

Self-assessment Report



Govt. Degree College Majheen
Tehsil Khundian, District Kangra (HP)

2024-25

Self-Assessment Report

Govt. Degree College Majheen
Khundian, Distt. Kangra (HP)

1. Teaching Learning (Score 140)

| Sr. No . | Activity | Distribution of Scores | Activity Claimed | Claimed Score /Total Score | Evidence Attached |
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| 1. | <p>Mode of teaching Click Here</p> | <p>i. Lecture method only = 6</p> <p>ii. Technology based teaching only = 6 (6+6=12)</p> <p>Or</p> <p>Blended teaching = 12</p> <p>iii. Flipped Classroom = 8</p> <p>iv. As per need of different groups of students = 5</p> | <p>i. Teachers do make good use of lecture method(6)</p> <p>ii. ICT resources available in the institution are being utilized optimally(6)</p> <p>iii. Flipped Classroom environment is created up to some extent(8)</p> <p>iv. Remedial classes and mentor-mentee program ensure diverse needs of students (5)</p> | 25/25 | <p>i. CI-1: Classroom Pics showing different mode of teaching</p> <p>ii. Refer to CI-1</p> <p>iii. Refer to CI-1</p> <p>iv. Reports of Remedial classes and mentor-mentee program ensuing sections</p> |

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| <p>2.</p> | <p>Curriculum Planning and Implementation: Click Here</p> <p>i. Teaching schedule =10</p> <p>ii. Whether learning outcomes defined = 5</p> <p>iii. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visits) =16</p> <p>iv. Internal assessment mechanism (quizzes, class test, presentation, assignments, MTT etc) (Max. 8)</p> <p>v. Prompt communication of assessment /results to students = 6</p> | <p>i. Followed 100% = 10 80-99% = 8 60-79% = 6 Up to 59% = 4</p> <p>ii. 100% = 5 80-99% = 4 60-79% = 3 Up to 59% = 2</p> <p>iii. 4.0 x No. of enrichment practices observed = 16</p> <p>iv. Followed by All the Departments =8 Above 80% = 6 0-79% = 4 Up to 59% = 2</p> <p>v. Within 7 Days = 6 8-14 Days =3 More than 14 Days = Nil</p> | <p>i. 100%. Teaching Schedule notified by the Govt. is followed to 100 % extent.(10)</p> <p>ii. 100%. The learning outcomes (Program Outcomes, Course Specific Outcomes and Course outcomes) are duly defined subject-wise which serve as road map for the teachers. (5)</p> <p>iii. a.A survey on Tuberculosis awareness conducted Department of English b. Participation in YUVA Sangam Phase-5 at Hyderabad 28/12/2024 to 05/01/2025 b.An Educational Tour to Dharmshala 23/01/2025 c. An Educational Tour to Kangra Fort 13/02/2025(16)</p> <p>iv. Internal Assessment mechanism are followed by all the departments (8)</p> <p>v. The communication of assessment and results is communicated to the students within 7 days (6)</p> | <p align="center">45/45</p> | <p>i. CI-2: Govt. Notification of Teaching Schedule CI-3: Time Table of the college</p> <p>ii. CI-4: Learning Outcomes subject wise</p> <p>iii. CI-5: Survey Report CI-6: Report of Hyderabad Tour CI-7: Report of Dharmshala Tour CI-8: Report of Kangra Fort Tour</p> <p>v. CI-9: Notices & Office Orders regarding internal Assessments, MTT etc.</p> <p>v. Refer to CI-9 CI-10: Notice of Declaration of Annual Result, Refer to Website</p> |
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| | <i>(e.g. displayed on college website/ notice board/class groups/submitted to COE)</i> | | | | |
| 3. | Add-on Courses/ Certificate Courses: i. No. of courses (to be specified separately) ii. % of students benefitted (% of students completed MOOCs spoken Tutorial/NPTEL/Other courses offered by recognized organisations) | i. No. of courses >5 and student benefitted >50% =10+10 ii. No. of courses >3 and student benefitted 41-50% =7.5+7.5 iii. No. of courses <3 and student benefitted 31-40% =5+5 iv. No. of courses <3 and student benefitted up to 30% =2.5+2.5 | Nil | 0/20 | Nil |
| 4. | Student Feedback (taken from students with 80% attendance) Click Here i. Sample size ii. Students satisfaction | i. >25% = 05; 20-25%=4;15-19=3; 10-14%=2; <10%=1 ii. 91-100%=10; 81-90%=8; 71-80%=6; 61-70%=4; less than 61%-= 0 iii. Considered and | i. >25%. The feedback was collected from more than 40 out of 108 students. (5) ii. 91-100%(10) | 25/25 | i. CI-11: Students feedback forms and Teacher-wise Reports ii. Refer to CI-11 iii. CI-12: Action Taken |

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| | iii. Action on feedback | action taken on doables 81-100% =10; 61-80%=8; 51-60%=6; 41-50%=4 | iii. 81-100%(10) | | Report |
| 5. | Examination Results: Click Here i. % of Students Passed ii. % of students with A Grade and Above iii. No. Of Students in University Merit | i. > 81% =9; 71-80%=8; 61-70%=7; 51-60%=6; 41-50%=4; 31-40%=3; <30%=0 ii. > 20% with A grade and above =8; 16-20%=7; 11-15%=6; 6-10%=5; 1-5%=4 iii. HPU /SPU merit list 1 st - 3 rd position=8; 4 th -10 th position = 6 | i. > 81%. (9) ii. > 20% (8) iii. HPU Merit Holders in BA 1st year result DivyashiRana: 1 st Position in University Tamanna: 7 th Position Neha: 10 th Position (8) | 25/25 | i. CI-13: Detail of result duly verified by the office and university positions ii. Refer to CI-13 iii. Refer to CI-13 |

2. Student Support, Services and Progression (Score 280)

| Sr. No. | Activity | Distribution of Scores | Activity (Score Claimed) | Claimed Score /Total Score | Evidence Attached |
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| <p>1.</p> | <p>Pre and Post Admission Counselling: Click Here</p> <p>i. Admission schedule, courses available, student intake, eligibility conditions communicated through various media</p> <p>ii. Pre-admission counselling</p> <p>iii. Student oriented about: Institutions, Students facilities, Library, Introductory session with faculty and staff, Academic calendar, requirements of credits per course and CCA and other requirements post admission</p> | <p>i. Publicity through any 3 means = 5; Publicity through any 2 means = 3; Publicity through any 1 means = 2</p> <p>ii. Yes = 10 No = 0</p> <p>iii. Post admission counselling/Induction = 10</p> | <p>i. Publicity through three means: Visit to nearby GSSS, Telephonic contact with students, Notice board and Prospectus(5)</p> <p>ii. Yes. Visit to nearby GSSS, Telephonic contact with students (10)</p> <p>iii. Post-admission counselling and induction training was conducted 09/08/2024(10)</p> | <p align="center">25/25</p> | <p>i. CII-1:Prospectus, Notices,etc.</p> <p>ii. CII-2:Pre-admission counselling documents</p> <p>iii. CII-3: Post-admission counselling documents</p> |
| <p>2.</p> | <p>Scholarships: Click Here</p> <p>i. Awareness about different Scholarships Schemes and 100% coverage of all eligible students</p> <p>ii. Scholarships other than Government Schemes</p> | <p>i. =5</p> <p>ii. =5</p> | <p>i. Scholarship Awareness Campaign was conducted on 26/09/2023. All the eligible candidate were covered under scholarship schemes(5)</p> <p>ii. Nil</p> | <p align="center">5/10</p> | <p>i. CII-4: Notice, & counselling photograph. CII-5:List of verified scholarship recipient</p> <p>ii. Nil</p> |

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| <p>3.</p> | <p>Sports and Cultural activities: Click Here</p> <p>i. % of students participating in sports activities</p> <p>ii. % of students participating in cultural activities</p> <p>iii. Medal/Trophy won in Sports/Cultural activities a. National/Inter University b. State/Inter college c. District level (also includes cluster level)</p> | <p>i. >20% =10 16-20% = 6 11-15% =2</p> <p>ii. >20% =10 16-20% = 6 11-15% =2</p> <p>iii.</p> <p>a. 12 b. 10 c. 6</p> | <p>i. More than 60 % students participated in athletic meet organized on 20/12/2024(10)</p> <p>ii. >50% students participated in the cultural activities duringHindi Pakhwara, Youth Festival, Rasrang (CSCA Function)& Annual function (10)</p> <p>iii. Nil</p> | <p align="center">20/32</p> | <p>i. CII-6: Annual Athletic Meet Photographs&News cutting of the same</p> <p>CII-7: List of Participants in the various games</p> <p>ii. CII-8:Hindi Pakhwara CH-9: Youth Festivals CII-10: Rasrang CII-11: Annual Function Cultural Activities</p> <p>iii. Nil</p> |
| <p>4.</p> | <p>Students Participating in NSS/NCC/Rangers & Rovers/Clubs: Click Here</p> | <p>i. NSS = 4</p> <p>ii. NCC = 4</p> <p>iii. Rangers & Rovers =</p> | <p>i. Ten regular activities were done by NSSvolunteers apart from 7-days NSS Camp (4)</p> <p>ii. Nil</p> | <p align="center">16/20</p> | <p>i. CII-12:Activities Report along with list of activities, Photographs and news cuttings</p> <p>ii. Nil</p> <p>iii. CII-13:Activity Report with photographs & news</p> |

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| | | 4 iv. Road Safety = 4 v. Red Ribbon/Eco/Youth Red Cross/any other club/society = 4 | iii. Rovers & Rangers unit was formed and activities were done (4) iv. Eleven activities were done under the aegis of Road Safety Club(4) v. Activities were done under aegis of Red-Ribbon and Eco-club (4) | | cuttings iv. CII-14: Activity Report with photographs & news cuttings v. CII-15: Activity Report with photographs & news cuttings |
| 5. | NSS/NCC/Rangers & Rovers: participating in i. National camps /RD Parade ii. State camps/ Parade iii. Award won in these activities a) National b) State c) Cluster level | i. 10 ii. 7 (either of i or ii) iii. a) 8 b) 5 c) 3 | i. Nil ii. Nil iii. Nil | 0/18 | i. Nil. ii. Nil iii. Nil |
| 6. | Anti-Drug Awareness Programmes: <u>Click Here</u> i. No. of awareness programmes organized | i. 4 and above = 4; 3=3; 2=2, 1=1 | i. a. Awareness Lecture on “Causes of Drug Abuse” 17 th August 2024 b. Essay Writing Competition on Drug Abuse 24/08/2024 c. Awareness Lecture on “HIV AIDS & Drug Abuse in GSSS Majheen on | 10/10 | i. a. CII-16 Report with pics and news cuttings b. CII-17 Report with pics and news cuttings c. CII-18 Report with pics and news cuttings |

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| | <p>ii. % of students benefitted</p> <p>iii. Counselling of suspected addicts</p> | <p>ii. More than 50%= 4</p> <p>iii. 2</p> | <p align="center">31/08/2024</p> <p>d. Online Pledge to say “No to Drugs” 22/11/2024</p> <p>e. Awareness Lecture on 21/12/2024 (4)</p> <p>ii. More than 50 % students were benefitted (4)</p> <p>iii. The need for the counselling didn’t arise as no addict was found or reported (2)</p> | | <p>d. CII-19 Report with online screen shots</p> <p>e. CII-20: Report with pics and news cuttings</p> <p>ii. Refer to CII-16to CII-20for signature sheets of participants</p> <p>iii. Nil</p> |
| <p>7.</p> | <p>Gender Equity: Click Here</p> <p>i. No. of health/sensitization programmes organised</p> | <p>i. 3 and above= 3; 2=2; 1=1</p> | <p>i. a.Awareness Lecture on “Sexual Harassment of Women” for new students02/08/2024</p> <p>b.Poster-making & Slogan Writing Competition on Gender Equality”10/08/2024</p> <p>c.Awareness Lecture on Importance of Nutrition to Girl Students on 13/09/2024</p> <p>d. Awareness Lecture on POSCO on 20/09/2024</p> <p>e. Gender Champion Activity on 15/02/2025 &22/02/2025 (3)</p> | <p align="center">10/10</p> | <p>i. a. CII-21: Report,Notices, photographs, signature sheets & news</p> <p>b. CII-22: Report with notice, signature sheets & photographs</p> <p>c. CII-23: Report with notice and photographs</p> <p>d. CII-24: Report with notice, photographs & signature sheets</p> <p>e. CII-25: Report with notice and photograph</p> |

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| | <p>ii. % of students benefitted</p> <p>iii. Women anti sexual harassment committee constituted as per norms</p> <p>iv. Grievances Redressal as per timeline</p> | <p>ii. More than 20%= 3; 11-20=2</p> <p>iii. Yes =2</p> <p>iv. Yes = 2</p> | <p>ii. More than 20 %(3)</p> <p>iii. Yes, the Women Anti sexual Harassment Committee is reframed as per the norms on 01/08/2023 for the session 2023-24.(2)</p> <p>iv. Yes. However, no case of harassment was reported in the session 2023-24 (2)</p> | | <p>ii. Refer to CII-21 to CII-25 for attendance sheets</p> <p>iii. CII-26: Photocopy of constitution of Women Anti Sexual Harassment Committee</p> <p>iv. Nil</p> |
| 8. | <p>Mentor-Menace Groups: Click Here Sessions conducted per group of students</p> | <p>4 and more sessions =10; 3 = 8; 2=5; 1=3</p> | <p>More than 8 sessions were conducted by mentors on dates of their convenience(10)</p> | <p>10/ 10</p> | <p>CII-27: Complete Report with office order, letter of formation of mentor-mentee groups, photographs along with details of sessions conducted per group</p> |
| 9. | <p>Coaching for National level competitive examinations/ HAS</p> | <p>10</p> | <p>Nil</p> | <p>0/10</p> | <p>Nil</p> |
| 10. | <p>Remedial Classes/Bridge Courses: Click Here % of students benefitted</p> | <p>i. More than 20% = 10</p> <p>ii. 16-20 = 8</p> <p>iii. 11-15 = 6</p> <p>iv. 6 -10 = 4</p> | <p>Remedial Classes for weak students were conducted in each class and subject</p> | <p>10/10</p> | <p>CII-28: Notice, Signature sheets of remedial classes</p> |
| 11. | <p>Capacity Building of Students:</p> | <p>i. = 10</p> | <p>i. a. Yoga Workshop for “Mental Fitness and</p> | <p>20/20</p> | <p>i. a. CII-29: Report and</p> |

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| | <p>Click Here</p> <p>i. Life Skills (Yoga, Martial Arts, Problem solving, Critical thinking, Decision making, Effective communication skills, coping with stress and emotions, etc.)</p> <p>ii. Language-cum- Graduate attributes Development programmes</p> | <p>ii. = 10</p> | <p>Clear Thinking”19/12/2024</p> <p>b. Workshop on Coral Singing</p> <p>c. Lecture on critical thinking by Dr Chandan Bhardwaj18/12/2024</p> <p>d. Talent Mentoring and Excellence Programme</p> <p>e. Atomic Habit Club (10)</p> <p>ii. a. Workshop “Importance of Communication Skill” on 16/08/2024</p> <p>b. Activities during “Hindi Pakhwara” 14/09/2024 to 28/09/2024(10)</p> | | <p>News</p> <p>b. CII-30: Report and News</p> <p>c. CII-31: Report</p> <p>d. CII-32: Report</p> <p>e. CII-33: Report and News</p> <p>ii. a. CII-34: Report with notice, pic and news</p> <p>b. Refer to CII-8</p> |
| <p>12.</p> | <p>Career Counselling & Placement Cell:</p> <p>Click Here</p> <p>i. No. of Career Counselling Sessions organised for each group of student</p> | <p>i. More than 5 = 6; less than 5=4</p> <p>ii. More than 2= 4; less than 2=2</p> | <p>i. a. Photography Event “My Best Shot” on 11/10/2024</p> <p>b. Workshop on “Importance of Life Skill Required to Achieve Career Goals” by Mr Sanjeev Vats on 21/11/2024</p> <p>c. Lecture on “Jobs and Business Opportunities in E-Waste Management” By CSIR Scientist Dr Ajay Kaushal on 09/12/2024</p> <p>d. Lecture on “PriksakeMool Mantra” 21/02/2025</p> <p>e. Lecture on “Opportunities in IAS” by Rajesh Panchoria on 06/03/2025 (6)</p> <p>ii. Nil</p> <p>iii. Nil</p> | <p>10/20</p> | <p>i. a. CII-35: Report with notice,pics and news</p> <p>b. CII-36: Report, pics and News</p> <p>c. CII-37: Report with notice, photographs and news</p> <p>d. CII-38: Report with notice, pics and news</p> <p>e. CII-39: Report with notice, pics and news</p> <p>ii. Nil</p> |

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| | <p>ii. Number of Placement Drives</p> <p>iii. Self-Employment Modules Organized</p> <p>iv. No. of students benefitted</p> | <p>iii. Yes=4; No= 0</p> <p>iv. More than 50% = 6; Less than 50% = 4</p> | <p>iv. Less than 50% (4)</p> | | <p>iii. Nil</p> <p>iv. Refer to CII-35 to CII-39 for attendance sheets</p> |
| <p>13. Student Progression: Click Here</p> <p>i. % of Students opted for Higher Education</p> <p>ii. No. of students who cleared National Level examination (IAS, CDS, OTA, JAM, NET etc.) and HAS, A.P. through HPPSC</p> | <p>i. >50% = 10; 30-50%= 8; 20-30%= 6; up to 20%= 4</p> <p>ii. 5.0 x no. of students (Max.20 points)</p> | <p>i. Up to 20 %(4)</p> <p>ii. Nil</p> | | <p>4/30</p> | <p>i. CII-40: List of students opted for higher education</p> <p>ii. Nil</p> |
| <p>14. No. of Co-curricular and Sports Activities organised: Click Here</p> <p>i. Inter-University Events (Zonal/National)</p> <p>ii. Inter-College events</p> <p>iii. Intra-College Events (Annual Athletic Meet and Cultural Functions)</p> | <p>i. Inter-University Events- 10</p> <p>ii. Inter-College events- 6</p> <p>iii. Intra-College Events- 3 Each (Max. 9)</p> | <p>i. Nil</p> <p>ii. “Maitri” Cultural Exchange Project (6)</p> <p>iii. a.Annual Athelete Meet c.RasrangUtsav (CSCA Function) c. Annual Function (9)</p> | | <p>15/25</p> | <p>i. Nil</p> <p>ii. CII-41: Report of Maitri Project, Pics and news</p> <p>iii. a. Refer to CII-6, 7 b. Refer to CII-10 c. Refer to CII-11</p> |

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| 15. | Annual Prize Distribution Function Organized: (Yes/No) | Yes =10 No = 0 | Yes | 10/10 | Refer toCII-11 |
| 16. | College Magazine Published: (Yes/No) Click Here | Yes =10 No = 0 | Yes | 10/10 | CII-42: College Magazine |
| 17. | College website updated regularly or not | Yes =10 No = 0 | Yes | 10/10 | www.gcmajheen.in |

3. Infrastructure & Resources (Score 160)

| Sr. No. | Activity | Distribution of Scores | Activity Claimed | Claimed Score /Total Score | Evidence Attached |
|---------|---|---|---|----------------------------|---|
| 1. | Classrooms Click Here Classrooms well maintained | Yes=10 N=0 | Yes, theclassrooms are well maintained (10) | 10/10 | CIII-1 Class room Pics |
| 2. | Library Facilities Click Here i. Whether adequate print books available ii. Whether daily newspaper(minimum | i. 500 books per hundred students = 3; Less than 500 = 1 ii. Yes=3 No = 0 | i. Less than 500 (1) ii. Nil | 13/25 | i. CIII-2: Photocopy of Stock Register (5 Pages) ii. Nil |

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| | <p>5), magazines (minimum 3), and journals (minimum 3), available</p> <p>iii. Whether access to e-resources available</p> <p>iv. Seating Capacity in the Library</p> <p>v. Usage of library resources</p> <p>vi. Digital Library having atleast 5 computer systems with internet facility.</p> | <p>iii. Yes=3</p> <p>iv. 10% or more of the student strength = 4</p> <p>v. 100% = 7 75% = 5 50% = 3 25% = 1</p> <p>vi. Yes=5</p> | <p>iii. Yes. One Computer connected with wifi-catered to 10 % i.e. approx. 12 students to access e-resources(3)</p> <p>iv. Yes, seating capacity with 12 chairs is catering to 10 % of the student strength(4)</p> <p>v. 75 %(5)</p> <p>vi. Nil</p> | | <p>iii. CHH-3: Pic of the computer kept in the library for students' use</p> <p>iv. CHH-4: Photograph of Library</p> <p>v. CHH-5: Photocopy of Book Issue register</p> <p>vi. Nil</p> |
| <p>3.</p> | <p>ICT Facilities: <u>Click Here</u></p> <p>i. No. of Interactive Panels/Virtual Classrooms Multimedia Projectors/K-Yan</p> <p>ii. % of teachers using ICT facilities</p> <p>iii. No. of students</p> | <p>i. 5 or more=5, 4=4, 3=3,2=2,1=1</p> <p>ii. >50 %=5; <50 %=0</p> <p>iii. >50 %=5; <50 %=0</p> | <p>i. 3 Interactive Panel and 1 Multimedia projector(3)</p> <p>ii. All the teachers are trained at using ICT facilities and >50 % teachers are using ICT facilities(5)</p> <p>iii. >50 % students are being benefited from ICT facilities(5)</p> | <p align="center">23/25</p> | <p>i. CHH-6:Detail,Photographs &purchase bill of IFPD (5 Pages)</p> <p>ii. Refer to CHH-6 for photographs of teachers taking class using ICT</p> <p>iii. Refer to CHH-6</p> |

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| | <p>benefitted from ICT facilities</p> <p>iv. Internet Connections- Leased Line/ Fibre Network/ Wi-Fi campus (Yes/No)</p> <p>v. Use of ICT facilities</p> | <p>iv. Yes=5</p> <p>v. 100%=5 75% =4 50% =3 25%= 2 <25%=0</p> | <p>iv. Yes, Broadband internet connection with wi-fi facility is available. A Jio dongle is also kept to enhance wi-fi connectivity.(5)</p> <p>v. 100% use of ICT facilities is being done (5)</p> | | <p>iv. CIH-7: Bill of Broad Band Annual Plan CIH-8: Bill of JIO-fi dongle</p> <p>v. Refer to CIH-6</p> |
| 4. | <p>Facilities for Specially-abled Students: Click Here</p> <p>i. Ramps/Wheel chairs/Support railing</p> <p>ii. Separate Washrooms</p> | <p>i. Yes = 2</p> <p>ii. Yes = 2</p> | <p>i. Yes(2)</p> <p>ii. Nil</p> | 2/4 | <p>i. CIH-9: Photographs of two ramps</p> <p>ii. Nil</p> |
| 5. | <p>Sports Facilities:</p> <p>i. No. of games / sports activity conducted</p> <p>ii. Indoor sport facilities</p> <p>iii. Adequate sport equipment</p> <p>iv. Gymnasium (Operational)</p> | <p>i. More than 5=8; Less than 5= 4</p> <p>ii. Yes=4</p> <p>iii. Yes=4</p> <p>iv. Yes=4</p> | <p>i. Nil, the college building & playground is under construction and presently, there is no infrastructure to support sport activities</p> <p>ii. Nil</p> <p>iii. Nil</p> <p>iv. Nil</p> | 0/20 | <p>i. Nil</p> <p>ii. Nil</p> <p>iii. Nil</p> <p>iv. Nil</p> |

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| 6. | Auditorium/Hostels/Seminar Hall/Staff Quarters | Auditorium = 4 Hostels = 4 (2 Point for each hostel) Staff Quarters = 4 Seminar Hall = 4 | Nil | 0/16 | Nil |
| 7. | <p>i. Laboratories with adequate equipment according to syllabi</p> <p>ii. Usage of available Lab infrastructure</p> | <p>i. Yes= 10</p> <p>ii. 100% =10 75% = 6 50% = 5 25% = 3 <25% = 0</p> | <p>i. Nil, Presently, this institution is offering humanity and commerce courses only.</p> <p>ii. Nil</p> | 0/20 | <p>i. Nil</p> <p>ii. Nil</p> |
| 8. | <p>i. Adequate numbers of computers</p> <p>ii. Usage of computer hardware</p> | <p>i. One system per 30 students = 5; 31- 40 = 3; 41-50=2, more than 50 = 1</p> <p>ii. 100% = 5 75% = 4 50% = 2 25% = 1 <25% = 0</p> | <p>i. 3 Computers for 108 students(3)</p> <p>ii. 100% computer hard available in college is being utilized (5)</p> | 8/10 | <p>i.</p> <p>ii.</p> |

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| 9. | Canteen, Staff Room /Faculty Room, Space For NCC, NSS, Rangers & Rovers, Examination Room, Medical Care Facilities Click Here | 2 point each facility (Max 10) | <ul style="list-style-type: none"> i. Staff Room (2) ii. Two class rooms are used as examination rooms (2) iii. Medical Cares Facility is available as the PHC Majheen is 70 mtrs away from the college campus (2) | 6/10 | <ul style="list-style-type: none"> i. CIII-10: Photograph of Staff Room ii. Refer to CIII-10 for photographs of Rooms iii. Refer to CIII-10 for Photograph of PHC Majheen |
| 10. | Documentation of Academic, co- curricular and extracurricular activities and achievement of students and staff on regular basis | Yes = 20 No = 0 | Yes, all the academic, co- curricular, extracurricular activities and achievement of students and staff are properly documented on their respective registers on regular basis. The files of bill -vouchers and news cutting are also maintained and available in the office. | 20/20 | <p>For students activities, refer to the annexures under; Criterion- 2 Students support Services and Progression</p> <p>For staff achievements, refer to the annexures under; Criterion-5 Faculty Profile and Research Activities</p> |

4. Institutional Management (Score 220)

| Sr. No. | Activity | Distribution of Scores | Activity Claimed | Claimed Score /Total Score | Evidence Attached |
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| <p>1.</p> | <p>Institutional Vision: Click Here</p> <p>i. Vision Document</p> <p>ii. Institutional Development Plan (IDP)</p> <p>iii. Plan of Action for above</p> | <p>6 point each</p> | <p>i. The vision is duly highlighted in the college prospectus and college website (6)</p> <p>ii. IDP Prepared and acted upon(6)</p> <p>iii. Plan of Action mentioned in the IDP(6)</p> | <p align="center">18/18</p> | <p>i. CIV-1: Prospectus & College Website: www.gcmajheen.edu.in</p> <p>ii. CIV-2: Copy of IDP</p> <p>iii. Refer to CIV-2</p> |
| <p>2.</p> | <p>IQAC: Click Here</p> <p>i. No. of meetings per year</p> <p>ii. o. of programmes organised (Trainings, workshops, IPR, etc.)</p> | <p>i. 4 meetings = 6; 3 meetings = 4</p> <p>ii. 2 per activity (Max.6)</p> | <p>i. Five meetings were conducted in 2023-24 (6)</p> <p>ii. a. Staff Training Program on, “Purchase Procedures” on 27/09/2024(2)</p> <p>b. Picnic & Cultural Exchange Program under “Maitri” Project on 14/12/2024(2)</p> <p>c. National Seminar on “Social Inclusion & Sustainable Development” on 14th & 15th May 2025(2)</p> | <p align="center">12/12</p> | <p>i. CIV-3: Minutes of Meeting of IQAC dated 27/09/2024 CIV-4: Minutes of Meeting of IQAC dated 18/10/2024 CIV-5: Minutes of Meeting of IQAC dated 28/02/2025 CIV-6: Minutes of Review Meeting of IQAC dated 24/03/2025 CIV-7: Minutes of Review Meeting dated 17/05/2025</p> <p>ii. a. CIV-8: Report of Staff Training Seminar with pics</p> <p>b. CIV-9: Report on Maitri Picnic</p> <p>c. CIV-10: Report National Seminar</p> |

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| <p>3.</p> | <p>Management of Institutional Funds: Click Here</p> <p>i. Funds (BF, AF, PTA etc.) used/ spent for institutional Development/ student welfare</p> <p>ii. Periodic audit</p> <p>iii. Settlement of bills/advances within a specified time frame</p> | <p>i. Utilized > 90% of the funds collected annually =10; 71- 90% = 8; 51-70% = 6; 31-50% = 4; <30% = 0</p> <p>ii. Yes = 2</p> <p>iii. Yes = 4</p> | <p>i. 51-70 % funds are used per year for the Institutional Development /Student Welfare(10)</p> <p>ii. No departmental audit of GDCMajheen has ever been conducted (2)</p> <p>iii. All the bills and advances have been settled in time (4)</p> | <p align="center">16/16</p> | <p>i. CIV-11: Statement of accounts CIV-12: PTA Funds Utilization statement</p> <p>ii. Nil</p> <p>iii. CIV-13:Certificate from the office Supdt.</p> |
| <p>4.</p> | <p>Grievance Redressal of Students and Employees Click Here</p> <p>i. Redressal within week</p> <p>ii. Redressal within month</p> <p>iii. No redressal</p> | <p>i. 10</p> <p>ii. 4</p> <p>iii. Nil</p> | <p>i. Grievance Redressal is ensured to the students immediately within week(10)</p> <p>ii. Nil</p> <p>iii. Nil</p> | <p align="center">10/10</p> | <p>i. CIV-14: Photocopies of Grievance Redressal Register</p> <p>ii. Nil</p> <p>iii. Nil</p> |

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| <p>5.</p> | <p>Green and Clean Campus: Click Here</p> <p>i. Green initiatives of institution (at least 3)</p> <p>ii. Cleanliness in washroom, buildings / campus</p> | <p>i. 6</p> <p>ii. Excellent = 10 Satisfactory = 6 Poor =0</p> | <p>i. a.The campaign for Plastic free campaign was run throughout the year. b.Plantation drive was steered under aegis of ECO Club. c.NSS conducted SwachtaAbhiya(6)</p> <p>ii. Three peons ensure proper cleanliness in the small college with two class rooms (10)</p> | <p align="center">16/16</p> | <p>i. CIV-15: Notices, Activities and Report of Green Initiative of ECO Club and NSS</p> <p>ii. CIV-16: Pics of Washrooms & Building</p> |
| <p>6.</p> | <p>Facilities for Students: Click Here</p> <p>i. Common room for girls</p> <p>ii. Adequate toilets as per students' strength</p> <p>iii. Sanitary napkin vending machine/incinerator regularly put in use</p> <p>iv. CSCA room with proper furniture</p> <p>v. Student centre for co-curricular activities and its regular usage</p> <p>vi. Regular use of playground</p> | <p>3 for each facility</p> | <p>i. No Room available</p> <p>ii. Separate Girls' and Boys' toilets are functional (3)</p> <p>iii. Sanitary Napkin vending machine was functional in Girl's Toilet during 2023-24 (3)</p> <p>iv. No Room available</p> <p>v. We have renovated the hall of new building under construction for activities (3)</p> <p>vi. Play ground is being developed in the front of new building under construction</p> | <p align="center">9/18</p> | <p>i. Nil</p> <p>ii. CIV-17: Toilet Photographs</p> <p>iii. CIV-18: Photographs of Wending Machine</p> <p>iv. Nil</p> <p>v. Nil</p> <p>vi. Nil</p> |

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| 7. | Regular Updation of Service Books/Service Records Click Here | Yes=3 | Yes , the Office Supdt. ensures timely updation of Service Books/Service Records (3) | 3/3 | CIV-19: Certificate of Office Supdt.in this regard. Record of the same is available in the office. |
| 8. | Timely Submission of ACRs Click Here | Yes=3 | Yes , the Office Supdt. ensures timely submission of ACRs (3) | 3/3 | CIV-20: Certificate of Office Supdt.in this regard. Record of the same is available in the office. |
| 9. | Prompt Response to Official Correspondence | Yes = 5 | Yes , the all the official correspondences are done within time. (5) | 5/5 | The same can be verified from the DHE and HPU |
| 10. | Proper maintenance of official records(Cash books/Stock registers, Fund registers, Leave records, Fine fund etc. Click Here | Yes =10 | Yes , the official recordsare being maintained properly. (10) | 10/10 | CIV-21: Certificate of Office Supdt. in this regard. Record of the same is available in the office. |
| 11. | Proper record of students attendance and CCA | Yes =10 | Yes , the records of students' attendance and CCA are being properly maintained. (10) | 10/10 | The record of attendance and CCA is available in the office. |
| 12. | Whether ranked by NIRF, Other Agencies | Yes =10 | No | 0/10 | Nil |

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| | | interactive session / facilitation in placement of students etc. on regular basis)= 4 | | | |
| 17. | Feedback from Stakeholders other than Students and action taken thereon Click Here | Yes = 4 | Yes , the feedback is collected from parents and discussed in the staff meetings to take appropriate action to improve the academic environment | 4/4 | CIV-23: Report of parent’s feedback. (Feedback forms of the students can be checked in the office of the principal.) |
| 18. | Annual review meeting on students outcomes in academics, co-curricular, extracurricular and extension activities and action taken during next academic session for achieving excellence Click Here | Yes = 25 | Yes ,Annual review meeting is conducted in IQAC meeting dated 17/05/2025 and the report of the same was prepared | 25/25 | CIV-24: Report of Annual review meeting |

5. Best Practices, Innovation and Institution Distinctiveness (Score 80)

| Sr. No. | Activity | Distribution of Scores | Activity Performed/Score Claimed in () | Total Claimed Score /Total Score | Evidence Attached |
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|----|--|-----------------------------|--|-------|---|
| 1. | Best Practices Description & Outcome of Best Practices (at least two) Click Here | 10 points per best practice | a. Breathing Campus Initiative (10) b. Coral Singing Workshops (10) | 20/20 | a. CV:1 Detailed Report of the practice and Pictures of activities b. CV:2 Detailed Report and Pictures of activities |
| 2. | Special Initiatives Taken for: Click Here i. Energy conservation/ use of Solar energy ii. Solid Waste Segregation/ Management iii. Rain water harvesting and its use for gardening and cleanliness iv. Plastic free campus v. Blood donation camps vi. Adoption of village/ educational institutions | 4 points per initiative | i. Led tubes are used in the institution for energy conservation (4) ii. Properly marked Bins for solid waste management are used in the college (4) iii. Nil iv. Plastic use is banned in the campus & awareness drives for the same are conducted from time to time (4) v. Nil vi. Yes, a nearby village named Majheen and GSSS Majheen are adopted by the institution(4) | 16/24 | i. CV-3: Internal Audit Report & Photographs ii. Refer to CV-3 iii. Nil iv. Refer to CV-3 v. Nil- vi. CV-4: Endorsement of Pradhan |

6. Faculty Profile & Research Activities (Score 100)

| Sr. No. | Activity | Distribution of Scores | Activity Claimed | Claimed Score /Total Score | Evidence Attached |
|---------|--|---|--|----------------------------|--|
| 1. | % of Teachers with Ph.D. Click Here | More than 70% = 5, 61-70% = 4, 51-60% =3, less than 50% = 2 | Less than 50 % | 2/5 | CVI-1: Ph.D. Degrees |
| 2. | Teachers as Research Guides | 4 points per research guidance (max.=8) | Nil | 0/8 | Nil |
| 3. | No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and Workshops of one week or more attended by Teachers (in last three years) Click Here | 30% of faculty =10, 20% of faculty = 8, 10% of faculty = 6, 5% of faculty = 4 | i. 5 Orientation Programme ii. 6 Refresher Courses iii. 15 Faculty development Programme iv. 5 Workshops (One Week) | 10/10 | i. CVI-2:Certificates ofOrientation Programme ii. CVI-3:Certificates ofRefresher Courses iii. CVI-4:Certificates ofFaculty development Programme iv. CVI-5: Certificates of Workshop (One Week) |
| 4. | Projects/Patents/Fellowships/Associateships: i. Major ii. Minor iii. Patents iv. Fellowships v. Associateships | i. 10 ii. 8 iii. 10 iv. 5 v. 3 (Max. 10) | Nil | 0/10 | Nil |

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|----|--|--|--|------|---|
| 5. | No. of Paper Presented in Conferences/ Seminars/ Symposia (in last three years): Click Here i. International ii. National/Regional/State level | i. 2 point per paper presented ii. 1 point per paper presented | i. 16 International Conference/Seminar ii. 22 National Conference/ Regional/State Conference or Seminar(8) | 8/8 | i. CVI-6: International Conference or Seminar ii. CVI-7: National Conference/ Regional/State Conference or Seminar |
| 6. | Seminars, Workshops, Conferences and Trainings organised by the Institution Click Here i. International Level ii. National Level iii. State Level | 6 4 3 | i. Nil ii. Two Days National Seminar on “Social Inclusion and Sustainable Development of HP” iii. Nil | 4/6 | i. Nil ii. Refer to CIV-10 iii. Nil |
| 7. | No. of Paper Published: Click Here i. UGC Care List Journals ii. Non-UGC Care List Journals iii. Citations | i. 5 points per paper ii. 2 points per paper iii. 1 point per 20 citations | i. Paper in “International Journal of Social Science and Management Studies by Prof Muktamani | 5/20 | i. CVI-8 Paper by Prof Muktamani ii. Nil iii. Nil |
| 8. | Teachers' Special Innovative Ideas (Brief description thereof) Click Here | 5 | Prof.Mukta Mani conducted a field-based class on Kangra history at Kangra Fort, the focal site of major historical events of the region. | 5/5 | CVI-9: Report of the field visit |

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| 9. | No. of Books Published/ Chapter in Books Click Here | 5 points per book and 2 points per chapter | a. Book, “TwivediYuginKavya me RastriyatakiBhavna” written by Dr Sarika b. Chapter published by Dr Sarika | 7/10 | a. CVI-10: Photocopies of Title page of the book b. CVI-11: Photocopy of chapter published |
| 10. | Teachers Academic and Extension Activities: i. Resource person ii. Member of Board of Studies/Subject experts etc. iii. Popular articles | i. 2 point each activity ii. 4 point each activity iii. 2 point each activity (Max. 10 points from all categories) | i. Dr Chandan Bhardwaj acted as resource person in following seminars a. National seminar of “Artificial Intelligence) at GGC Hamirpur as invited speaker b. International Symposium on “Extraterrestrial life” at NSCBM Govt College Hamirpur as chief guest and Resource person c. National seminar on” Implementation of NEP 2020 at GDC Palampur as Resource person ii. NIL iii. NIL | 6/10 | i. CVI-12: Certificates ii. NIL iii. NIL |

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| 11. | Awards by Recognised & Reputed Organisations: Click Here i. International ii. National iii. State | i. 8 ii. 6 iii. 4 (Max. 8 points from all categories) | i. Nil ii. Nil iii. a. “Sahitya Rattan Samman” bestowed upon Dr Sarika b. “SammanPatra” to Dr Sarika by Literary Organization c. “SammanPatra” to Dr Muktamani by Literary Organization | 4/8 | i. Nil ii. Nil iii. a. CVI-13 b. CVI-14 c. CVI-15 |
|-----|--|--|---|-----|---|

7. Miscellaneous (Score 120)

| Sr. No. | Activity | Distribution of Scores | Activity Claimed | Claimed Score /Total Score | Evidence Attached |
|---------|--|------------------------|---|----------------------------|--|
| 1. | Any Other Important Information or initiative not Covered Above e.g. Institution Incubation Centre, R&D- cum- innovation centre, B.Voc, Self-Finance courses, Add-on courses, Internship, OJT, Green audit, Academic audit etc. Click Here | 10 Each (Max. 50) | Internal Green Audit was conducted as per the norms | 10/50 | CVII-1: Report of the Internal Green Audit |

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|-----------|--|-----|---|--------------|---------------|
| 2. | Spot evaluation of institutions by the Officers from the Directorate of Higher Education/representative of the Director of Higher Education | 20 | Nil | 0/20 | Nil |
| 3. | AG Audit paras settled upto date | Yes | NA | 5/5 | Nil |
| 4. | Local Audit Paras settled upto date | Yes | NA | 5/5 | Nil |
| 5. | Timeline adhered to in filing reply of court cases / RTI Applications/ Public grievances received through MukhyamantriSevaSankalp 1100 and Centralised Public Grievance Redress and Monitoring System (CPGRAMS) | Yes | Yes, the timeline was adhered to file replies regarding RTI and court cases | 10/10 | Office Record |

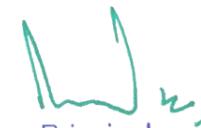
| | | | | | |
|----|---|-----|--|--------------|---|
| 6. | Invited speakers on various themes relevant to holistic development of students. Click Here | Yes | <ul style="list-style-type: none">i. Sh.Sanjeev Vats (Former Member of UNO)ii. Dr.Ajay Kaushal (Scientist, Electronics Technology Department of Science & Technology Hyderabad)iii. Dr. Prakash Thakur,(GC Hamirpur)iv. Dr. Ravi Dutt ,(GDC Bhoranj)v. Dr. Pankaj Sood(Principal GDC Rakkar)vi. Sh. Amarjeet Attri (Principal GDC Khundian)vii. Sh Rajesh Pancharia (Civil Services Coach) | 10/10 | CVII-2: Photographs & news of the events |
| 7. | Skill Development Training (at least 20% students benefited) | Yes | Nil | 0/20 | Nil |

Note: Documentary Evidence to be submitted/ uploaded in support of claimed points under each criterion.

Certificate: It is certified that utmost care has been taken in compiling this report. However, any inadvertent errors are sincerely regretted.

SUMMARY OF SCORES

| S. No. | Criteria | Total Score | Claimed Score | Remarks |
|--------------------|--|--------------------|----------------------|----------------|
| 1. | Teaching Learning | 140 | 120 | |
| 2. | Student Support, Services and Progression | 280 | 185 | |
| 3. | Infrastructure & Resources | 160 | 82 | |
| 4. | Institutional Management | 220 | 153 | |
| 5. | Best Practices, Innovation and Institution Distinctiveness | 80 | 68 | |
| 6. | Faculty Profile & Research Activities | 100 | 51 | |
| 7. | Miscellaneous | 120 | 40 | |
| Total Score | | 1100 | 699 | |



Principal

Govt. Degree College Majheer

Distt. Kangra (H.P.) 176032

PRINCIPAL