, explained the legal aspects of this issue in detail to the students.</p> <p>8. DSP Sh. Anil Daulta delivered an informative talk on the menace of drug abuse on 07th November.</p> <p>9. A career counselling session was organized by the Career Counselling and Placement Cell on 27th December in the college auditorium wherein Ms. Shyamli Thakur from the Department of Labour and Employment interacted with students. She acquainted students with the working of the organization, providing information on how to access official portal of Employment Exchange to avail employment opportunities and other useful information regarding the subject.</p> <p>10. The Road Safety Club of the college, in collaboration with Anti-Drug Abuse unit, organized an awareness programme on 7th November. DSP Sh. Anil Daulta was the key speaker on this occasion. He delivered an</p>			
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	<p>informative talk and conducted an interactive session on road safety rules and regulations. He also enlightened the students with an informative talk on the drug abuse.</p> <p>11. A Swachhta Campaign was inaugurated in GDC Kandaghat, Solan by Dr. Rajneesh (IAS), Additional Secretary, Ministry of MSME Govt. of India, on the birth anniversary of Mahatama Gandhi. The Rovers and Rangers unit of the college actively participated in the smooth conduct of this campaign. For the cause of preserving the environment, Rovers and Rangers planted saplings in the campus vicinity.</p> <p>12. Centre of Excellence Tourism and Hospitality conducted an exam related activity on Career in Tourism and Hospitality. Mr Gulshan Sandhu conducted the exam. Ms Urmila Sharma, addressed the students for various job opportunities in coporate sector. View Document View Document</p>			
7	<p>Skill Development Training(At least 20% students benefited): No such Skill Development Training was organized for the session 2023-24.</p>	0	0	
	Grand Total	697		