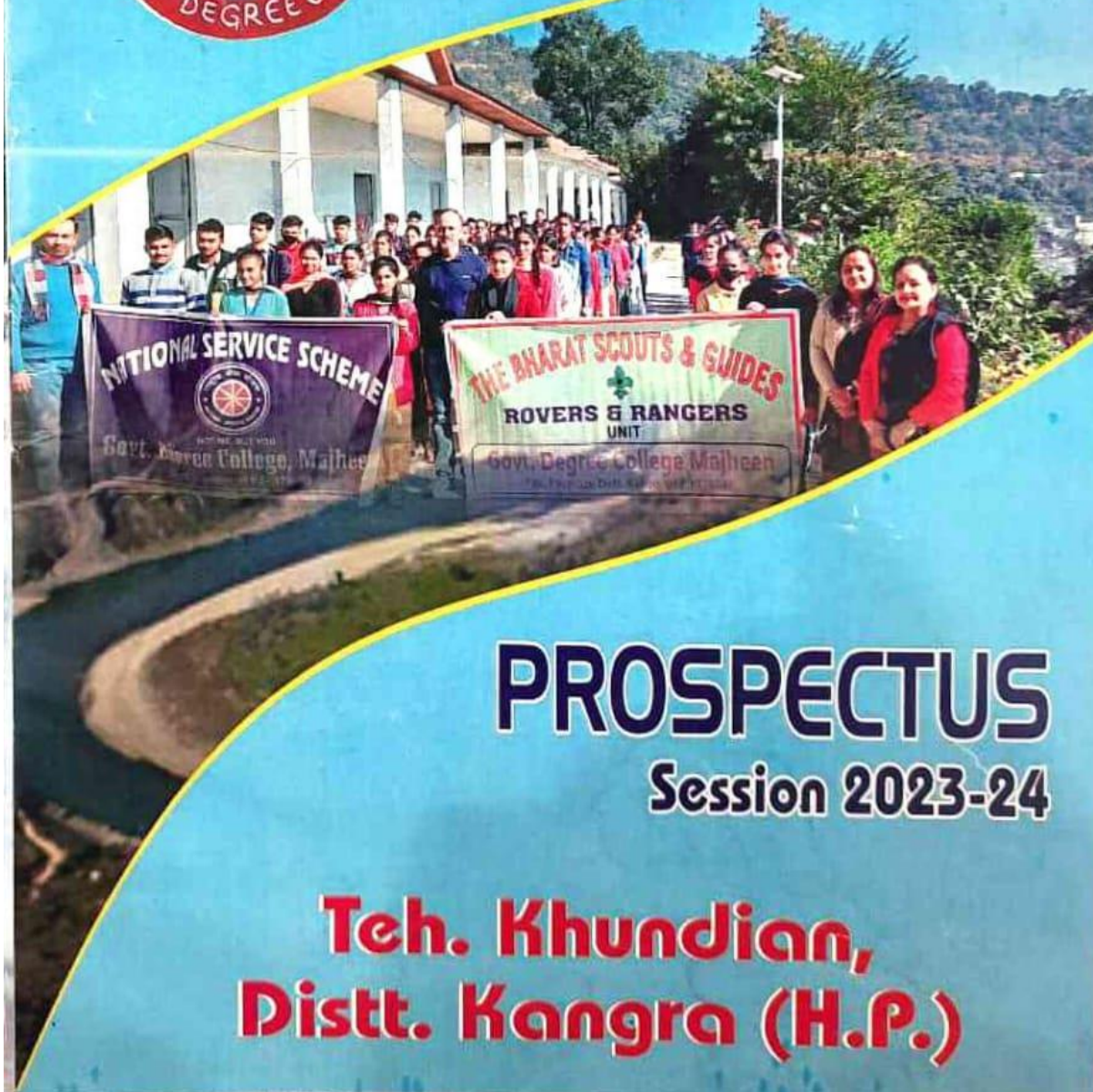


List of Annexures Chapter No.4

Sr. No	Topic
1	CIV-1: Prospectus & College Website: www.gcmajheen.in
2	CIV-2: Copy of IDP Document submitted to DHE
3	CIV-3: Formation of IQAC on 04/12/2023
4	CIV-4 Minutes of Meeting of IQAC dated 11/12/2023
5	CIV-5: Minutes of Meeting of IQAC dated 04/03/2024
6	CIV-6: Minutes of Review Meeting of IQAC dated 25/04/2023
7	CIV-7: Report of Staff Training Seminar with Photograph
8	CIV-8 Report of Regional Seminar
9	CIV-9: Statement of accounts
10	CIV-10: PTA Funds Utilization statement
11	CIV-11: Certificate from the office Supdt.
12	CIV-12: Photocopies of Grievance Redressal Register (4 Pages)
13	CIV-13: Notices, Activities and Report of Green Initiative of ECO Club and NSS (8 Pages)
14	CIV-14: Pictures of Washrooms & Building
15	CIV-15: Toilet Photographs
16	CIV-16: Photographs of Wending Machine
17	CIV-17: Permission from Panchayat Pradhan
18	CIV-18: Certificate of Office Supdt. in this regard. Record of the same is available in the office.
19	CIV-19: Certificate of Office Supdt. in this regard. Record of the same is available in the office.
20	CIV-20: Certificate of Office Supdt. in this regard. Record of the same is available in the office.
21	CIV-21: Photocopy of PTA body constitution
22	CIV-22: Report of parent's feedback (Feedback forms of the students can be checked in the office of the principal.)
23	CIV-23: Annual Report presented at Review Meeting with Education Secretary on 1st May, 2023

GOVT. DEGREE COLLEGE MAJHEEN



PROSPECTUS

Session 2023-24

**Teh. Khundian,
Distt. Kangra (H.P.)**

**GOVT DEGREE COLLEGE MAJHEEN
DISTRICT KANGRA H.P.**

Tel.No. 1970-278533, E-mail:principalgdcmajheen@gmail.com



Ref. No: EDN/GDC/MAJ/IDP/2023-2200

Date: 30/11/2023

Institutional Development Plan**A. About the College**

Approximately 10 & 20 km from the towns of Nadaun & Jawalaji, respectively, Govt. College Majheen is situated in the south-easternmost corner of district Kangra in an idyllic and picturesque setting of hilly terrain overlooking river Bias. Sparsely populated area of Majheen is inhabited mostly by poor and backward class people, employed as daily wagers, labourers, factory workers, drivers and workers at shops & dhabas in the towns of Nadaun and Jawalaji.

At the time of its inception in the year 2016, the institution was set up in an old primary school building. With the passage of time, the most of the part of dilapidated old building was declared non-liveable and therefore, dismantled. At the site of dismantled building, two class-rooms, a staff room and an office room were built with the financial assistance from DHE in 2020. Presently, the college is running from these two class rooms facing the site of on-going construction of an impressive college building. Faculty of 8 teachers is teaching 7 courses (English, Hindi, Political Science, History, Economics and Commerce) to 129 students out of which 114 are girl students.

B. Vision Mission of the College:

Evolution through education and striving toward excellence not only in cognition and learning outcomes, but also in ability to work together with others, critical approach, communication skills and meta cognition.

C. Broad objectives of the College:

- To provide higher education in rural area and make students informed and responsible citizens of tomorrow
- To create sufficient physical and ICT enabled modern infrastructure to fulfil our vision
- To follow the noble practices in pedagogy ensuring inclusion, equity and accessibility to all
- To foster student-centric learning environment and widen the horizon of their thought process
- To inculcate in students sense of brotherhood, values for human life and empathy

D. Immediate Institutional Challenges & Concerns

1. **Extremely low student enrolment:** This institution is faced with challenge to cater to higher education in an area with scanty population and low catchment with only two GSSS Schools as feeder schools resulting in very low student enrolment.
2. **Poor infrastructure facilities:** Simultaneously, only two teachers can take class in two rooms, which is not sufficient to engage 8 teachers teaching 7 subjects. Presently, the basic infrastructure for making library, IT lab, Seminar Hall, Girls Common Room, etc. is absent.
3. **Poor Institutional Image:** In the wake of huge infrastructural deficit, it is very challenging to build institutional image to attract students who prefer to take admission in nearby well established government colleges such as GC Nadaun (11 km) and GC Jawalamukhi (18 Km).
4. **Poor Internet connectivity:** Extremely poor internet facility makes execution of day to day official routine work (biometric attendance, accessing Emails of DHE and replying in time) very difficult. Also it becomes difficult to cater to student services such as online filling of internal assessment, university registration, scholarship scheme, etc.
5. **Financial Problems:** The institution is faced with financial problems owing to very poor generation of both external and internal resources due to extremely poor enrolment. Thin students' enrolment results in poor fee collection and PTA fund. In the wake of it, it becomes very difficult to support and fund extra co-curricular activities.
6. **Poor Educational Background of Students:** The students from poor and backward community are coming to the college with baggage of poor academic background, lack of communication skills and lack of clarity about career goals.
7. **Lack of Career Consciousness & Motivation:** Career concerns, peer pressure, parental pressure, socio-economic backwardness of the areas are some of the challenges that students face.

E. Immediate steps to overcome the challenges before beginning of next session in July 2024

1. Enhancement in student enrolment: We propose take the following steps to increase the enrolment by 55% (129 to 200) by the commencement of next academic session;

- Taking advantage of favorable teacher taught ratio, we are able to map students individually and make teaching-learning strategies, accordingly. We expect that this strategy will create strong teacher-taught bonds, align students with their respective goals, improve their academic performance and produce good result. With successful execution of this strategy, the happy & satisfied students will become our brand ambassadors to spread favorable word of mouth in the community which will definitely fetch us new enrolments.
- We shall to visit nearby schools in the month of December to conduct orientation programme for out-going twelfth students and know their aspirations through feedback form. The feedback will give us sufficient time before commencement of next academic session for course correction and go to them again and again.
- We shall approach transport authorities to add additional routes of buses to Vill Silh at college timings so that one more feeder school (GSSS Silh) could be added.
- We shall approach the very amiable community and public representatives in Majheen and its periphery and tell them about our readiness with new college infrastructure before the beginning of next academic session as one block of new building is most likely to be completed by then.
- The number of students in science stream in GSSS Majheen is showing increasing trend year after year and is presently 85 (43 in 10+1 & 42 in 10+2). The well-stocked laboratories along with all faculty position filled can fetch around 50 students each year which will roughly increase the enrolment by 150 after 3 years of starting science stream in the college.

2. Infrastructure Updation: We are in constant dialogue with contractor, PWD officials and local MLA to create sufficient urgency to complete and hand-over one block of the new building before the commencement of next academic session. Reasonably good pace of the construction work, proactive MLA and cooperative contractor are suggestive of the desirable outcome.

3. **Improvement in Institutional Image:** With infrastructure, partially, ready before the beginning of next academic session, good annual result coupled with good word of mouth advertisement by happy students would be sufficient to polish the image of the college.
4. **Improvement in Internet connectivity:** We are in constant touch with the BSNL officials to improve the connectivity in the area. Alternately, we are also contemplating to ask DHE for funds to install dedicated BSNL lease line if connectivity is not improved in next couple of months.
5. **Measures to improve Financial Problems:** The financial condition of the institution would improve in the future due to following means;
 - We are committed to increase student enrolment before the ensuing academic session which would accrue more internal funds in the form of Amalgamated Fund, Building Fund, PTA Fund, etc. for spending in the welfare of the students.
 - Directorate of Higher Education has promised to give financial assistance to support our extra co-curricular activities.
 - We are an institution belonging to focus district and therefore, expect to get funding for our proposals under PM-USHA scheme.
 - We shall make small need based proposals and approach district administration for financial support.
6. **Measures to tackle the Poor Educational Background of Students:** We shall take following steps to make for poor educational background of the students;
 - Creation of students support system through Mentor-mentee cell to monitor their mental and academic progress
 - Remedial Classes for slow learners
 - Certificate course on communication skills for the students
 - Facilitate scholarship schemes to the maximum students of poor and backward area
7. **Career Counselling & Motivation of students:** Following steps will be taken to motivate the students and spread career consciousness among them;
 - Frequent career counselling sessions to address the students' concern for their careers
 - Organizing motivational speeches to overcome peer & parental pressure besides

- More workshops/other programmes to update students, develop communication skills and boost their confidence

F. Strategic Plan (Next Five Years)

1. Academic Goals

- Adding vocational courses to increase student enrolment and create job avenues for the youth of rural area
- Starting Science streams from July 2025 after setting the construction of complete building and establishment of laboratories
- Increase in Student Enrolment from 129 to 450 in five years
- Encouraging and facilitating faculty to participate in FDPs, seminars, conferences and workshop to improve their skills and embrace modern pedagogic practices
- Introduce innovative methods to minimize the learning gaps of students
- Starting Department of Physical Education in the institution
- Creation of post of Assistant Professor in English, Environment and Physical Education
- Upgrade curriculum to facilitate implementation of NEP as per the direction of DHE

2. Administrative Goals

- Deployment/Recruitment of Non-teaching Staffs against the vacant post
- Upgradation of internet connectivity, networking and wireless network in college campus
- Automation of Administrative and Financial offices
- ICT enabled modern class rooms with audio visual facility and interactive boards
- Setting up Library and its Automation & Digitization
- Making best E-learning resources available to the students
- Green campus initiative
- College Website

3. Infrastructure Goals

- College Canteen with separate space for faculty

- Girls Common Room with toilet
- Separate room for Career and Counseling Cell
- Sick room facility
- Separate room for IQAC
- Music room with sufficient instruments
- Cultural Activity Hall
- Boundary Wall around the campus
- Stage with green rooms
- Impressive Entry Gate with security post
- Basketball, volleyball and badminton courts
- Gymnasium equipped with modern machines
- Proper disposal of the Waste Management
- Parking area for faculty and students

G. Problem of Big-Infra-Low-Enrolment Colleges

In recent years, there is growth of one special type of colleges in the state with disproportionately large infrastructure (physical as well as human resource) vis-à-vis extremely low student enrolment. If planning for such colleges is not done in time then they will become white elephants and continue to put undue financial burden, year after year, on the government exchequer. There is an urgent need to chalk out an affirmative action plan to address to this problem.

Case Study of GDC Majheen

Present Enrolment: 129

Expected Enrolment by the beginning of next session: 200

Maximum Enrolment Attainable: 500 in ideal situation (If science streams and few vocational courses are started in the college and all the students from feeder schools take admission in GDC Majheen).

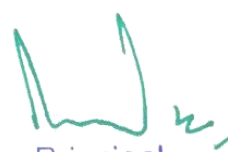
Status of Infrastructure: Presently, the college is running with two class rooms. However, the construction works of new impressive college building (Approximately, costing Rs 5 Crore) is in full swing and most likely, one building block (almost 60 % of the whole) will

be complete and handed over to the college by the beginning of next session in July 2024. This transition from meagre infrastructure to huge infrastructure (designed to accommodate thousands of students) would create imbalance of disproportionately large infrastructure & government resources catering to extremely low number of beneficiaries.

Probable Solution:

- The Department of Education is planning to implement NEP in the colleges of the state. In that event, some courses, for example, four year integrated BEd degree course should only be started, selectively, in such institution with big infrastructure and low enrolment. At the same time, this course should not be started in well- established nearby colleges, for atleast 5 years, to allow such institutions to stabilize & flourish. For example starting BEd course at Big-Infra-Low-Enrolment colleges such as GC Majheen, GC Khundian and GC Rakker and denying the same to well- established nearby colleges such as GC Nadaun, GC Jawalamukhi and GC Dhaliara, respectively, will probably divert the students and increase the enrolment at former ones. More such popular courses, like BEd course, can be identified and introduced, selectively, at such institutions for optimum utilization of government resources.
- Create necessary laboratory infrastructure to start science streams
- Start Vocational Courses

This Institutional Development Plan is presented, herewith, for your kind perusal and further directions, please.



Principal

Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

PRINCIPAL

Govt. Degree College
Majheen Distt. Kangra
(HP)

Meeting dated 04/12/2023

A staff meeting was held on 04/12/2023 at 11:00 AM in the office of principal under the chairmanship of Principal Dr. Chandan Bhardway. The main agenda of the meeting was to form the "Internal Quality Assurance Cell" of the college. The objective and working and formation of IQAC was explained in detail by the chairman to the staff members. After due discussion on the modalities of IQAC formation, the IQAC formation, the IQAC was formed as under;

- | | | |
|------|---------------------|-------------------------------------|
| i) | Mee. Baljeet Jamwal | Coordinator |
| ii) | Dr. Sarika | Member |
| iii) | Ms. Aarti Gupta | Member |
| iv) | Dr. Neelam Kumari | Secretary |
| v) | Ms. Mohini | Member |
| vi) | Mee. Sanjiv Vats | External Member,
Eminent Scholar |
| vii) | Mee. Sanjay Dhiman | External Member,
Eminent Citizen |

The following staff members were present in the meeting

- | | |
|----|----------------------|
| 1. | Prof. Baljeet Jamwal |
| 2. | Dr. Sarika |
| 3. | Prof. Muktamani |
| 4. | Dr. Sawan Kumar |
| 5. | Prof. Lucky |
| 6. | Prof. Mohini |

The meeting ended with vote of thanks to the Chairman.

Galaxy

Secretary
IQAC, GDC Majhean

DOMS

Principal
Govt. Degree College Majhean
Dist. Panchsagar, 176032
Principal cum Chairman
IQAC
GDC Majhean

Meeting dated 11/12/2023

The first meeting of IQAC was held on 11/12/2023 at 11:00 AM in the office of the principal, under the chairmanship of Principal Dr. Chandan Bhardwaj. At the outset, Principal-cum-Chairman welcomed all the members of newly constituted IQAC and apprised them of their role & responsibilities. Then the member secretary requested all the members to give suggestions for the immediate actions that are needed to be taken in the welfare of the college. After thorough discussion, the following decisions were taken;

1. It was decided to maintain activity register along with necessary documentary proof and geo-tag photographs of activity.
2. Considering the stage requirement for Annual Function and pressing need for creating activity space, it was decided to take appropriate action for widening and leveling of space near existing building.
3. Keeping in view the coaching of students for competitive examinations, it was decided that the teachers will prepare question bank and circulate among students in PDF form.

The following staff members were present in the meeting

1. Prof. Baljeet Jamwal
2. Dr. Saurabh
3. Prof. Mukhtamari
4. Dr. Sarwan Kumar
5. Prof. Lucky
6. Prof. Mohini

The meeting ended with vote of thanks to the Chairman.

Principal
Govt. Degree College Mayheeran
Distt. Kangra (H.P.) 170002

Deek
Secretary
GAC
GDC Mayheeran

Principal-cum chairman
GAC
GDC Mayheeran.

Meeting dated 04/03/2024

A meeting of IQAC was held on 04/03/2024 at 11:00 Am in the office of the principal, under the chairmanship of Principal Dr. Chandan Bhardwaj. In the beginning, Principal-cum chairman welcomed all the members IQAC followed by rolling out of agenda of the meeting by the secretary. Each agenda item was discussed thoroughly. Finally, the following decisions were taken by the members of IQAC Unanimously;

1. It was decided to organise a regional Seminar on 'Teachers Leadership & Student Engagement' in the month of April 2024.
2. Annual function will be organised in the 2nd week of March.
3. An appraisal of progress report to be presented in review meeting with Education Secretary in the month of April was done. The list of proposed double works for next academic session 2024-25 was also discussed.

The following staff members were present in the meeting;

1. Prof. Brijesh Kumar
2. Dr. Sneha
3. Ms. Anshu Gupta
4. Ms. Muktamani
5. Dr. Saurabh Kumar
6. Mr. Lucky
7. Ms. Mohini

The meeting ended with vote of thanks to the chairman.

Secretary
IQAC
GSDC Majheer

Principal-cum Chairman
IQAC
GSDC Majheer

Review Meeting Dated 25/04/24

An annual review meeting of IQAC was held on dated 25/04/2024 at 2:00PM in the office of principal under the chairmanship of Dr. Chandan Bharedwaj Principal WDC Mayheer. In the beginning the principal cum chairman welcomed all the members IQAC. The secretary described points of previous meeting and further explained the agendas of present meeting which are as follows;

1. Review of student outcomes in Academic, Co-curricular, Extra-curricular and Extension activities.
2. Evaluation of action taken in the previous session.
3. Action plan for the next academic session

These points are explained below:-

- Academic Activities: students' performance in house examination test, assignments and projects^{work} were discussed.
- Co-curricular Activities: Evaluation of students' engagement in seminars, webinars, presentation and other academic events were discussed by concerned teachers.
- Extra-curricular Activities: Review of student participation in sports, arts and cultural events was done. Evaluation of teamwork, leadership and creativity among students was made.
- Extension Activities: Assessment of students' involvement in community services, awareness drives and outreach programs. Discussions on the impact of these activities on students' social responsibility, were conducted.




Outcomes Observed -

- Improved student's performance in house examination, Supplement examination
- Improved sense of Community responsibility and social skills through National Service scheme, Road safety club and Anti Drug Campaign etc.
- Enhanced student Confidence, Communication skills, team work and creativity through participation in various Curricular & extra curricular activities which were organised in college and by university.
- Enhanced student interest in volunteer work through extracurricular activities like NSS seven days camp, adoption of village plantation drive


Action Points for Next Academic Session, 2024-25

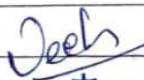
- More & more Co-curricular activities, Extra-curricular Activities will be organised in the college.
- Mentor-mentee groups formation, remedial classes, presentation assignments will be included in the course of action.
- Students of near by schools will be persuaded to take admission in GISC Moyheen. Involvement of concerned teachers & PTA members will be ensured to strengthen the number of students' enrollment for session 2024-25.
- Students will be encouraged to join online free skill based courses from Skill India.
- Skill development programs will be organised to enhance employability among students.

The following staff members were presented in the meeting.

1. Ms. Anurag Gupta 
2. Ms. Muktamani 
3. Mr. Lucky 

The meeting ended with vote of thanks to the chairman.


Principal
Govt. Degree College Majheer
Distt. Kangra (H.P.) 176032


Secretary
IQAC
CUDC Majheer

Principal cum Chairman
IQAC
CUDC Majheer



Govt. Degree College Majheen
District Kangra(HP)
Govt. Degree College Maiheen



DATED:
19/02/2024

Report

Staff Training Program: "How to Prepare for NAAC Accreditation"

Date: 19th February 2024
Venue: College Seminar Hall
Facilitator: Dr. Chandan Bhardwaj, Principal

A staff training program on "How to Prepare for NAAC Accreditation" was conducted on 17th February 2024 under the guidance of the college Principal, Dr. Chandan Bhardwaj. The program aimed to familiarize faculty members with the National Assessment and Accreditation Council (NAAC) accreditation process and to outline the preparatory steps necessary to ensure a successful evaluation.



Key Highlights

Dr. Chandan Bhardwaj began by expounding on various fundamental aspects of NAAC accreditation. He emphasized the importance of institutional accreditation in ensuring quality in higher education and enhancing the credibility of the college. Dr. Bhardwaj outlined the objectives of the NAAC, explaining how its evaluation framework promotes accountability, transparency, and quality enhancement in colleges.

Overview of NAAC Criteria

Dr. Bhardwaj then introduced the different criteria that NAAC uses to assess institutions. He provided detailed insights into each of the following criteria:

- 1. Curricular Aspects:** How effectively the institution designs, delivers, and updates its curriculum.
- 2. Teaching-Learning and Evaluation:** The focus on quality teaching practices, evaluation processes, and student feedback mechanisms.
- 3. Research, Innovations, and Extensions:** Promotion of research culture, collaborations, and community-oriented activities.
- 4. Infrastructure and Learning Resources:** Availability of adequate resources and infrastructure to support educational goals.
- 5. Student Support and Progression:** Efforts toward student welfare, academic progression, and career development.
- 6. Governance, Leadership, and Management:** The institution's approach to effective governance and strategic leadership.
- 7. Institutional Values and Best Practices:** Emphasis on fostering values, ethics, and sustainable practices.

Role of IQAC in NAAC Preparation

A significant portion of the session focused on the role of the Internal Quality Assurance Cell (IQAC) in preparing the institution for NAAC accreditation. Dr. Bhardwaj detailed how the IQAC functions as the core of quality assurance and enhancement within the institution. He discussed the responsibilities of the IQAC, including:

1. Collecting and analyzing institutional data to prepare the Self-Study Report (SSR).
2. Implementing quality improvement initiatives across all institutional functions.
3. Coordinating with faculty and administrative staff to maintain records and compile necessary documentation.

4. Regularly monitoring progress and aligning institutional practices with NAAC standards.

Interactive Session and Q&A

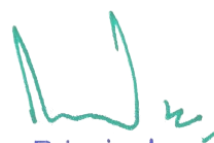
The session concluded with an interactive Q&A, where faculty members raised queries about documentation practices, evidence collection, and quality metrics. Dr. Bhardwaj addressed each question, providing actionable insights and strategies for overcoming common challenges in NAAC preparation.

Conclusion

The staff training program provided a comprehensive understanding of the NAAC accreditation process and the preparatory steps involved. Dr. Bhardwaj's insights were invaluable, and his guidance motivated faculty members to actively contribute to the accreditation journey. The program concluded on a positive note, with a shared commitment to quality enhancement and institutional growth.



Prepared by: Dr Neelam Kumari
Designation: IQAC Coordinator & AP (Commerce)



Principal
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

Principal
GDC Majheen



Govt. Degree College Majheen District Kangra (HP)

Tel.No. 01970-278533, Email: principaldgcmajheen@gmail.com



One Day Regional Seminar on “Teacher Leadership and Student Engagement”

Date: 30th April, 2024

A one-day regional seminar on Teacher Leadership and Student Engagement was held on 30th April 2024 at GDC Majheen, Teh Khundian, Distt Kangra under the leadership of Principal Dr. Chandan Bhardwaj. The seminar welcomed principals and teachers from various colleges, with Dr. Gopal Midha as the chief guest and keynote speaker.



One Day Regional Seminar

Topic: “Teacher Leadership & Student Engagement”

Date: 30th April, 2024

Resource Person

“Renowned Education Leadership Trainer”

Dr Gopal Midha

M.B.A. IIM Lucknow
M.Ed. University of Massachusetts (USA)
Ph.D. University of Virginia (USA)

Organized by
Govt. College Majheen Teh. Khundian & Distt. Kangra (HP)

The event began at 10:00 AM with a formal welcome to Dr. Midha, followed by an introduction by Aarti Gupta, who highlighted Dr. Midha’s accomplishments as an education leader and leadership trainer.

Session 1: Student Engagement (10:30 AM - 11:30 AM)

Dr. Midha's first session, aimed at students, focused on the importance of leadership. He delivered a simple yet powerful talk, emphasizing that leadership qualities can be developed through small actions in daily life. The session was interactive, with Dr. Midha sharing personal experiences and encouraging students to reflect on their leadership potential.

Following a tea break, an activity session began at 11:45 AM, where students were divided into groups with selected leaders to complete engaging tasks. This hands-on approach helped students understand the value of leadership in a practical, enjoyable manner.



Session 2: Teacher Leadership (2:00 PM - 4:30 PM)

The post-lunch session for teachers began with a case study on Self Determination Theory and Motivation, followed by study material on leadership. At 2:30 PM, Dr. Midha's lecture explored the different aspects of leadership such as innovation, motivation, communication, empathy, and



Problem-solving. He encouraged teachers to nurture these qualities in themselves and their students. An activity session followed at 3:30 PM, where teachers shared their thoughts on leadership in both personal and professional contexts. Dr. Midha highlighted the importance of seeing the "Big Picture," building relationships, and the multifaceted role of a teacher as a guide, mentor, and motivator.

Valedictory Ceremony (4:30 PM)

The seminar concluded with a vote of thanks by Prof. Baljeet Jamwal, expressing gratitude to Dr. Midha for his valuable insights. Principal Dr. Chandan Bhardwaj presented a memento to the chief guest. The seminar was attended by a number of distinguished faculty members and participants.

This seminar successfully enhanced the understanding of leadership and engagement for both teachers and students, offering practical lessons and meaningful discussions.



Principal
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

Principal
GDC Majheen



Govt. Degree College Majheen
District Kangra(HP)
 Tel.No. 01970-278533, Email: principalgdcmajheen@gmail.com



Management of Institution Funds (FY 2023-24)

Sr. No.	Name of funds	Opening balance as on 01/04/2023	Income 01/04/2023 to 31/03/2024	Expenditure 01/04/2023 to 31/03/2024	% of Funds Utilized	Closing balance as on 31/03/2024	Remarks
1	Amalgamated Fund	197086.78	98551	130975	66.45%	164662.78	Income from interest rupees 8284- is included in income
2	Building Fund	75707.50	26195	24463	32.31%	77439.50	Income from interest rupees 2245- is included in income
3	PTA Fund	168006.50	95213	83397	49.63%	179822.50	Income from interest rupees 5113- is included in income


 Superintendent-G-II


 Principal
 GDC Majheen
 Govt. Degree College Majheen
 Distt. Kangra (H.P.) 176032

Annexure CIV-10



Govt. Degree College Majheen District Kangra(HP)

Tel.No. 01970-278533, Email: principalgdcmajheen@gmail.com



PTA Funds utilization for the welfare of students

Sr. No	Date	Activities	Expenditure (Rs.)	Remarks
1	10.10.2023	HPU Youth Festival Group -II	20916	Held at G.C. Rampur w.e.f. 14.10.2023 to 17.10.2023
2	04.12.2023	HPU Youth Festival Group -III	2500	Held at GC Nadaun w.e.f. 21.11.2023 to 23.11.2023
3	12.03.2024	Annual Function	10000	12.03.2024
4	03.04.2024	Refreshment for Students	10663	12.03.2024

Rajesh Kumar
PTA President

Mubtasham
PTA Secretary

[Signature]
Principal
GDC Majheen
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032



Govt. Degree College Majheen
District Kangra(HP)

Tel.No. 01970-278533, Email: principalgdemajheen@gmail.com



Certificate Regarding Settlement of Bills/Advances

It is certified that settlement of bills/advances within a specified time frame during FY

2023-2024 (01/04/2023 to 31/03/2024)

Superintendent-G-II

Principal
Govt. Degree College Majheen
District Kangra (HP)
176032
Kangra HP

Meeting

Page - 02

06-08-2023

A meeting of students grievances Redressal and Appellate committee was held on dated 06-08-2023 under the chairmanship of Dr. Chandan Bhardwaj Principal GDC Maykeon at 12 P.M.

Prof. Mukta Mani, convenor of student grievances Redressal and Appellate committee directed all the committee members to give redressal of students grievances.

The following members were presented in the meeting

1. Prof. Mukta Mani convenor
2. Dr. Sarwan Kumar Member
3. Dr. Neelam Kumari Member
4. Prof. Mohini Member
5. Prof. Lucky Member

Mukta Mani

D. Sarwan Kumar

Dr. Neelam Kumari

Prof. Mohini

Prof. Lucky

Mukta Mani

convenor

Student grievances Redressal
and Appellate Committee

Principal
GDC Maykeon
Govt. Degree College
Maykeon

छात्र शिकायत निवारण समिति

छात्र शिकायत निवारण समिति की प्रथम बैठक दिनांक 08-08-23 को 12 p.m. बजे प्रो. मुक्तामणि की अध्यक्षता में हुई। इस बैठक में विद्यार्थी परिषद द्वारा विद्यार्थियों की कुछ समस्याओं से 'छात्र शिकायत निवारण समिति' को अवगत करवाया गया। कमिटी के संयोजक ने बच्चों को आश्वासित किया कि वह शीघ्र-अतिशीघ्र इन समस्याओं का निवारण करने का प्रयास करेंगे।

1. सैनिटरी नैपकिन बॉन्डिंग मशीन तथा insineration जोकि ताले से बन्द है, उसे खोला जाय।
2. Girls toilet की उचित सफाई का प्रबन्ध लिया जाय।
3. Girls toilet की कुडी (bolt) repair करवाया जाय ताकि छत्ताओं को कोई असुविधा न हो।
4. Boys toilet की सफाई का प्रबन्ध लिया जाय।
5. Water cooler की repair करवाई जाय।

Principal
 Convener
 Student grievances
 Redressal and Appellate
 Committee

Principal
 Principal
 Govt. Degree College, Kangra
 Distt. Kangra (H.P.) 176032

सेवा में
प्राचार्य महोदय,
राजकीय महाविद्यालय,
सहस्रग

विषय: महाविद्यालय के सांस्कृतिक गतिविधियों के लिए स्थान विस्तार हेतु
महोदय,

सविनय निवेदन यह है कि मैं वीक्षा सचिव केन्द्रीय छात्र परिषद आपका ध्यान छात्र-हित से जुड़े एक विशेष विषय की ओर दिलाना चाहती हूँ। महोदय जैसा कि विदित है कि महाविद्यालय के छात्र/छात्राएँ महाविद्यालय की विभिन्न गतिविधियों में सक्रिय रूप से भाग लेते हैं। वर्तमान में हमारे महाविद्यालय के होने वाली शैक्षणिक, सांस्कृतिक और खेलकूद गतिविधियों के लिए उपयुक्त स्थान की कमी के कारण छात्रों को कोठरों का प्रयोग करना पड़ रहा है। इसलिए हम सभी छात्रागण महाविद्यालय प्रशासन से यह निम्न अनुरोध करते हैं कि महाविद्यालय परिसर में गतिविधियों के आयोजन के लिए स्थान का विस्तार किया जाए। इससे न केवल शैक्षणिक विकास होगा बल्कि छात्रों के सर्वांगीण विकास में भी सहायता मिलेगी। हमें आशा है कि आप इस महत्वपूर्ण आवश्यकता को समझते हुए इस निम्न प्रस्ताव से उचित कदम उठाएंगे।
आपकी कृपा के लिए हम सदा आभारी रहेंगे।
धन्यवाद सहित

वीक्षा
सचिव (केन्द्रीय छात्र परिषद)
राजकीय महाविद्यालय
सहस्रग

Anushika
Meenakshi
Anjali
Asha
Samriddha
Riya Devi
Anita Kumari
Shobhna
Pallavi

Sachin
Sweta
Archana
Anjali
Mamta Kumari
Suvita Kumari
Manju Kumari
Neha Kumari
Rohit Kumari

Prityansha
Kishakha
Bhiksha Kumari
Neha Kaundal
Ankita
Isha Devi
Rishi
Payal

Payal Shrivastava
Kajal Nancey
Sakshi Anushika
Sakshi Neha Devi
Khushi Divyanshi Kaundal
Ruchika Komal
Rajesh Kumar Reeta
Gaurav Ishu Pant
Divya Rew Bala
Anshika Kumari

To

The Principal
CADC Mayheen
Kangra

Subject:- Regarding repair of staff room ceiling.

Respected Sir

It is humbly submitted that there is an urgent need for the repair of staff room ceiling. It has developed several cracks and signs of wear & tear which have raised concerns about the safety. In order to maintain a safe & conducive environment for the staff, I may kindly request that immediate action may be taken to repair the ceiling.

Your prompt response in addressing this issue will be highly appreciated.

Thanking You.

Yours sincerely

Staff Secretary

Dr. Neelam Kumari

CADC Mayheen, Kangra

Dated:-

Staff members:-

1. Prof. Balyeet Jinnal
2. Dr. Saeed
3. Prof. Aarti Gupta
4. Prof. Mukta Mani
5. Dr. Sarwan Kumar
6. Prof. Lucky
7. Prof. Pinki



Govt. Degree College Majheen
District Kangra(HP)

Tel.No. 01970-278533, Email: principalgdcmajheen@gmail.com



Dated 6/11/2023

Notice

This is to inform all the staff members and students of GDC Majheen that our college **is** taking an important step towards Environmental Sustainability by initiating a Plastic Free Campus Campaign. The use of plastic products especially single use plastic has an adverse impact on environment and as a responsible citizen it is our duty to reduce plastic waste. Therefore you all are directed to abstain from single use plastic. If anyone found guilty a fine of Rs. 100 will be charged from him.

Principal
GDC Majheen
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032



Govt. Degree College Majheen District Kangra(HP)

Tel.No. 01970-278533, Email: principalgdcmajheen@gmail.com



Dated 22/07/2023

Notice

This is to inform all the staff members and students of GDC Majheen that our college ~~is~~ taking an important step towards Environmental Sustainability by initiating a Plastic Free Campus Campaign. The use of plastic products especially single use plastic has an adverse impact on environment and as a responsible citizen it is our duty to reduce plastic waste. Therefore you all are directed to abstain from single use plastic. If anyone found guilty a fine of Rs. 100 will be charged from him.

Principal
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032
Principal
GDC Majheen
Kangra HP



Govt. Degree College Majheen

District Kangra (HP)

Tel.No. 01970-278533, Email: principaldgcmajheen@gmail.com



Dated: 2nd June 2024

NOTICE

World Environment Day

All the students are being informed that our college is organizing an online event including poster making, slogan writing and a pic while planting a sapling. Interested students can send their photos on my whatsapp number before 01.00pm on 5th June 2024.

For more details, contact the undersigned.

Aarti Gupta (A.P.)

Principal

Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

Principal

GDC Majheen

A REPORT

World Environment Day

World Environment Day was celebrated in Government Degree College Majheen, Tehsil Khundian District Kangra (H.P.) on 5th June 2024. It was celebrated under the able guidance of Principal Dr. Chandan Bhardwaj.

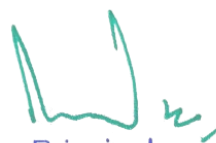


It was an online event. The participants shared pictures of their posters and slogans. Some of them planted saplings with a commitment to nurture them. It was an effort to make them realize the

value and role of nature in our life and their responsibility to keep their area enriched with plants for Clean Earth, Green Earth.



Convener



Principal

Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

Principal

Govt Degree College Mayheon

Notice

A tree for the future

11th Aug 2023

Sajal	
Date :	/ / 20
Page :	

All the students of government Degree College Mayheon are informed that Eco club is starting the campaign 'A tree for the future' to promote environmental conservation. This club started a campaign which will be initiated by Prof. Baljeet Tamwal Sir on 12th Aug 2023 at 12 P.M. by planting a sapling in college campus. Each student of eco-club will plant at least one sapling. All participants will share their photographs with the undersigned today.

~~Plubh~~

Convener

Eco club

Principal

Govt. Degree College Mayheon
Distt. Kangra (H.P.) 176002



**GOVT DEGREE COLLEGE MAJHEEN
DISTRICT KANGRA H.P.**

Tel.No. 1970-278533, E-mail:principalgdcmajheen@gmail.com



Principal

Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

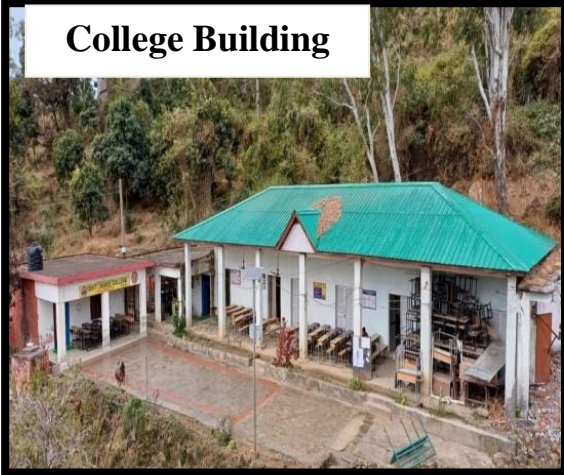


Convener

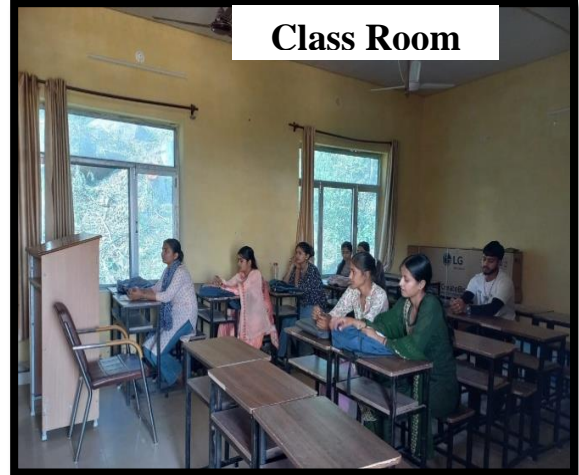
Principal
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032

Principal

College Building



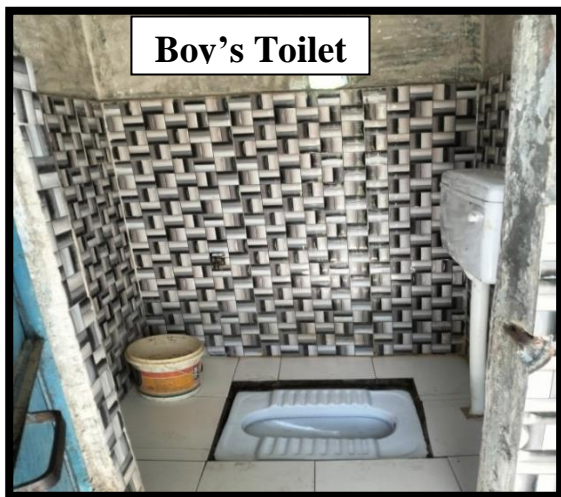
Class Room



Wash Rooms



Annexure CIV-15







कार्यालय पंचायत सामुदायिक केन्द्र मझीण

विकास खण्ड देहरा तह0 खुण्डियां, जिला कांगड़ा (हि0प्र0)

आज दिनांक.....को पंचायत सामुदायिक केन्द्र मझीण की मासिक

बैठक प्रधान/उप-प्रधान श्री.....जी की अध्यक्षता में सम्पन्न हुई, उपस्थिति

.....रही, जिसमें निम्नलिखित कार्यवाही अमल में लाई गई।

नकल प्रस्ताव संख्या.....

दिनांक 20/11/2019

विषय :

प्रमाणित किया जाता है कि राजकीय महाविद्यालय मझीण के विद्यार्थी सांस्कृतिक गतिविधियों तथा अन्य कार्यक्रमों की तैयारी करने के लिए सामुदायिक केन्द्र मझीण का प्रयोग कर सकते हैं। क्योंकि राजकीय महाविद्यालय मझीण का भवन निर्माण धीरे धीरे है।



हस्ताक्षर Hemlets

दिनांक



**Govt. Degree College Majheen
District Kangra (HP)**

Tel.No. 01970-278533, Email: principaldgcmajheen@gmail.com




DATED: 15/06/2024

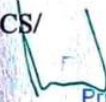
Certificate

This is to certify that all the service books of employees in the department have been thoroughly checked and are properly updated. All necessary entries, including increments, promotions, transfer, leaves and other relevant information, have been duly recorded as per the prescribed guidelines and are up to date.

Office Superintendent


R. S. Sawch

CS/



Principal
Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032



Govt. Degree College Majheen
District Kangra (HP)

Tel.No. 01970-278533, Email: principaldgcmajheen@gmail.com



DATED: 15/06/2024

Certificate

This is to certify that all Annual Confidential Reports (ACRs) of employees have been prepared and submitted on time, as per the stipulated guidelines. The records indicate compliance with the deadlines set for ACR submission, ensuring smooth processing and evaluation.

Office Superintendent


R.S. Sawch

CS/

Principal
Govt. Degree College Majh
Distt. Kangra (H.P.) 176032



Govt. Degree College Majheen
District Kangra (HP)
Tel.No. 01970-278533, Email: principaldgcmajheen@gmail.com




DATED: 15/06/2024

Certificate

This is to certify that all official records, including Cash Books, Stock Registers, Fund Registers, Leave Records, Fine Fund records and other related documents, have been properly maintained and are up to date. All entries have been accurately recorded and verified in accordance with the established procedures and organizational guidelines.

Office Superintendent


R. S. Sawoch

CS/ 
Principal
Govt. Degree College Majh
Distt. Kangra (H.P.) 176031

Annexure CIV-21

Date: 16.09.2023

PTA Body Election 2023-24

A general house meeting was called to constitute the PTA body for the session 2023-24 in the Govt. College Majheer under the chairmanship of Dr. Chandan Bhardwaj Principal at 12.30 pm in the office of the principal. Sh. Suresh Kumar, president (PTA) 2022-23 dissolved the PTA 2022-23 and election for PTA 2023-24 was held under the supervision of Mr. Suresh Kumar, Asst. Prof. History (Presiding officer) of the election. The house unanimously elected the PTA body for the session 2023-24

Parent Teacher Association 2023-24

S. N.	Name	Post	Cont. No.	Student Name	Class	Roll No.	Signature
1	Sh. Rajesh kumar	President	9459750402	Priksha	BA 2 nd		Rajesh Kumar
2	Smt. Sonu Devi	Vice President	78766-98	Payal	BA 1 st		Smt. Sonu Devi
3	Sh. Moti Ram	Joint Secretary	88946-19981	Divyanshi	BA 1 st		Moti Ram
4	Prof. Mukta Mani	Secretary					Prof. Mukta Mani
5	Sh. Jagdish Chand	Treasurer	8826307680	Ritika	BA 3 rd		Sh. Jagdish Chand
6	Sh. Rajeev kumar	Member		Diya	BA 1 st		Sh. Rajeev kumar
7	Smt. Kavita	Member	9817242331	Deeksha	BA 2 nd		Smt. Kavita
8	Miss. Ritika	Member	9805805091	Priyanka	BA 2 nd		Miss. Ritika
9	Smt. Sunita devi	Member	8894200731	Anushika	BA 2 nd		Smt. Sunita devi

Secretary, PTA
Govt. College Majheer,
Distt. Kangra (H.P.)

Principal
Govt. Degree College Majheer
Distt. Kangra (H.P.)

President, PTA
Govt. College Majheer,
Distt. Kangra (H.P.)

Principal
Govt. Degree College Majheer
Distt. Kangra (H.P.)

Date: 10/10/2023
Page: 49

A PTA meeting was held on dated 10-10-2023 at 12 P.M. under the chairmanship of Principal Sir Dr. Chandan Bhardwaj

It was decided unanimously that maximum amount Rs. 25000/- may be withdrawn for per event related to inter college cultural and sports activities for the welfare of the students.

Rajesh Kumar
President PTA
Govt. College Majheer,
Distt. Kangra (H.P.)

Principal
Govt. Degree College Majheer
Distt. Kangra (H.P.)



Govt. Degree College Majheen
District Kangra (HP)

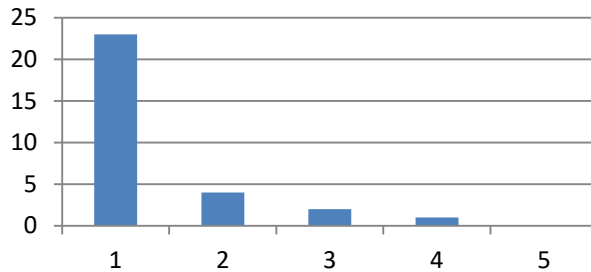
Tel.No. 01970-278533, Email: principalgcmajheen@gmail.com



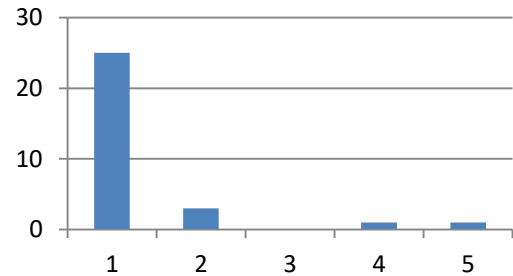
Govt. Degree College Majheen
Internal Quality Assurance Cell (IQAC)
Session 2023-24
Stake Holders Feedback Form Analysis Report

S.N.	Particulars	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Total
1	Getting admission in this college is matter of pride	23	4	2	1	0	30
2	The admission process is fair and accurate	25	3	0	1	1	30
3	The institute information is accessible to all	22	4	2	1	1	30
4	The discipline in the college is good	28	2	0	0	0	30
5	My ward is improving his/her knowledge base	21	8	0	1	0	30
6	I see positive change in my ward after joining institution	27	3	0	0	0	30
7	The curriculum is well designed and updated	18	4	3	3	2	30
8	Employability is the main focus of curriculum	10	5	2	6	7	30
9	The curriculum promote learning experience	20	6	1	2	1	30
10	Examination results are declared in time	15	10	0	3	2	30
11	Teaching standards are very high	14	11	0	3	2	30
12	Teachers are well qualified and effective	28	2	0	0	0	30
13	The college staff is very cooperative	23	7	0	0	0	30
14	The changes introduced in recent times are progressive	15	12	2	1	0	30

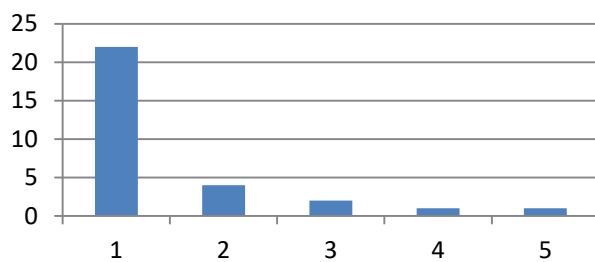
1. Getting admission in this college is matter of pride



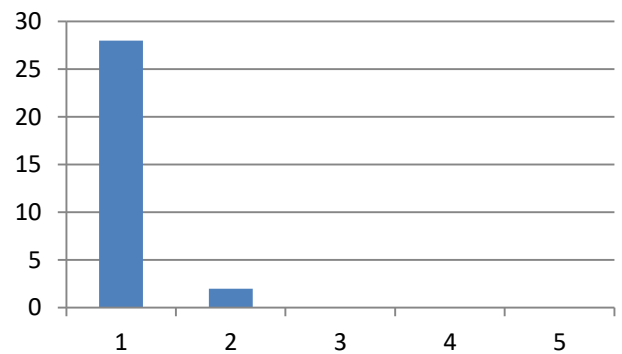
2. The admission process is fair and accurate



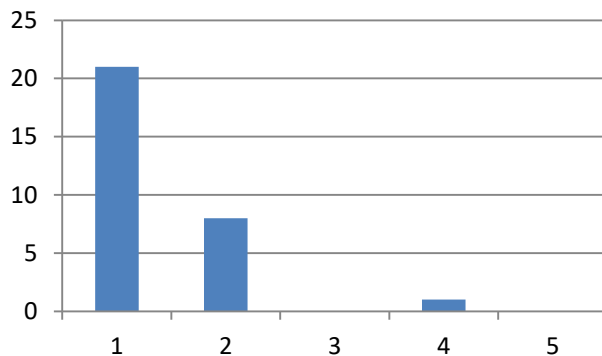
3. The institute information is accessible to all



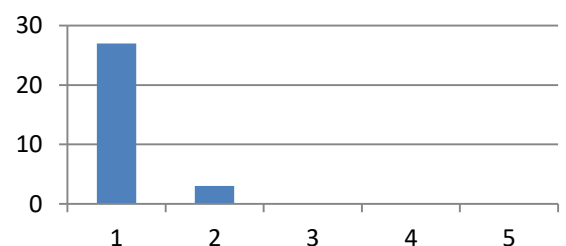
4. The discipline in the college is good



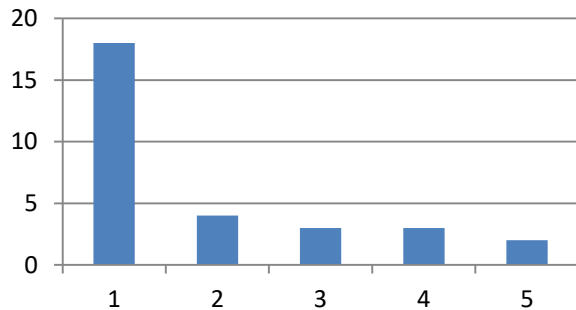
5. My ward is improving his/her knowledge base



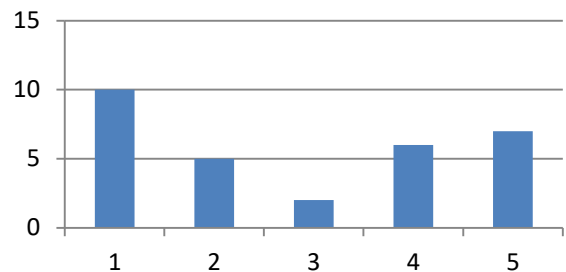
6. I see positive change in my ward after joining institution



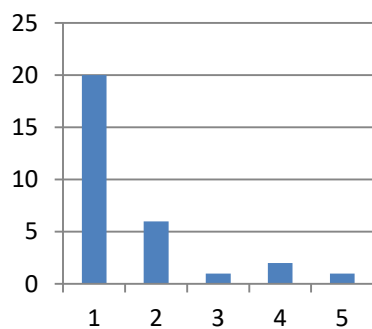
7. The curriculum is well designed and updated



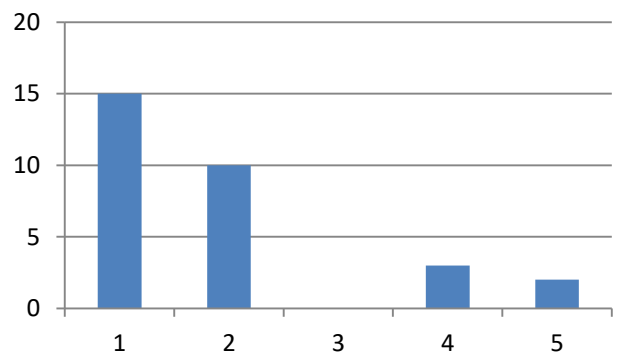
8. Employability is the main focus of curriculum



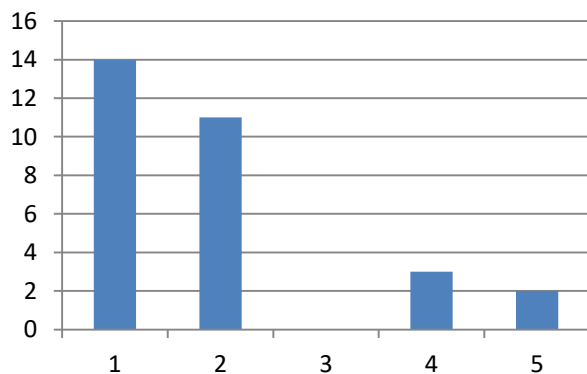
9. The curriculum promote learning experience



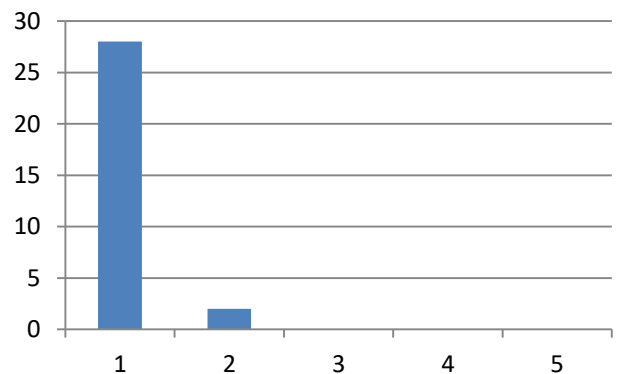
10. Examination results are declared in time



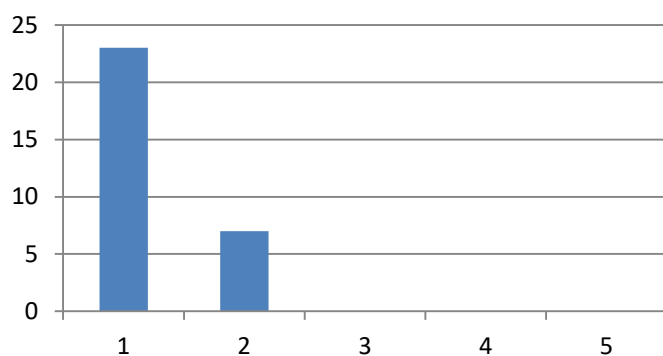
11. Teaching standards are very high



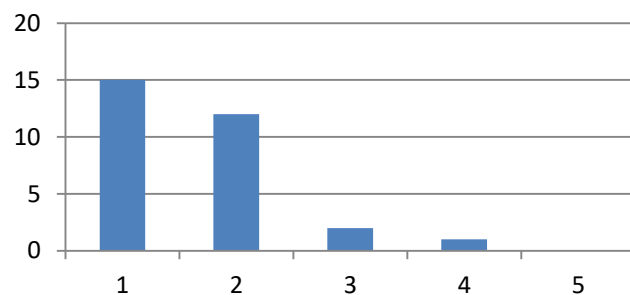
12. Teachers are well qualified and effective



13. The college staff is very cooperative



14. The changes introduced in recent times are progressive



Principal

Govt. Degree College Majheen

Distt. Kangra (H.P.) 176032

Principal

GDC Majheen



Govt. Degree College Majheen **District Kangra (HP)**

Tel.No. 01970-27533, Email: principaldgcmajheen@gmail.com



REF: EDN-GDC-MJN/2024-25/NAAC/2324

DATED: 15/06/2024

Report on Key Performing Indicators for NAAC

1. IQAC formation and detail of the meetings

- The IQAC was formed on 04/12/2023.
- **Minutes of 1st Meeting Dated 11/12/2023**
 - a. Role of IQAC was explained to the members
 - b. Action for widening & leveling of activity space
 - c. Guidelines to maintain activity registers
 - d. Instructions to prepare Question Bank for competitive exams
- **Minutes of 2nd Meeting dated 04/03/2024**
 - a. Beautification of campus
 - b. Planning for Enrolment Drive in GSS Schools in the vicinity
 - c. Proposal for organizing “One Day Regional Seminar”
 - d. Action for Soling & Tiling of Varanda outside classrooms
 - e. Designing and making Website of college online before 31st July 2024

2. Composition of Career Guidance & Counseling Cell and activities conducted under it

- 08/08/2023: An awareness program on “Importance of Saving & Opportunity in Banking” by Mr Yashpal and Mr Manoj from SBI
- 09/09/2023: Lecture on Goal Setting by Dr Chandan Bhardwaj
- 07/11/2024: Mentor-Mentee Groups were formed to identify individual's goals and inclinations for provided effective and specialized guidance
- 25/09/2023: Lecture on “Communication Skills” by Prof Aarti Gupta
- 14/12/2024: Workshop on “How to face Interviews” by Staff of GC Majheen
- 18/03/2024: Mr Ravi Kumar from Baddi University gave lecture on “How to prepare for MBA entrance test & other competitive exams

3. Status of institution website

5

Under Process and will become operational by 31st July, 2024

4. Detail of Remedial Classes

Yes, conducted under mentor-mentee program

5. Coaching for competitive exams

- Faculty members prepared question bank for competitive examination booklet of 70 pages and distributed e-booklet among all the students
- Compulsory class-wise Quiz test was conducted from the questions given in the booklet

6. Placement drive and detail of placement of the students in last five years

Nil

7. Departmental/Activity register

Yes, Maintained

8. Alumni Association, Composition, Registration and its contribution

Under Process

9. Collaboration and MOUs with HEIs and Industry

Exploring ways and means to collaborate with industry

10. New value added/skill based short term course started by the college

“L’Oreal India” has consented to conduct Beautician Courses for girls from next session

11. Initiative taken with community/whether adopted any village (Activities performed)

- Conducted cleanliness drive on 10/12/2023 in Majheen Town market with community participation
- Students of NSS Conducted SVEEP Activities from 02/04/2024 to 22/04/2024 in the peripheral villages with community participation

12. Regular submission of AQAR (mandatory for old NAAC accredited colleges)

Not eligible due to non-availability of college building

13. Feedback system of college, its documentation

Under Process

14. Detail of workshop/conference/FDPs, its proceeding/geo-tag photographs

One Day Regional Seminar on “Teacher Leadership & Student engagement” was conducted on 30/04/2024 under the mentorship of Dr Gopal Midha, PhD University of Virginia USA.

15. Detail of students clubs and activities performed documentation

- NSS: Activity Sheet attached as **Annexure I**
- Road Safety Club: Activity Sheet attached as **Annexure II**
- Red Ribon Club: **a.** Lecture on “Prevention of Tuberculosis” on 11/09/2023
b. Poster-Making & Lecture on “Anemia” on 09/12/2023
- Misc. Activities Activity Sheet Attached as **Annexure III**
- Lecture Series Program **a. Sh Sanjeev Vats**, a Cambridge University Scholar and former UN Diplomat, shared valuable life lessons with students on 25/11/2023
b. Prof Prakash Thakur, a renowned Hindi language scholar, mesmerized audience with his oratorical skills and vast domain of knowledge on 12/12/2023.
c. Dr Amarjit Attri, a renowned Sociologist & Principal, GC Tissa, expounded on various social issues on 27/12/2023

16. Initiative taken for clean green campus

- 06/09/2023: Campus Cleanliness Drive
- 01/10/2023: Collection of plastic and waste material in the vicinity of college campus
-

17. Initiative taken for drug abuse/ cyber-crime, etc.

- 16/09/2023: A workshop was conducted by Dr. Chandan Bhardwaj on “Prevention & Drug De-addiction”
- 23/09/2023: Poster Making Competition on Drug Abuse
- 08/09/2023: Lecture on Drug Abuse was delivered by Dr Chandan Bhardwaj at GSSS Majheen
- 29/12/2023: Lecture on “Cyber Crime” by Mr Yashpal, Manager, SBI Majheen

18. Transparency mechanism of the college

- Purchase through GEM
- RTI Committee ensures timely reply of RTI related matters
- Internal Assessment is shared with the students.
- Mid-Term Manuscripts are shown to students.



Principal

Govt. Degree College Majheen
Distt. Kangra (H.P.) 176032