Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT P. G. COLLEGE UNA**
Name of the head of the Institution	**Dr. Trilok Chand**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01975226035**
Mobile no.	**9418479015**
Registered Email	**gpgcuna68@gmail.com**
Alternate Email	**gcuna-hp@nic.in**
Address	**GOVT. POST GRADUATE COLLEGE UNA**
City/Town	**Una**
State/UT	**Himachal pradesh**
Pincode	**174303**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sh. SAT DEV**
Phone no/Alternate Phone no.	**01975226035**
Mobile no.	**9418015181**
Registered Email	**gpgcuna68@gmail.com**
Alternate Email	**gcuna-hp@nic.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.govtpgcollegeuna.in

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.govtpgcollegeuna.in/wp-content/uploads/2020/10/academic-calender-una-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**2.61**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**01-Jan-2009**

7. Internal Quality Assurance System

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
Online faculty development program was organized in collaboration with open	**15-May-2020** **05**	**200**

tutorial IIT Bombay		
IQAC implemented its plan to focus on research activities during this academic session. A national conference on Hazardous waste: Education, Research and Management Strategies 2019 was organized by Chemistry department	20-Dec-2019 02	70
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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
Govt. PG College Una	RUSA	State Project Director RUSA	2019 365	56433
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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 :	**4**
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)

- IQAC made complete efforts for continuation of online admission and further improvement in software according to requirement of institution.

- Special stress was given on research activities and motivation of faculty members to organize and participate maximally in workshop / conferences / faculty development programs by IQAC.

- **Students were motivated to participate in large number to give feed back regarding institution and encouraged to write maximally so that difficulties faced by them can be removed.**

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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
2. Special induction programs should be organized for all undergraduate streams to make the students aware about the basic things of the courses they are studying.	This plan could be achieved efficiently by placing facts that International Yoga Day, Tree plantation Drive, Pollution control and Polythene ban rally, Ekta Diwas celebration, Jan Jagrukta Mela, Swachhta Pakhwara Plogging was organized. Various industrial visits were organized for MBA, MCA, B.Voc. departments of college.
1. It was decided in the beginning of session that Students awareness programs, industrial visits and celebration of days will be extensively targeted in this academic session.	This plan could be achieved efficiently by placing facts that International Yoga Day, Tree plantation Drive, Pollution control and Polythene ban rally, Ekta Diwas celebration, Jan Jagrukta Mela, Swachhta Pakhwara Plogging was organized. Various industrial visits were organized for MBA, MCA, B.Voc. departments of college.
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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	2020
Date of Submission	30-Jan-2020
17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**Institution has online admission portal in which following module is included: 1) Students personal detail, academic detail, fees detail, parents detail. 2) SMS service to students and Parents. 3) Library Module. 4) Office module. 5) Statistical Interpretation of Students and Staff details. Above mentioned information can be obtained at a click of mouse.**

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

At the beginning of academic session staff meetings are held to evolve strategy to implement curriculum which is being planned at HP University level. Before these staff meetings all departments of institution conduct their own department meetings to discuss drawbacks or improvements if required in framing syllabi on the basis of feedback given by students of previous session. As senior members of staff from the college or nearby colleges act as member of Board of Studies of HP University, they are communicated these drawbacks / suggestions to make syllabi effective. All teachers plan their strategy to deliver curriculum in effective manner in terms of coverage of curriculum, remedial help to needy students, checking their depths of knowledge by oral and written class tests, mid term examinations etc.

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 !!!		
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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	**Arts**	**08/07/2019**
BSc	**Physical Science, Life Science**	**08/07/2019**
BCom	**Commerce**	**08/07/2019**
BCA	**Computer science**	**08/07/2019**
BBA	**Business Administration**	**08/07/2019**

BVoc	Vocational Courses	08/07/2019
MBA	Master in Bus. Adm.	08/07/2019
MCA	Computer Application	08/07/2019
MA	English	08/07/2019
MA	Political Science	08/07/2019

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

	Certificate	Diploma Course
Number of Students	0	0

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
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom		40
MBA		48
MCA		38
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
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

The Data was collected on eleven pre-decided parameters by asking the respondents to multiple choice questions. In these questions the respondents were asked to give choice on a scaling type of questionnaire containing options ranging from 1 to 5. After collection of the data from the respondent this data was complied statistically analyzed to get an average score for each of the parameters individually where ever required a net score for the concerned staff member. The results were tabulated individuals were informed personally by Head of Institution regarding their strengths and weakness so that the weak areas could be strengthened. In case of administrative or other sectors the complete report was prepared and submitted to the office of the principal for the necessary action. It has been decided that feedback system for next session will be made better on the basis of previous experience and format will be redesigned according to requirements of institution.

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
MCom	Commerce	40	40	40
MA	Political Science	36	36	36
MA	English	38	38	38
PGDCA		61	20	20
BBA		61	62	60
BCA		61	125	60
BSc		569	569	569
BA	Arts	429	429	429
BCom	Commerce	204	204	204
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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
2019	2833	175	34	0	11

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	Numberof smart classrooms	E-resources and techniques used
45	45	3	12	5	3
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)

Students mentoring system: In order to resolve day to day academic problems of the students, mentors are appointed for a batch of 60 students, and they will counsel the respective students once in month, to solve The problems come across during their course of study. This is a continuous process till the end of academic careerof the student. During the last semester of study, students are advised for higher studies along with propercareer guidance. Reasonable numbers of students have secured admissions for their higher studies and they in turn guide their juniors for their prospective admissions. Goal : The objectives of the practice followed by the Institute are : • To monitor the students regularity discipline • To enable the parents to know about theperformance regularity of their wards. • Improvement of teacher-student relationship. • Counselling students forsolving their problems and provide confidence to improve their quality of life. • Guiding students to choose rightcareer path for job, higher studies, Entrepreneurship, etc Practice: 1) The teacher takes students attendance

inevery class during the first five minutes and after the class enters the list of absentees in the Academic ActivityRegister (AAR) 2) If a student is absent for more than ten days continuously then HOD calls the parents of astudent, enquires the reason and advises them to take care of their ward. 3) The Mentors prepare theattendance of every student for each section and send the information to the parents of defaulters through properchannel. 4) The Parents/Guardians of poor attendee/performance students are called to meet the mentors andcorrective and preventive measures are implemented for further improvement. 5) Periodic meetings areconducted by the Principal with HODs to review the punctuality and regularity of the students. 6) Every studentparticipates in the events conducted in the college or other colleges with the prior permission of the concernedHOD. 7) Disciplinary Committee of the college promptly curbs the indiscipline in the campus. 8) AntiRaggingCommittee monitors the fresh students by frequently visiting the sensitive areas within the campus and outside thecampus. 9) Additional duty is assigned to the faculty members to monitor the fresher's from being affected byany sort of ragging in and around the campus. 10) PTA is formed every year to bridge the gap between teachersand wards. Regular meetings are scheduled during the session. 11) College has developed online admissionportal and through this portal administration send messages to Wards and students for important information likeentrance exams, examinations, competitions, seminars etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3008	45	1:67

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
50	45	5	0	18

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, international level	Designation	Name of the award, fellowship, received from Government or recognized 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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous Internal Evaluation at institute level: Continuous Internal Evaluation (CIE) and project work are the internal modes of assessment. The college being affiliated to Himachal Pradesh University, Shimla adheres to the syllabus prescribed by the University. An academic calendar clearly specifying the date/time of various academic events to take place during the academic session should be notified prior to the commencement of the academic session. Semester examinations are held as per HPU examination schedule at the semester end. The evaluation system, as adopted by the Institute, has two components, viz, 1. The Internal Assessment (IA) 2. The End Semester Examination (ESE) The

ratio of weightage is 20 in CIE and 80 in ESE for UG (for theory) and 30 in CIE and 70 in ESE for PG (for theory). For practical, it is 50 each for both UG and PG. For effective implementation of Continuous Internal Evaluation (CIE) system at the institutional level, the institute conducts one test per course per semester and performance based improvement test. The answer scripts are given back to the students after evaluation for their information, providing sufficient transparency and accountability. CIE marks are shown to students along with their answer scripts by the teacher concerned enabling them to have access to the evaluated answer scripts before the marks are forwarded to the examination section. It also promotes the student to participate in mini project demonstration, model exhibition, programming skill competitions, mega projects, technical paper presentation, workshop, and seminar. CIE Components also includes MCQs, Quiz competition, home assignments, Lab Exercises and Practical. The college encourages and guides students to participate in national level competitions organized by other Colleges and Universities. Students are encouraged to get involved in industry sponsored projects as a part of their curriculum in final year. The college gives facility to participate in competitive examinations and higher studies. Industrial visits are arranged for the students and students submit the visit report which is also evaluated for term work marks. For each program viz., UG, PG and Professional courses, suitable components are included in their CIE. The participation and performance of students in sports, NSS, and other extracurricular and cultural activates is also given weightage. The feedback system is provided to the students for giving the feedback on all fronts. The institute communicates progress report of their ward to the parents. It organizes parents and guardians meet to have a communication once in year.

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

The college formed an academic calender at the beginning of the session. The calender was designed as per the schedule of admisions and examinations given by the affiliating university. The instructions as given by the Department of Higher Education and state and central govts as received from time to time were kept in mind while designing the acedemic calender. The acedemic calender was followed while oraganising different activities in the college during this session. Though due to the pandemic COVID 19, the calender could not be followed after mid march 2020 in this session with regard to some activities.

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.hpuniv.ac.in/content/syllabus.php

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		202	63	31
	BCom		176	84	48
	BSc		354	66	19
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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)
No Data Entered/Not Applicable !!!

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
Any Other (Specify)	0	Nil	0	0
InternationalProjects	0	Nil	0	0
Students Research Projects (Other than compulsory by the University)	0	Nil	0	0
Projects sponsored by the University	0	Nil	0	0
Industry sponsored Projects	0	Nil	0	0
Interdisciplinary Projects	0	Nil	0	0
Minor Projects	0	Nil	0	0
Major Projects	0	Nil	0	0
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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
National Conference on Hazardous waste: Education, Research Management Strategies 2019	Chemistry	20/12/2019

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 !!!				
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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 !!!
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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	0

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)
National	Tour and Travel	1	0
National	Sociology	1	0
International	Sanskrit	2	0
International	Physics	8	0
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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
Mathematics	1
Physics	1
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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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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
Nil	Nil	0	2019	0	0	0
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	3	61	0	0

Presented papers	5	29	0	0
Resource persons	0	5	0	0
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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
Placement-cum-Internship drive for MCA 5th Sem Students	Oceanatech	2	54
Trending Data Science Technology – PYTHON	MCA Department Govt. College Una	2	54
RESONANCE-2019 for MCA Students	MCA Department Govt. College Una	10	98
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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
No Data Entered/Not Applicable !!!			
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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 activites	Number of students participated in such activites
National unity day celebration	Govt. College Una Collaboration NSS Unit of GC Una	National unity day celebration	2	72
FIT India Plogging run and campus cleaning	Govt. College Una Collaboration NSS Unit of GC Una	FIT India Plogging run and campus cleaning	2	117
International Peace day Rally and campus cleaning	Govt. College Una Collaboration NSS Unit of GC Una	International Peace day Rally and campus cleaning	2	145
FIT India Movement Launch	Govt. College Una	FIT India Movement Launch	2	84

and Pledge	Collaboration NSS Unit of GC Una	and Pledge		
SwachhtaPakhwaraPloggingOrganised	Govt. College Una Collaboration with 6 HP (I) Coy NCC UNA	SwachhtaPakhwaraPloggingOrganised	44	70
Jan Jagrukta Mela	6 HP (I) Coy NCC UNA	Jan Jagrukta Mela	80	505
Ekta Diwas Celebration	Govt. College Una Collaboration with 6 HP (I) Coy NCC UNA	Ekta Diwas Celebration	15	98
Pollution Control Ploythene Ban rally	Govt. College Una Collaboration with 6 HP (I) Coy NCC UNA	Pollution Control Ploythene Ban rally	5	70
Tree Plantation Drive	Govt. College Una Collaboration with 6 HP (I) Coy NCC UNA, NSS Unit of GC Una	Tree Plantation Drive	12	143
International Yoga Day	Govt. College Una Collaboration with 6 HP (I) Coy NCC UNA, NSS Unit of GC Una	International Yoga Day	42	134
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
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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
Industrial Training	WEB DEVELOPMENT	Oceana Tech , Chandigarh	15/01/2020	15/06/2020	02

		Project				
Industrial Training Project	WEB DEVELOPMENT	Nordia , Mohali	15/01/2020	15/06/2020	01
Industrial Training Project	WEB DEVELOPMENT	Jspider Training and Development Sharma ,Delhi	15/01/2020	15/06/2020	01
Industrial Training Project	WEB DEVELOPMENT	Excellence Technology , Mohali	15/01/2020	15/06/2020	02
Industrial Training Project	WEB DEVELOPMENT	Drish Info Tech. LTD. Chandigarh	15/01/2020	15/06/2020	03
Industrial Training Project	WEB DEVELOPMENT	Digihawks, Mohali	15/01/2020	15/06/2020	01
Industrial Training Project	WEB DEVELOPMENT	CS Soft Sulution ,Mohal	15/01/2020	15/06/2020	04
Industrial Training Project	WEB DEVELOPMENT	Coding Blocks, Delhi	15/01/2020	15/06/2020	01
Industrial Training ProjectIndustrial Training Project	WEB DEVELOPMENT	Cetpa Infotech Pvt.Ltd. Roorki	15/01/2020	15/06/2020	01
Industrial Training Project	WEB DEVELOPMENT	BTES IT Park ,Chandigarh	15/01/2020	15/06/2020	04

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 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
Think Next Solution	18/09/2019	Industrial Training, Workshops and Placement of Students	100

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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
0	23.52

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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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 patially)	Version	Year of automation
SOUL 2.0 Software	Partially	2.0	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13016	1929156	566	277187	13582	2206343
Reference Books	1030	200963	0	0	1030	200963
e-Books	80409	0	0	0	80409	0
Journals	33	0	0	0	33	0
e-Journals	3828	0	0	0	3828	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	3608	0	0	0	3608	0
Weeding (hard & soft)	0	0	0	0	0	0
Others(specify)	0	0	0	0	0	0

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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	231	8	0	8	0	8	8	50	0
Added	0	0	0	0	0	0	0	0	0
Total	231	8	0	8	0	8	8	50	0

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

<div align="center">

50 MBPS/ GBPS

</div>

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 academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
No Data Entered/Not Applicable !!!			

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)

Physical facilities: The maintenance and utilization of the College physical facilities is carried out by the College Physical Development Committee with the head of the institution (Principal) as the Convenor. For maintenance of a clean campus environment, grade IV staffs are assigned to various jobs and duties – cleaning of classrooms, corridors, faculty room, toilets, office, library, College compound etc are done on regular basis. Skilled workers are hired for repair works relating to buildings, furniture, etc. Library: The Library Advisory Committee headed by the Principal is constituted to look into the smooth and efficient functioning of the Library. It also tackles issues relating to library facilities. There is a librarian with supporting staff to help student and teaching faculties in searching and lending books in the library. There are 13582 Textbooks, 1,030 reference books, 80409 ebooks in the library. At the time of admission, students are issued digitized library cards which will be valid till their final semester. Internet facility is provided in the library and students can access the facility for availing eresources and other web based information. Photostat facility is also available in the library. These facilities can be availed on nominal payment with due permission from the librarian. The library is under cctv surveillance. Sports (indoor and outdoor): The college has an excellent record in the sports arena. This year our sports persons have performed exceptionally well in the InterCollege and InterUniversity championships. The college celebrated Annual Sports Day on 15th Feb, 2020. More than 200 athletes (men women) participated in 20 different events. Mr. Akshay Kumar and Priya both of B.A. 1st semester were declared best

athletes in their respective categories. The college successfully hosted the HP University Hockey Championship (Men) held w.e.f. 01 to 03 Nov. 2018 in which 18 teams of various colleges participated and our college won the championship. The College participated in 16 sports events in men's section and seven in women's section in HPU inter College championships. It is a matter of honour that our college scored 15 (highest) points in overall tally of HPU sports activities in men's section and became the overall champion. Special appreciation is due to Sh. Vinod Kumar, Assistant Professor of Physical Education for the tireless efforts he put in for the achievement of this feat. Ms. Usha Rani of this college won three Gold medals in all India InterUniversity Kabaddi Championship. In All India Khelo India Kabaddi Competition, in North Zone Kabaddi Championship.

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	1. From PTA Fund (to economically weaker students) 2. Refreshment for sports Person 3. TA/DA for sports person	69	452514
Financial Support from Other Sources			
a) National	h Post-Matric Scholarship scheme to SC Students (CSS) Post-Matric Scholarship scheme to ST Students (CSS Post-Matric Scholarship scheme to OBC Students (CSS Dr. Ambedkar Post- Matric Scholarship Scheme for Economically Backward Classes (CSS) Central	257	2859916
b)International	Nil	0	0
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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 implemetation	Number of students enrolled	Agencies involved
Computer Classes	20/12/2019	62	Mr. Arshpreet Singh Technical Computer Expert
Stress Management	14/12/2019	120	Sh. K. N. Das

	(motivational Speaker)
Personality Development	21/12/2019	80	Mr. Neeraj Sharma
Communication Skills	18/02/2020	60	Mr. Maish JP, Trainer

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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 passedin the comp. exam	Number of studentsp placed
2019	At College Level	15	0	15	3

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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
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
SEO, Satguru Technologies , Mohali		1			

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	6	BBA	BBA	Govt. PG College Una	MBA
2019	13	BA	English	Govt. PG College Una	MA English
2019	7	BA	Political Science	Govt. PG College Una	MA Political Science
2019	17	BCom	Commerce	Govt. PG College Una	MCom

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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
Any Other	3

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

Activity	Level	Number of Participants
An intra college level competition in several events, i. e. Debate, declamation, Rangoli, clay modeling, on the spot photography, poster making, folk dance, solo singing in classical music, light music, group singing, in Indian, and western songs,	College	150
HP Univ. Inter-College Hockey Tournament	University	100

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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
2020	Gold Medal	National	1	0	KAAA017F97	Usha Devi

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

The Central Students' Association was constituted as per guidelines issued by the H.P University Shimla. An oath-taking ceremony was organized for the office bearers , represented this time y all girls students. The council took active part in academic and extracurricular activities organized by the college during the session. Justifying the true spirit of its constitution, the office bearers were an active link between the students and administration in maintaining a democratic and disciplined campus environment. They were part of various clubs and societies like NCC, NSS, science club, Anti Drug Club, Anti Ragging Club, women cell, Equity cell, Alumni Association , College magazine and library committees etc. They also contributed significantly in organizing the activities of women cell and in generating awareness amongst the Girls students regarding their rights and duties in the present time. In addition to this the SCA members were a major stake holder in the activities organized by the college from time to time like Voters Awareness Programme, Swachh Bharat Abhiyan, Ek Bharat Shreshtha Bharat, Tree Planation, Yoga Day, Blood Donation etc. The CSCA members also attended meetings of various committee as and when called for and gave their vital suggestions which were always considered positively by the college administration and were included in the policy decisions meant for welfare of the college. Installation and successful

implementation of smart boards, smart classes, digital news board etc are an outcome of demands from the students under the leadership of student council. Some of the important developments proposed by CSA that are under completion process are Wi-Fi facility, Girls Hostel, an Auditorium etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Institution has a registered Alumni Association which has a Grand Golden Jubilee Celebration to its credit.The members of the association are actively contributing in terms of funds as well as suggesting measures to better the teaching-learning atmosphere in the campus. Their role as a liaison between the college and the society is also acknowledged. The OSA has been instrumental in motivating placement agencies /companies/institutions to college campus for the employment opportunities

5.4.2 – No. of enrolled Alumni:

30

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

4600

5.4.4 – Meetings/activities organized by Alumni Association :

02

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)

The college has an instrument for undertaking inclusive administration by designating authority and giving operational independence to all the different functionaries to progress in the direction of decentralized framework. The Principal delegates diverse scholarly and operational choices by arrangement of various Committees headed by the Principal so as to satisfy the vision and strategic the organization. All employees are given portrayal in different boards of trustees and are permitted to direct different projects to feature their capacities They are urged to create administration aptitudes by being accountable for different scholarly, co curricular and extracurricular exercises. For successful usage and improvement of the foundations following boards are framed: Advisory panel Helps in actualizing different exercises to take into account vision and crucial the establishments Discipline board Monitors discipline among the understudies and the personnel Library board of trustees Management of learning assets Adventure club To design and investigate new pursuits Student government assistance and grant board of trustees Planning , execution of understudies government assistance Academic action and interior tests Conduct of inner and college assessments CSCA warning Participation of the chamber in different school exercises Career direction and arrangement cell Training and situation exercises Tour and ventures council Organizing instructive visits and mechanical trainings Sports and Gymnasium Indoor and outside games exercises Cultural board of trustees Planning and executing social exercises for different Youth celebrations Canteen upkeep board Helps in keeping up food cleanliness for the understudies Time table council Formulating time the board of understudies and staff In control Rovers and Rangers Contribute in keeping up discipline UGC council Receiving reserves and assembling them for advanced education Hostel discipline board of trustees

Development of lodging to encourage understudies Electricity support and generator advisory group Management of viable power gracefully IQAC panel Builds reports to be submitted for AQAR to NAAC and helps the school in quality improvement Anti Ragging board of trustees Prevention and activity against ragging bodies of evidence Women cell Educating ladies against lewd behavior and expert learning Grievances and redressal cell Attending and redressal of understudies issues Magazine panel Publishing of school magazines Girls normal room council Facilitating young lady understudies NSS officials NSS exercises of the school Nodal officials RUSA finance the board and assessment results House designation board Facilitates convenience in the school grounds First guide Medical crises taken consideration off Campus advancement and beautification board Maintenance of school grounds NCC board of trustees NCC unit exercises Bus pass confirmation board Facilitating understudies originating from far away places Examination structure council Attestation of UG and PG understudies Internet working/Maintenance board Maintenance of learning assets Digital screen show cell Maintenance of learning assets Swachhataabhiyan board of trustees Development of clean condition Participative Management The organization advance the way of life of participative administration by including the staff ,understudies and PTA (Parents Teacher Association) in different exercises. All choices of the foundations are represented by the board of realities, data and destinations. The Principal, facilitators of different offices HODs and staff are include in characterizing the

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
Curriculum Development	As an affiliated institution we implement the curriculum designed by the H.P. University Shimla.Our college does not have any strategy for direct curriculum development as the curriculum in all the affiliated colleges of HP university Shimla is designed by the board of studies as per the UGC prescribed syllabus. Hence no changes can be made as per the discretion of the individual college.
Teaching and Learning	The college adopts an extensive strategic plan for improving the teaching and learning so that the students can come up to high standards of excellence. The advent of technology has given birth to the use of podiums and smart boards in various departments to enhance the learning skills. Periodically quiz, seminars are conducted in various departments to create confidence and proper investment of time and resources amongst the students.
Examination and Evaluation	The institution adopts various techniques to reveal the knowledge and

	information insights through the process of examination and evaluation. Our institution, in order to gather evidence of quality learning has a system of class tests, assignments and centralised internal examination and external examination conducted and managed by university but organised at the college level which can help evaluate the performance of the students at various periodic levels. The step wise examination system helps the students to prepare for its final annual exam so that their progress can be evaluated in a more defined manner.
Research and Development	1. The faculty members of the institution contribute to research in their respective subjects through research publications, 34 research papers were published by teachers of the college in various journals of national and international repute. Five members of the staff acted as resources persons at various conferences. 2. Two faculty members published /edited books in the subjects of mathematics and physics during the session under consideration. 3. The college hosted one national conference and conducted one FDP during this period.
Library, ICT and Physical Infrastructure / Instrumentation	? The college has an extensive central library which is well stocked with books and journals. There are ten computers in the library dedicated to e-reading and the college has subscribed to INFLIBNET for providing the latest material to teachers and students. ? The institution is very well equipped in the area of ICT there are around 245functional computers in various departments of the college. The institution has eleven electronic podiums and six new smart boards have been purchased this year for better delivery of knowledge to students. ? There separate laboratories for all sciences subjects including a computer laboratory for Bsc computer sciences students. There is a language laboratory for students of English and two laboratories for vocational courses are also available on campus. The self financing courses have their own laboratories. All laboratories are well stalked with required equipment and instruments.
Human Resource Management	The teachers help in the invigilation

	and evaluation process of examination. The non teaching staff members assist the sports teams for the various participations at college and university levels, teachers perform election duties and help in Swachh Bharat Abhiyan. NCC cadets help in afforestation drives in collaboration with the Forest department, rally on International Drug abuse, Human Trafficking Day and Yoga day.
Industry Interaction / Collaboration	Govt. College Una lays emphasis on the professional growth and development of its students and so time and again it encourages its faculty members to introduce its students with different industries for having a classified knowledge. The industrial visits during the session are as under: Name of Dept. Semester Industrial Visit/Training No. of Students No. of Days MCA 6th chandigarh, Mohali, Bikaner, Jaisalmer, Jodhpur, Jaipur 38 students 07 (30/10/2019 to 06/11/2019 MBA 4th Una to chandigarh, Bikaner, Jaisalmer, Jodhpur, Jaipur 40 students 07 (30/10/2019 to 06/11/2019 MBA 2nd Una to Baddi 57 students 11/02/2020 B VOC Ret. Mgt. IST Manali, Una and Shimla 35 01/06/2019 – 30/06/2019 B VOC Ret. Mgt. IIIRD Manali, Una and Shimla 38 01/06/2019 – 30/06/2019 B VOC Ret. Mgt. VTH Manali, Una and Shimla 24 01/06/2019 – 30/06/2019 B VOC Hopitality IST Chandigarh, Amritsar and Ludhiana 32 01/06/2019 – 30/06/2019 B VOC Hospitality IIRD Chandigarh, Amritsar and Ludhiana 32 01/06/2019 – 30/06/2019 B VOC Hospitality VTH Chandigarh, Amritsar and Ludhiana 08 01/06/2019 – 30/06/2019
Admission of Students	This college has instituted Online admission process for admitting the students since the past academic session and is continuing this practice successfully.

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

E-governace area	Details
Planning and Development	Since ours is a Govt. institution falling under the umbrella of RUSA, the grants are received from the Centre (RUSA) and State. All planning is done in a procedural manner as per the guidelines of the Govt. All payments are done through PFMS (Publicfinancial Management System) and information

	delivered through MIS. In addition to this the college advisory committee in its regular meetings plans, implements and supervises the schemes launched by the college under guidance of the government.
Administration	Govt. College Una is a public state owned college, its administrative control lies with Secretary Education at the Highest level, Director Higher Education andPrincipal at the ground level. Specific MIS is observed for effective management. All reporting and drafting from the different levels of Administration is done through E Governance. The maintenance of online service book of each employee is a continuous ongoing process
Finance and Accounts	All finances are maintained under E banking system and connected with Govt. funds. Funds for the growth and development of the institution are received from RUSA and State Govt. through Govt. treasury Ekosh
Student Admission and Support	All admissions are carried out through online mode. The college established a help desk which had teachers from the computer science departments for assisting and advising students for admission in through the online mode. The college provided free computer facility to students facing problems in getting proper access to computers and internet.
Examination	The college is affiliated under HP University, Hence follows the pattern of examination designed by HPU. The College conducts an internal evaluation system for every department to evaluate the students on the basis of attendance, seminar, presentations etc. and assign Internal assessment to each student. Centralized house examination is carried for internal assessment.Practicals are conducted by different departments as per the syllabus assigned by HPU. End semester and Annual Examination is conducted by the HPU and organised in the college

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	Name of the professional body for which membership	Amount of support

Year	NA	NA	NA	0
	support provided	fee is provided		
2019	NA	NA	NA	0

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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)
2019	National conference on hazardous waste management	NA	20/12/2019	21/12/2019	46	0
2020	FDP Open tutorial courses in collaboration with IIT Bombay	NA	15/05/2020	20/05/2020	200	0
			[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
National conference on RUSA	3	05/12/2019	05/12/2019	01
Refresher course in Library Sciences	1	21/02/2020	05/03/2020	14
Refresher course in Biosciences	1	18/12/2019	31/12/2019	14
FDP IN SPOKEN TUTORIAL ON Gchem Paint	1	15/05/2020	20/05/2020	06
FDP IN SPOKEN TUTORIAL ON Libreoffice suite writer	11	15/05/2020	20/05/2020	06
FDP IN SPOKEN TUTORIAL ON Apps on Physics	2	15/05/2020	20/05/2020	06

FDP IN SPOKEN TUTORIAL ON LaTex	27	15/05/2020	20/05/2020	06

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Various welfare measures launched from time to time are implemented in the institution for the teaching faculty. At the local level the administration is assisted by two active teacher unions. Faculty members have been provided accommodation in the college campus.	Various welfare measureslaunched by the government from time to time are implemented in the institution for the non -teaching faculty. The staff has been provided four staff quarters on campus.	The students central association is consulted in all matters pertaining to students and all decisions taken are made for their welfare and well being. Students are members of various committees formed in the institution for smooth conduct of various activities during the session.

6.4 – Financial Management and Resource Mobilization

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

The financial management of Govt. College Una is checked with the process of internal and external financial audits regularly. Committee checks are exercised duly by stock verification after which the college bursar checks the bills and then forwards it to the Principal for a further check. Local audits by chartered accountants, state audit and Central audit agencies also check the financial accuracies

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
NA	0	NA
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	Yes	HP Local Audit	Yes	Chartered

		Department		Accountant

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

1.Financial support – Grant in aid for welfare of students and campus beautification. 2. Development of PTA block, and construction of new toilet in the BCA block. 3. To employ teachers, help desk for the students clerk appointed and funded by PTA.

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

1.The number of support staff remains variable due to transfers and retirements the college makes stop gap arrangements as and when required at which ever level the requirement arises. 2. Government accommodation has been provided to some of the support staff on campus. 3. salary hike to the support staff of the self-financing departments is provided from the college funds periodically. 4. Staff members are sent on courses to enhance their capabilities in complete spectrum of their duties.(Ms. MeenaSoni, Librarian attended a refresher course in her subject)

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

1. Online admission system for all streams. 2. Wi- Fi campus. 3. MIS started in the institution.

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
2020	On line faculty development program in c ollaboration with open tutorial IIT Bombay	15/05/2020	15/05/2020	20/05/2020	200
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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
1)World Youth Skill Day(B.Voc)	15/07/2019	15/07/2019	178	14
2)International	21/09/2019	27/09/2019	165	23

Tourism Week(B.Voc)				
3)Awareness Programme on eve teasing, sexual harassment &gender equality	23/09/2019	28/09/2019	260	55

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

i) The college NSS unit organized a plantation cum environmental awareness camp for youth with a participation of 143 volunteers . ii) An International Peace Day Rally, campus cleaning activity and awareness campaign regarding water quality and water borne diseases were held in the institution to spread environmental conscious among students and the local community. iii)A National level conference on Hazardous Waste : Education, Research and Management Strategies[20- 21 December,2019] was hosted by the institution in which faculty members from different colleges put forward their views and researches on this important environmental problem.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Special skill development for differently abled students	No	0
Any other similar facility	No	0
Scribes for examination	Yes	2

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
2019	1	1	02/10/2019	01	Swach Bharat Abhiyan	Cleanliness drive in the college campus and nearby	140

| 2019 | 1 | 1 | 02/10/2019 | 01 | FIT India Plogging Run | To collect plastic and garbage while jogging by the students of NSS | 117 |
| 2019 | 1 | 1 | 15/11/2019 | 30 | Anti Drug Campaign By NSS | To create awareness in the society against drug abuse | 78 |

[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)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day [NSS]	21/06/2019	21/06/2019	134
International Peace Day [NSS]	21/09/2019	21/09/2019	145
Ek Bharat Shreshat Bharat	16/12/2019	16/12/2019	187
BloodDonation Camp[NSS]	27/12/2019	27/12/2019	164
Celebration of Matri Bhasha Divas under the theme of Ek Bharat Shreshat Bharat	20/02/2020	20/02/2020	134
NCC Yogdan Exercise	13/04/2020	16/04/2020	5

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

1]The college NSS team organized a plantation camp with a participation of 143 students.2]Number of dustbins were placed in several areas of the college to keep the campus clean.3]Awareness created by conducting National Level Conference on Hazardous Wastes :Education, Research and Management Strategies.4]Construction and repair of retaining walls at various junctions for the conservation of soil.5]Students of MBA Deptt organized a Pollution free Diwali Project ,where students designed ,manufactured and sold Diyas n candles. Two lectures were also organized by B.Voc Deptt. on Disaster Management.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

A) The institution has installed a Wi – Fi network for providing internet facilities to the students and faculty members covering the complete campus free of charge. Care was taken to allow access to only academic and relevant sites to prevent misuse of the facility. The activation of the system had to be deferred due to the COVID – 19 related lockdown and the system will be functional once normal activity is restored. B) Although the academic session this year was cut short by the COVID - 19 pandemic it has been the endeavor of the institution to provide opportunities to the faculty of the institution with all possible opportunities for promoting their skills and updating the knowledge of the faculty members through conferences, and seminars. This vision of the college management can be envisioned to be the best practice for this year. The institution has been able to host and successfully conduct one national conference on the topic National Hazardous waste: Education, Research Management Strategies. In addition to this the college organized an FDP in collaboration with IIT Bombay under the open tutorial programme in which a total of 200 faculty members participated from different institution not just in the state but from outside the state as well. The institution has planned another conference which had to be postponed due to the closure of all educational institutions under the instructions from higher authorities.In addition to this faculty members of the college presented 29 research papers at national seminars /conferences and attended 05 international conferences, while 05 faculty members acted as resource persons in different conferences. In all the institution has been able to provide a conducive environment for the promotion of research and related activities among the staff members this year.

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

7.3 – Institutional Distinctiveness

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

The institution has distinct advantages which make it an ideal candidate for becoming a nodal institution of the area academically and in sports. The institution is has a widespread area of 276 Kanals, which provides an ample spacious and lush green campus attracting the students from all over the district. The presence of a sports stadium and sports hostel also gives the students of the college end aspiring sportspersons scope to study and train simultaneously which is an advantage to the college and the young population of the surrounding area. It is no surprise that the college has won the trophy for the best preforming institution in sports in the state many times. The college also has the facility of Hostel for boys which enlarge the scope for students coming from the remote areas. The college has well equipped library, which encourages the competitive aspiring students to seek admission in the College. The institution has sufficient access via internet at numerable spots in various departments which helps the students to be more tech-savvy and information catching. At the undergraduate level a wide variety of courses are offered by the college, apart from the traditional courses there are many applied and job oriented courses available in the form of BBA,BCA,and B.VOC. The Deptt. of B.Voc gives training to the number of students in the field of Retail Management and Hospitality Tourism. This course has multiple exit plans, through which it facilitates the student : exit after 6 months- Certificate is awarded exit after 1 year- Diploma is awarded exit after 2 years- Advanced diploma is awarded After 3 years- Degree is awarded. This option eases the

students who want an immediate career after their studies or are unable to pursue their studies for a longer period of time. At the post – graduate level there are master's degree courses offered in the college in English, Political Science and in commerce. In addition to these traditional courses the college has AICTE approved MBA and MCA courses available for students wishing to take up the latest job oriented courses. The college organizes Management Fest, Placement Drives, Exhibition , Conferences which acts as a knowledge power house for the students. The institute motivates the young girls and boys to join the Defense Forces as they are embarked with the training. The institution is a study center for the distance and continuous learning courses offered by the IGNOU New Delhi. All this makes the institution a distinct place offering complete and comprehensive education under one umbrella for the youth of the area. It therefore justifies its place as the lead institution of the district and a complete educational institute. The institution has distinct advantages which make it an ideal candidate for becoming a nodal institution of the area academically and in sports. The institution is has a widespread area of 276 Kanals, which provides an ample spacious and lush green campus attracting the students from all over the district. The presence of a sports stadium

Provide the weblink of the institution
http://www.govtpgcollegeuna.in

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS FOR THE NEXT YEAR (2020 – 2021) The college IQAC cell in conjunction with the college administration has proposed the following development activities which will be undertaken for overall development of the institution in the year 2020 - 2021: 1. Efforts will be made to evolve the mechanism for online collection and analysis of feedback by students and other stakeholder. 2. Layout plan of different blocks in college will be made and affixed at appropriate places. 3. We are seriously thinking to start some new programs under NEP 2020 and try our best to implement from next session. 4. The Wi-Fi network installed in the college will be activated to its full capacity and free Wi Fi access will be made available to all the students and teachers of the college. 5. The IQAC will start collecting copies of all the certificates submittedby faculty members to the college office for inclusion into their service records after completion of refresher courses, orientation courses and other trainings from this year. 6. All the conveners of different activity committees constituted throughout the year will be asked to submit a copy of their activities to the IQAC cell and this shall be monitored by members of the activity cell. 7. It will be the endeavor of the institution to carry forward the tradition promotion of research activities among the faculty of the institution by hosting at least one national level conference this year as well. 8. Special stress will be given to sign MOU with different industries located at nearby places.