SDWG GOVT.COLLEGE BEETAN DIST. UNA H.P. 176601

(ESTABLISHED: 1997, AFFILIATED TO H.P. UNIVERSITY SHIMLA)

SELF-STUDY REPORT: ACCREDITATION- CYCLE-1
2016

COLLEGE AT A GLANCE

NAAC STEERING COMMITTEE

Principal: Abhilasha Sharda

Co-ordinator: Dr.C.S.Mann

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PREFACE

It is a matter of immense pleasure to submit the self- study report of SDWG Govt.College Beetan to the NAAC, Bangalore for accreditation (Cycle-1). This SSR has been compiled with the collective efforts made by all the members of the staff. All the figures provided in this SSR have been meticulously collected and analyzed after intensive and extensive discussions among the staff at various levels. The SSR consists of Preface, Brief History of the College, Executive Summary, SWOC analysis of the college, Profile of the College, Criterion-wise Inputs, Evaluative Reports of the Departments and Annexures.

Since its inception in 1997,our college has witnessed tremendous growth in terms of basic infrastructure, number of programmes, teachers and students. A majority of students in our college are first generation learners of higher education. Our college is affiliated to the H.P.University, Shimla which is first in the country to introduce and implement CBCS (RUSA) system in toto w.e.f 2013-14. Our college has applied for recognition under section 2(f) of the UGC Act on 04.02.2016 and the response of the UGC in this regard is awaited.

The learned faculty of the college is straining every nerve to make RUSA a success for the betterment of students and the society at large.

In order to achieve the goals that the college has set for itself, we get regular formal and informal feedback from our students, parents, OSA and IQAC and its external members. The college had started its journey with Arts stream classes. In 2014, the Commerce stream was started in the college and now w.e.f. June 2016, the Science stream classes are going to start. Our college plans to start P.G. courses and other self-financed courses like BBA,BCA, etc. to increase its student strength and optimum utilization of its building.

Our college had submitted the LOI for IEQA evaluation to the NAAC on 23.04.2015 with **Track ID HPCOGN22631.** However, our college could not clear IEQA and was asked to re-apply LOI after six months and the college was given suggestions on 17 points for improvement. Ever since our college has been working sedulously towards making improvement in the 17 suggested areas. Of these through the assiduous efforts of the staff, our college has made significant improvement in 11 areas like computer, internet facility, sports, extension activities, computer students ratio, admission against reservation, etc. We are making all-out efforts to make advancement in the remaining areas, too, at the earliest.

We have uploaded our self-study report on our college website www.gcbeetan.co.in we have also simultaneously re-submitted our LOI on-line to the NAAC for scrutiny and confirmation of our IEQA status. We are anytime ready to submit the required number of hard copies of our SSR along with a digital version (CD) of the SSR to the NAAC.

We are curious to know our IEQA status and looking forward to a fruitful interaction with the NAAC Peer Team for accreditation of our college.

PRINCIPAL

BRIEF HISTORY OF THE COLLEGE

SDWG Government College Beetan was established in 1997 by Sant Baba Dhangu Wale Ji as a private college to serve the educational needs of the area. The college is situated on Nangal- Mahilpur road about 25 kms from the district headquarters at Una and is well connected by roads.The old building of the college consisting of fourteen spacious classrooms and a separate Administrative Block housing Principal office, Superintendent office and Staff room was constructed by the private management. The college is affiliated to the H.P. University Shimla. On 23rd August, 2004, the college was taken over by the Government of Himachal Pradesh. The foundation stone of the new ultra-modern building of Sant Dhangu Wale Gujjar Government College Beetan was laid by Shri Virbhadra Singh Ji, Hon'ble Chief Minister of Himachal Pradesh in the presence of Shri Mukesh Agnihotri Ji, Hon'ble Industry Minister of Himachal Pradesh on 9th November, 2006. An amount to the tune of Rs. 7,28,52,000/- was spent on the construction of this state-of-the-art building. The classes along with administrative offices were shifted to the new building on 01.08.2011. . Presently, the old college building in the campus is being temporarily used by the Government run Industrial Training Institute, Pubowal.

Till 2014 there was only Arts stream in the college. The Commerce stream was introduced in the college in June,2014 and now due to the persistent efforts made by the present Principal, Abhilasha Sharda at various levels, the Science stream classes are going to start w.e.f. June,2016. H.P. Government's notification and necessary permission to this effect have been received by the college.

Besides Himachal Pradesh, the students of the adjoining state of Punjab are also getting education in the college. The college caters to the needs of higher education of students belonging to different communities of Hindus, Sikhs and Muslims. The college gives liberal scholarships and fee concessions to students belonging to SC, ST, OBC, IRDP, BPL, EWS, etc. as per the Government norms. Hopefully, the college is going to transform the life of the rural population by raising their higher educational standards.

EXECUTIVE SUMMARY

SDWG Govt.College Beetan was established in September 1997 as a private institution. The college was taken over by the Government of Himachal Pradesh on 23-08-2004. The college is affiliated to the H.P.University, Shimla. From 2004 to 2014, the classes in the Arts stream only were taught in the college. In June 2014, the Commerce stream was started and now in June, 2016 the Science stream is going to start.

The vision of the college is to enlighten students through providing holistic education to them in keeping with the college motto "From Darkness to Light". The mission of the college is to make students responsible citizens with cosmopolitan outlook. The college seeks to make students good leaders to spread the light of knowledge. We have applied for recognition under section 2(f) of the UGC. Presently, the college seeks NAAC accreditation (Cycle-1)

A summary of the criterion wise analysis of the college in the last four years is given below:

I **Curricular aspects:**

SDWG Govt.College Beetan offers B.A. and B.Com. programmes and the Science stream classes are going to Commence w.e.f. June,2016. Majority of our teachers act as evaluators and supervisors to assist in University examinations.

II **Teaching-Learning and Evaluation:**

Our college is affiliated to the H.P.University Shimla and follows its policies in regard to teaching-learning and evaluation. The following action plans are deployed by the college for effective implementation of the curriculum:

- At the beginning of the semester each faculty member submits a syllabus- plan to the principal.

- An academic calendar is prepared in advance and published in college prospectus.

- Each department maintains the progress through Mid-Term Test and End Semester Examinations.

- To assess the headway made by the college, the head of the institution conducts meetings with all faculty members at the beginning and end of each semester.

- Time- table is chalked out well in advance before the beginning of each semester.

- To make teaching-learning process more effective, the students are encouraged to make use of computer and internet. For this to happen, free internet is being provided in the library for the students. Stress is laid on fostering a sense of social responsibility among the students. Students are made aware of the burning issues besetting the students.

Teachers are encouraged to attend seminars, orientation courses, refresher courses and short- term courses to keep their knowledge updated.

III **Research, Consultancy and Extension:**

The College encourages the teachers to pursue and guide research. The English faculty has guided one Ph.D. scholar who has been awarded Ph.D. degree by the Himachal Pradesh University in 2014. Assistant Professor of the department of Hindi has been awarded Ph.D. degree in 2015 by the University of MANONMANIAM SUNDARANAR, TIRUNELVELI (Tamil Nadu) in 2015.

Our Principal is pursuing her Ph.D. in the subject of Mathematics from the University of Himachal Pradesh, Shimla.

It is the stated mission of the college to rid students of superstitions and to think rationally and scientifically.

IV Infrastructure and learning-Resources(ISR):

The college has a state of the art three- storey building. There are more than 50 airy and spacious rooms equipped with tube- lights and fans, etc.

V Student support and progression:

- The college tries to fulfil its vision and goals through the following measures:
- The college provides welfare schemes, scholarships and fee concession for students belonging to SC/ST/OBC/EWS,etc.
- Remedial classes are held for help of learners and students who are academically weak.

- Co-curricular and extra-curricular activities are organized by the college throughout the year to realize our vision and mission.
- The students are counseled in the beginning, during and the exit point to meet the challenges of life.
- To address complaints of the students Grievance Cell and Anti-ragging Cell are constituted in the college.
- The students are encouraged to approach their teachers and Principal without any hesitation for the solution of their problems.
- There is one gymnasium for the physical fitness of the students in the old building of the college.
- Value education is imparted to the students for their ethical development.
- Our college envisions quality education for the all-round development of the students. The IQAC plays a pivotal role in assuring quality education.

VI Governance, Leadership and Management:

- The college is committed to provide quality education to the underprivileged first generation learners.
- The college assures efficient and effective implementation of the policies framed by the Directorate of Higher Education. The Principal seeks opinions and suggestions of staff and students at various levels for the betterment of the college.
- Various committees are formed to solve the problems of the students. The staff members are encouraged to attend seminars, orientation courses, refresher courses,etc. so that they keep their knowledge updated.
- The college reaches out to the poor and the underprivileged to extend them all possible help.
- The IQAC discusses all the aspects of holistic education in the college. The aim of holistic education is to prepare the students to face the challenges of life.

VII Innovations and Best Practices:

- The college lays stress on keeping the environment clean .The entire campus is a 'No Smoking', 'No Polythene' and 'Zero Waste ' zone.

- Teaching of environment as a compulsory subject, water harvesting ,plantation and carbon neutrality are other special features of the college .

- Use of computer technology , whiteboard and introduction of CBCS (RUSA) semester system are among some of the innovations.

- Value education and eco-friendly surroundings are among the best practices of the college .

SWOC Analysis of the College

1 Strengths:

I Highly qualified and committed faculty with fifty per cent teachers armed with Ph.D degrees.

II Ultramodern three-storey building with more than 50 spacious and airy rooms, conference room, Examination hall, auditorium, 2 Audio-visual rooms, Gym, pantry room, Physics, Chemistry, Botany, Zoology, Computer. Labs, staff room, library etc. equipped with ceiling fans and concealed tube lights.

III Pollution free campus.

IV Value-based education with emphasis on extension of help to the underprivileged.

V A dedicated unit of NSS for carrying out extension activities.

2 Weaknesses:

1 Less strength of students
2 There are no post graduate classes
3 All the teachers are not equipped with Ph.D. degree.

3 Opportunities:

1 To educate rural and financially disadvantaged students.
2 To collaborate with industry.
3 To create awareness about the importance of higher education.
4 To take more steps to save environment.
5 To sensitize the society to empower women.

4 Challenges:

1 To ensure 100% attendance in the classrooms.
2 To make students fully understand and realize the importance of CBCS (RUSA) system.
3 To reduce the drop-out rate
4 To make students more creative, critical and innovative.

5 Future Plans:

I Construction of new Administrative Block comprising Principal office, Superintendent office, Staff room and a Multi-purpose Hall with a seating capacity of 500 students for which Rs. 303.22 lac have been sanctioned by the Government of Himachal Pradesh and a notification to this effect has been issued by the Govt. The above amount has been deposited with the Executive Engineer, HPPWD, Una (H.P.)

II Starting of BCA,BBA (self-financed) courses and Post Graduate classes.

PROFILE OF THE COLLEGE

PREPARATION OF SELF-STUDY REPORT

Profile of the Affiliated/Constituent College

Name and Address of the college :

Name :	**SDWG Govt.College Beetan**	
Address :	**VPO Beetan Dist.Una H.P.**	
City :	**Pin 176601**	**State: Himachal Pradesh**
Website :	**www.gcbeetan.co.in**	

2 For Communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Abhilasha Sharda	O: 01975 251410 R:	9418156156		abhilashasharda@gmail.com
Vice Principal	N.A.	O: R:			
Steering Committee Co-Ordinator	Dr.CS Mann	O: 01975 251410 R:	8894499592		dr.c.s.mann@gmail.com

3 Status of the Institution:

Affiliated College	√
Constituent College	
Any other (specify)	

4 Type of Institution:

a By Gender

For Men	
For Women	
Co-Education	√

B By Shift

i. Regular	√
ii Day	√
iii Evening	

5. It is a recognized minority institution?

Yes	
No	√

If yes specify the minority status (Religious/Linguistic/any other) and provide documentary evidence: N.A.

6 .Source of funding

Government	√
Grant-in-aid	
Self- financing	
Any other	

7.a Date of establishment of the college 23.08.2004((dd/mm/yyyy)

b. University to which the college is affiliated/or which governs the college(If if is a constituent college)

H.P.University, Shimla

c Detail of UGC recognition:

	Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks if any
i	2 (f)	04-02-2016	Applied for registration
ii	12(b)	No	No

(Enclose the certificate of recognition u/s 2(f) and 12 (B) of the UGC act)

d. Detail of recognition/approval by statutory/regulatory bodies other than UGC (AICTE,NCTE,MCI,DCI,RCI etc.) Not Applicable

Under Section Clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
I	---	---	---	---
Ii	---	---	---	---
Iii	---	---	---	---
iv	---	---	---	---

(Enclose the recognition/approval letter)

8. Does the affiliating University/Act provide for conferment for autonomy (as recognized by the UGC), on its affiliated college?

Yes ~~No~~ √

If yes, has the college applied for availing the autonomous status?

Yes No √

No

9 Is the college recognized

a. By UGC as a college with potential for excellence (CPE)

Yes

No √

b. for its performance by any other governmental agency?

Yes

√

Yes No

If yes name of the agency and

Date of recognition (dd/mm/yyyy)

10. Location of the campus and area in sq.mtr.

Location	Rural
Campus area in sq.mtr.	25420 sq. mtr.
Built up area in sq.mtr.	19296 sq.mtr.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area any other specify)

11. **Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate place.) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.**

.	Auditorium/seminar complex with infrastructural facilities	**Yes**
.	Sports Facilities	**Yes**
	Play ground	**Yes**
*	**Swimming pool**	**No**
*	**Gymnasium**	**Yes**
*	**Hostel**	**No**
*	**Boys' Hostel**	**Not Available**
I	**Number of hostels**	
II	**Number of inmates**	
III	**Facilities (mention available facilities)**	
	Girls' Hostel	
I	**Number of hostels**	**Not Available**
II	**Number of inmates**	
III	**Facilities (mention available facilities)**	
	Working women's hostel	
I	**Number of inmate**	**Not Available**
II	**Facilities (Mention available facilities)**	

Residential facilities for teaching and non- teaching staff (give number Available- cadre-wise) **Not Available**

Cafeteria **Canteen**

Health centre : **SBDW Charitable Hospital available within 1.4 Kms**

First aid, inpatient, Outpatient, Emergency care facility, Ambulance Health centre staff- **First Aid Available No**

i. Qualified doctor	Full time	Part –	**No**	time	**No**
Ii.Qualified Nurse	Full Name	Part-	**No**	time	**No**

iii. Facilities like banking, post office, book shop**s**

No

Transport facilities to cater to the needs of students and staff

The college does not have its own transport. However, Public & private transport is available.

Animal House

No

Biological waste disposal

No

Generator or other facility for management/ regulation of electricity and voltage

No

Solid waste management facility

No

Waste water management

No

Water harvesting

Yes

12 Detail of programmes offered by the college (Give data for current academic year(2015-16)

Sl.N	Programme Level	Name of the Programme/ Course	Duration	EntryQualification	Medium of instruction	Sanctioned/ Approved student strength	No. Of students admitted
1	Under-Graduate	B.A	3year	10+2	Hindi/English	80 students per Major or sub ject	199
		B.Com	3year	10+2	Hindi/English	80	107
2	Post Graduate						
3	Integrated Programme(PG)						
4	Ph.D	-	-	-	-	-	-
5	M.Phil	-	-	-	-	-	-
6	Ph.D	-	-	-	-	-	-
7	Certificate Course	-	-	-	-	-	-
8	UG Diploma	-	-	-	-	-	-
9	PG Diploma	-	-	-	-	-	-
10	Any other (specify and provide details)	-	-	-	-	-	-

13. Does the college offer self- financed Programmes?

Yes [ ] **No** [√]

If yes, how many N.A.

14. New programmes introduced in the college during the last five years if any?

Yes	√	No		Number	2

B.Com & B.Sc. Programmes

15. List the departments (respond applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similary, do not listy the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Science	Science stream is going to commence w.e.f.June 2016	√	No	No
Arts	English,Political. Science.,History.,Economics., Sanskrit.and Hindi	√	No	No
Commerce	Commerce	√	No	No
Science	, Chemistry,Botany,Zoology and Mathematics	√	No	No
Any other (Specify)	----------	----	No	No

16. Number of programmes offered under (Programmes means a degree course like BA, B.com, B.Sc., MA, and M.Com.

a	Annual system	--
b	Semester system	3
c	Trimester system	--

17. Number of programmes with

A	Choice based credit system	3
B	Inter/Multidisciplinary Approach	---
C	Any other(Specify and provide details	-

6. Does the college offer UG and or PG programmes in Teacher Education?

	Yes	√

If yes

a Year of Introduction of the programme(s) ---------- ---- (dd/mm/yyyy)

And number of that completed the programme

b NCET recognition details (if applicable)
Notification No.
……
……..

Dated……..(dd/mm/yyyy)
Validity……c

c Is the Institution opting for assessment and accreditation of Teacher Education programme separately?

[ ] Yes No [√]

19. Does the college offer UG or PG programme in physical Education?

[ ] Yes No [√]

If yes,

a Year of introduction of the programme(s) (dd/mm/yyyy)
and number of batches that completed the programme [ ]

b NCTE recognition details (if applicable)
Notification No. N.A
Date N.A
Validity N.A

c Is the institution opting for assessment and accreditation of Physical Education Programme separately?

[ ] No
Yes

No

20 Number of teaching and non-teaching position in the Institution

Position	Teaching Faculty						Non-Teaching Staff		Technical Staff	
	Professor		**Associate Professor**		**Assistant Professor**					
	M	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**
Sanctioned by the UGC/University /StateGovrnment Recruited	**-**	**-**	**-**	**-**	**06**	**02**	**05**	**02**	**Nil**	**Nil**
Yet to recruit										
Sanctioned by the Management/Society or other authorized bodies recruited	**-**		**-**		**-**		**-**			
Yet to recruit										

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	**F**	**M**	**F**	**M**	**F**	
Permanent Address							
D.Sc./D.Litt.	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Ph.D.	**-**	**-**	**-**	**-**	**04**	**-**	**04**
M.Phil	**-**	**-**	**-**	**-**	**01**	**02**	**03**
PG	**-**	**-**	**-**	**-**	**01**	**-**	**01**
Temporary Teachers No							
Ph.D.	**-**	**-**	**-**	**-**	**-**	**-**	**-**
M.Phil	**-**	**-**	**-**	**-**	**-**	**-**	**-**
PG	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Part-time Teachers							
Ph.D.	**-**	**-**	**-**	**-**	**-**	**-**	**-**
M.Phil	**-**	**-**	**-**	**-**	**-**	**-**	**-**
PG	**-**	**-**	**-**	**-**	**-**	**-**	**-**

22. Number of visiting Faculty/Guest Faculty engaged with the college

No

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1(2011-12)		Year 2 (2012-13)		Year 3(2013-14)		Year 4 (2014-15)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	18	43	04	36	05	36	05	32
ST	22	18	22	06	32	12	19	15
OBC	30	33	02	30	04	26	03	27
General	23	75	01	39	04	38	04	54
Others	---	---	---	---	---	---	---	---

24. Details on students enrollment in the college during the current academic year 2015-16

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	296	Nil	Nil	Nil	296
Students from other states of India	10	Nil	Nil	Nil	10
NRI Students	Nil	Nil	Nil	Nil	Nil
Foreign Students	Nil	Nil	Nil	Nil	Nil
Total	306	Nil	Nil	Nil	306

25. Dropout rate in UG and PG (average of the last two batches)

UG	PG
Less than 3%	

26. Unit cost of Education
(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

a	Including the salary component	Rs. 16892304/306 = 55204
b	Excluding the salary component	Rs. 8275000/306 = 27042

27. Does college offer any programme/s in distance education mode of another University

Yes √

No

If yes,

a Is it a registered centre for offering distance education programme of another University

Yes √

b Name of the University Which has granted such registration.

N.A.

c. Name of programmes offered N.A.

d Programmes carry the recognition of the distance Education Council.

Yes No √

28 Provide-Teacher-student ratio for each of the programme/ course offered 1:40

29 Is the college applying for Accreditation

:

√ Cycle 1

Cycle 2

Cycle 3

Cycle 4

(Cycle 1 refers to first accreditation and Cycle2,Cycle 3 and Cycle 4 refer to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle4 and re-assessment only)

Not Applicable

Cycle 1: ……..(dd/mm/yyyy Accreditation

Outcome/Result……

Cycle 2:……..(dd/mm/yyyy) Accreditation

Outcome/Result……

Cycle 3:……..(dd/mm/yyyy) Accreditation

Outcome/Result……

- **Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.**

31. Number of working days during the last academic year.

225

32 Number of teaching days during the last academic year.
(Teaching days means day on which lectures were engaged excluding the examination days)

165

33 Detail regarding submission of Internal Quality Assurance Cell (IQAC)

- **IQAC 05-10-2015 (dd/mm/yyyy)**

The college IQAC was formed on 05.10.2015. The composition of IQAC is as under.

1	**Chairperson:**		**Abhilasha Sharda, Principal**
2	**Co-ordinator:**		**Dr.C.S.Mann**
3	**Member**	**:**	**Prof.Binny Ohri**
4	**Member**	**:**	**Prof Gurbux Rai**
5	**Member**	**:**	**Dr.Sanjeev Kumar**
6	**Member**	**:**	**Dr.Rajender Kumar**

External Members

1	**Sh.R.R.Rohi**	**:**	**Principal(Retd.)**
2	**Major Som Nath (Retd)**	**:**	**Social Activist**

34 Detail regarding submission of Annual Quality Assurance Report (AQAR) to NAAC.

Not Applicable

AQAR	**(i)**	**…….. (dd/mm/yyyy)**
AQAR	**(ii)**	**……..(dd/mm/yyyy)**
AQAR	**(iii)**	**……..(dd/mm/yyyy)**
AQAR	**(iv)**	**……..(dd/mm/yyyy)**

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

Science stream is going to commence w.e.f.June, 2016. The Government of Himachal Pradesh has issued a notification to this effect and the same has been received by the college.

CRITERION-WISE INPUTS

CRITERION-1

CURRICULAR ASPECTS

CRITERION 1:

Curricular Planning and Implementation
Vision, Mission and Objectives of the Institution

1.1 VISION:

1.1.1 True to its motto 'From darkness to light' SDWG Govt.College Beetan envisions enlightenment of its students through holistic education.

MISSION:

- To make students responsible citizens of India and the world at large.
- To inculcate in students a spirit of inquiry.
- To tap the full potential of students in all spheres of life.
- To impart good leadership qualities to students.
- To keep students updated with the latest trends in knowledge & technology.

OBJECTIVES:

- To instil self- confidence in students.
- To educate them to possess enough drive and initiative.
- To assess and evaluate students continously & comprehensively.
- To enable students to think independently, innovatively and inventively
- To infuse in students a true sense of patriotism.
- To make students sensitized towards the weak, poor and disadvantaged groups of society.
- To get students rid of the superstitions and think rationally.
- To educate them to have a cosmopolitan outlook towards life.

In order to give vide publicity, the vision of the college is displayed at the entrance of the college gate as well as on the front page of the college prospectus.

1.1.2. Action plans for Effective Implementation of the curriculum:

- **SDWG Govt.College Beetan is affiliated to the H.P.University, Shimla.Action plans for effective implementation of the curriculum are:**

- **An academic calendar is prepared in the beginning of the session as per the guidelines of the H.P.University Shimla. The entire schedule is published in the college prospectus.**

- **Each faculty submits its syllabus and other related activities in the beginning of semester.**

- **Regular tests, presentation and End Semester Exams are maintained by the faculty concerned.**

- **Time table is chalked out in advance with the consultation of the Principal.**

- **Remedial classes are conducted for the students belonging to the disadvantaged sections.**

- **Students problems are highlighted through the suggestion boxes.**

- **Spelling Bee is conducted by the English department.**

- **Different topics are given to the students by teachers in advance in addition to the prescribed syllabus.**

1.1.3. Support from the University/ Institution

- **Our college is affiliated to H.P.University Shimla.**

- **The syllabus/curriculum is prescribed by the H.P.University. Goals and objectives are achieved by the college as per the instructions given by the University from time to time.**

- **H.P.University, Shimla sends notifications to the college to keep in touch with the development in curriculum.**

- **The University conducts workshops and seminars from time to time. Teachers are oriented to the syllabus, question paper patterns and revised syllabi.**

- **The college teachers have online access to H.P.University, library.**

Support from the Institution:

- **The institution encourages the teacher to attend various seminars and workshop related to their subjects.**

- **Several institutions conduct refresher & orientation courses through UGC for the benefits of faculty members.**

1.1.4 Contribution of the college for Curriculum Delivery.

- **The college endeavours to upgrade its infrastructure to meet the emerging challenges in a high technology-driven world.**

- **The college implements the Academic Calendar as issued by the HP University Shimla.**

- **Book Bank facility is available for the financially disadvantaged students.**

- **The college organizes various in-house co-curricular activities.**

- **Some extra topics are given to the students to inculcate in them a spirit of inquiry and research.**

1.1.5 Institution Networking and Interaction with the University.

- **The college networks and interacts with the H.P.University Shimla through its Internal Quality Assurance Cell.**

- **The IQAC keeps track of the latest developments taking place in the University.**

- **The college is planning to start Industry interaction very soon.**

1.1.6 Contribution of the institution and its staff members to the Development of the curriculum by the University.

- **As the college is affiliated to the H.P.University, Shimla, the syllabus is framed by the University. Almost all the staff members are engaged in the University examination system as evaluators, supervisors, and invigilators etc. The college has a feedback system in place to meet the requirements of students. All the members of the staff implements the students' needs in their respective capacities. The Principal makes such requirements available to the University in different meetings held at the H.P.University, Shimla.**

1.1.7 Add-on Courses by the college

Not Applicable

1.1.8 Measures taken by the college to achieve the objectives:

- **In order to achieve the objectives of the curriculum all the stake-holders are involved.**

- **Before the commencement of each semester the teaching plan covering the entire syllabus is submitted by the teachers to the principal.**

- **There exists a feedback system whereby the suggestions of students and their parents are received for further improvement. Then the results of the students are minutely scrutinized in order to understand the actual performance of the students.**

- **For the encouragement and appreciation of students' achievement in various activities like academic, extra-curricular and sports, numerous awards and prizes have been instituted.**

1.2 Academic Flexibility:

Not Applicable

1.2.1 Certificate/Diploma Courses

Not Applicable

1.2.2 Programmes that facilitate twinning/ dual degree.

Not Applicable

1.2.3 Institutional Provisions to ensure Academic Flexibility

- **SDWG Govt.College Beetan offers Degree courses in Arts and Commerce stream at the Undergraduate level.**

- **A range of Major, Minor, Compulsory and General Interest/Hobbies options are offered to students as per the H.P.University, Shimla rules and regulations.**

- **CBCS (RUSA) system has been introduced since 2013-14 session.**

- **The college follows semester system of examinations under RUSA system.**

- **In order to provide more academic flexibility the classes of Science stream are also going to start w.e.f. June, 2016.**

1.2.4 Self-Financed Programmes.

Not Applicable

1.2.5 Additional Skill-Oriented Programmes

Not Applicable

1.2.6 Does the University provide for the flexibility of combining the conventional face-to– face and distance mode of education?

No

1.3 Curricular Enrichment

1.3.1 Supplementing the University Curriculum:

- **The Curriculum is framed by the H.P.University Shimla. The college makes all-out efforts to supplement the University's curriculum through innovative and novel pedagogical methods to achieve its stated vision and mission. It is the endeavour of each and every teacher of the college to make students more creative and original. Indigenously devised teaching methodology plays a pivotal role in enriching and supplementing University curriculum.**

1.3.2 Efforts made by the college to cope with the needs of the Dynamic Employment market.

- **Though it is not under the purview and jurisdiction of the college to modify or change the curriculum of the University to which it is affiliated yet earnest efforts are made to teach soft skills to students like Spoken English to enable them to compete in the dynamic employment market. Lectures are delivered to impart social, moral and cultural values to students to sensitize them to the needs of society.**

1.3.3 Efforts made by the institution to integrate the cross cutting issues such as gender climate change, Environmental Education, Human Rights, ICT etc.,into the curriculum.

- **SDWG Govt college has set up a Women Development Cell which conducts various programmes to counsel students on gender issues. The college has Anti-Sexual Harassment cell which is always ready to address any harassment related problem. This objective is achieved through awareness campaign including Slogan Writing, Posters, Mehndi Competition, Teaching Self-Defense, Discussion on Current Affairs of Sexual Harassment "Beti Bachao, Beti Padhao" campaign.**

- **Every year the college observes environment day. Students are sensitized to the burning issue of Global warming. To achieve this mission the college NSS undertakes plantation in and outside the college campus. The college makes every effort to provide clean and safe drinking water to students.**

- **The college has an NSS unit which is very active and alive to the requirements of the society.During its 7-day special camp, an awareness campaign is launched to educate people about 'human rights'. Egalitarianism is stressed upon in all spheres of life without any discrimination on the basis of gender, caste, creed, religion or region. The NSS Unit conducts special rallies like, "Beti Bachao, Beti Padhao" to the various villages adjoining the college.**

1.3.4 Value-Added courses/enrichment programmes to ensure holistic development.

- **The college lays special stress on the inculcation of moral, social and cultural values among students. The college offers courses like Environment Science, Leadership Style, under the G.I. & Hobby courses. Clean air clean water are primary needs of human being. Good leadership quality taught to our students make them really good citizens. In addition to IQ the college pursues its mission of enhancing the EQ(Emotional Quotient) of students as well. This apart, during the NSS camps 'Silence Sessions' are held for the spiritual enrichment of students.**

- **The alumni of the college inform the students of the changing employment scenario. This is a great value addition in making the students ready to meet the challenges of the modern employment market.**

- **The college observes all the statutory National & Statehood days as recommended by the HP University and the Government of Himachal Pradesh to uphold the moral, social and cultural values.**

1.3.5 Use of the feedback :

- **The feedback of all types is obtained from all the students in general and the college SCA in particular.**

- **The college has an active OSA (Old Students Association). These alumni give very useful suggestions for the betterment of the college.**

- **The College PTA also plays a very crucial role in so far as the obtaining of feedback is concerned. After minutely scrutinizing the feedback given by the students, OSA and PTA, the same is used for further improvement of the college.**

1.3.6 Monitoring Enrichment Programming:

- **The enrichment of any programme is monitored by all the stakeholders– students, OSA, parents, teachers and the Principal of the college.**

1.4 Feedback System:

1.4.1 Contribution of the Institution in the design of University curriculum and curriculum Enhancement.

- **As the curriculum is designed and developed by the HPU Shimla, the college contributes in this process by bringing the shortcomings to the notice of the University after obtaining the feedback from all the stakeholders.**

1.4.2 Formal Mechanism to obtain feedback:

- **SDWG Govt.College Beetan is affiliated to the HP University, Shimla, and follows its prescribed curriculum. The college is going to start the process of a formal mechanism to obtain feedback very soon. However, as of now, the college gets the entire feedback from the students and other stakeholders informally.**

1.4.3 New programmes/courses Introduced by the Institution:-

- **The stream of Commerce was started in 2014. The reason for its introduction was the huge demand of the students passing out from adjoining +2 schools of the area.**

Any other relevant information:

- **The Science stream classes are going to commence w.e.f. June 2016.The College has already received a notification issued by the Govt. of H.P. to this effect.**

CRITERION II:

Curricular Planning and Implementation

CURRICULAR ASPECTS

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and profile:

2.1.1 How does the college ensure publicity and transparency in the admission process?

- **SDWG Govt.College Beetan publishes its prospectus every year containing information on all the vital aspects.A detailed profile of the college is given.The admission process is absolutely transparent. The college strictly follows the rules and regulations laid down by the H.P.University, Shimla /H.P.Govt. Cut off lists are displayed prominently in the college. We provide complete information about all the activities of the college like co-curricular, extra-curricular scholarships, prizes, sports, exam schedules, etc.Admission related advertisement is given well in advance in the local newspapers.**

2.1.2 Explain in detail the criteria adopted and process of admission (Ex.(i) merit (ii) common admission test conducted by state agencies and National agencies(iii) Combination of merit and entrance test or merit , entrance test and interview)iv) any other) to various programmes of the institution.

- **The college follows the standard process prescribed by the H.P.University Shimla/H.P.Govt. Seats are given on the basis of merit. Marks obtained in 10+2 form the basis of merit. Reservation policy is followed as per the instructions of University /H.P.Govt. We have an Admission Committee to supervise the process of admission. The committee takes care of the interest of the students belonging to the reserve categories.**

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

- **Admission rules and Eligible Conditions for U.G.Classes**

A student who has passed 10+2 examination or an equivalent course can get admission in the first year degree course, if he/she fulfils the ELIGIBILITY CONDITIONS given below:-

A candidate seeking admission to the 1st semester BA/B.Sc./B.Com.(Pass) must have passed 10+2 or an equivalent examination of a Board/University with pass in five subjects including English.

The candidate should not have attained the age 23 years (boys) and 25 years(girls)on 1st July of the year of admission to BA/B.Sc./B.Com. A relaxation of 3 years in age limit is applicable to the candidates belonging to SC/ST category.

Minimum percentage of marks obtained at 10+2 level required for admission is:-

B.A. (Pass)		**33%**
B.Sc. (Pass)		**45% (Medical and Non Medical)**
B.Com.(Pass)	**i)**	**45%**
	ii)	**40% for those who have passed examination under commerce group at 10+2 level**
	iii)	**33% for the girls irrespective of their categories.**

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

- **The college has an Admission Committee which looks into matters related to the admission process. Students profile from the very 1st semester to the sixth one is maintained and updated from time to time. The college**

monitors the academic growth and attendance of students. Students who excel in any field i.e. academic, sports, curricular activities, etc. are encouraged by giving them bonus marks at the time of admission in the following semester as per the rules of HPU/HP Govt.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- SC/ST
- OBC
- Women
- Differently able
- Economically weaker sections
- Minority community
- Any other
- The college is affiliated to the HP University Shimla and we strictly adhere to the rules and regulations in r/o reservation as laid down by the HP University. Our student's profile demonstrates the diversity of our college in education. The students from the state of Punjab are also getting education in this college. The admission committee formed for this purpose specially takes care of the underprivileged, the students belonging to the reserve categories SC/ST/OBC, EWS,etc.are given scholarship and fee concession as per the rules and regulations of the Himachal Pradesh Government .

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. Reasons for increase / decrease and actions

Initiated for improvement.

Programmes UG	Number of applications	Number of students admitted	Demand Ratio

1 2011-12 2 2012-13 3 2013-14 4 2014-15 5 2015-16	BA 138 BA 142 BA 140 BA 159 B.Com 49 BA 188 B.Com 118	138 142 140 159 49 188 118	From 2011-12 to 2015-16 100% admission demand is met by the college
PG 1 2 3	Nil	Nil	Nil
M.Phil	Nil	Nil	Nil
Ph.D.	Nil	Nil	Nil
Integrated PG Ph.D.	Nil	Nil	Nil
Value added 1 2 3	Nil	Nil	Nil
Certificate 1 2 3	Nil	Nil	Nil
Diploma 1 2	Nil	Nil	Nil
PG Diploma 1 2 3	Nil	Nil	Nil
Any other 1 2 3	Nil	Nil	Nil

- Prior to 2014, the college offered only the Arts stream. In 2014, the Commerce stream was started in the college. In June 2014, 42 students opted for commerce and in June 2015, 62 students took admission in B.Com 1st Semester. This shows an ever- increasing upward trend for the stream of Commerce as compared to Arts.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

- **The college is very much alive to the needs of the students who are differently-abled. The college does not have any challenged students. However, all the teachers and students are always ready to extend any help if such an eventuality arises in the future. The college ensures that all existing structure as well as future construction projects in the campus are made disabled-friendly. The college has special facilities such as ramp, wheel chair and railing, etc. to meet the special needs of differently-abled students.**

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

- **Such provision does not exist as yet.**

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

- **In order to bridge the knowledge gap of the enrolled students, the college conducts classes for the academically weak students. The students' weakness in any subject is identified through the class-room tests by the subject teachers. The college chalks out the time-table accordingly.**

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

- **The college has Women Cell that specially makes the students gender-sensitive. Sexual harassment is a grave violation of human rights. It is gross infringement on life and liberty. The college Women Cell ensures equality of all the students. The college adopts a policy of all inclusiveness. Lectures are delivered to empower especially the girl students. The college is ready**

to swing into action if any thing untoward happens. However, no such case has been reported so far in the college.
The college launches various campaigns to keep the environment clean and conducive to studies. The college NSS keeps planting different trees and flowers in the college campus and in its vicinity.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- **All the students are assessed at different levels through class tests and University exams. The faculty guides and monitors the student's performance very closely. Students who are very bright, talented and hard-working are given special questionnaires to solve them. These questions are generally of higher I.Q. More intelligent students are asked to read and solve problems which are not prescribed in their syllabus.**

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

- **The college has constituted Admission Committee, Counseling Cell and Examination Committee to collect the figures of all types of academic performance of the students. The faculty conducts remedial classes for the students who are otherwise underprivileged to improve their academic performance.**

2.2 Teaching-Learning Process:

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

- **The college is affiliated to the H.P.University, Shimla. It follows**

evaluation policy as prescribed by the University. The academic calendar is published well before commencement of the session. The entire teaching plan is prepared in the beginning of the session. The faculty members make their contribution by implementing the entire process of teaching, learning and evaluation. Academically, students are encouraged to browse extra relevant material in the library at their own level. Hence, all the planning and the execution of teaching, learning and evaluation schedules are implemented by the college very effectively. All the teaching-learning and evaluation schedules are thoroughly discussed with the Principal before their final implementation.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

- **The college has recently formed IQAC which is contributing hugely to improve the teaching learning process. It is the endeavour of the IQAC to ensure that the quality of teaching learning gets improved through various activities. It ensures that all the students of the college should have access to internet facility provided by the college. The feedback is obtained from the students and parents to improve the teaching-learning process.**

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

- **The college gives priority to make learning more and more student-oriented. The active participation of students in all the activities like group discussions, competitions, debates and quizzes, skits and other co-**

curricular and extra-curricular activities is ensured. The students are encauraged to discuss and express their views freely. So that they become creative writers and speakers. The Principal interacts with the SCA members regularly and they discuss the changes they would like to see in the college with regard to the prevalent teaching methods. The teachers make it a point to provide the students all the necessary learning material to use beyond the classroom teaching.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

- **SDWG Govt.College Beetan stresses on the active participation of students in all the activities of the college -------- academic, co-curricular, extra-curricular, sports etc. Students are encouraged to express their creativity through writing in college magazine 'Jagriti'. An effort is made to make the students sharpen their critical faculties by participating in activities like debates, quizzes and declamation contests etc. The department of English time and again arranges Spelling-Bee events to hone their linguistic skills. It is one of the stated objectives of the college to get students rid of superstitions and to make them think rationally, logically and scientifically.**

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

- **The college is well connected with internet facility. The computer lab is playing a very vital role in giving students the required access to remain updated with the recent knowledge, innovation and technology .Students can access college library which is well equipped with text books,**

reference books, newspapers, journals, magazines and computers.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

- **The students and faculty are exposed to advanced level of knowledge mainly via the internet facility available in the college. The teachers attend various seminars, orientation courses, refresher courses and workshops etc. for the content enrichment and learning various pedagogical techniques. Students are encouraged to visit various industrial units which are located in the vicinity of the college.**

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

- **The college has counseling cell, career guidance and placement cell to provide psychological support and guidance to the needy students. The college emphasizes on teaching the students who are weak in their subjects due to their poor educational & financial background by arranging for remedial classes in the college. The time-table is chalked out keeping in view the needs of the students who are otherwise weak.**

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

- **In order to make college students knowledgeable various innovative teaching learning processes are adopted. The help of internet is presently sought. Maximum use of black board is ensured. Teachers use approaches in teaching like lectures, discussion and taking feedback. The focus is on the latest trends and techniques and so that students do not lag behind from getting exposure to any field.**

2.3.9 How are library resources used to augment the teaching- learning process?

- **The college has a well equipped library with intelligent staff. The library staff aids the faculty as well as the students in readily providing teaching material as and when required. All the prescribed text books along with reference books are provided to the students. The library remains open on all days barring Sundays and other gazetted holidays. For the underprivileged students, the book-bank facility is available.**

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

- **Generally, there is no problem in completing the syllabus. However, even if the syllabus of any subject is difficult to complete within the stipulated time , the teachers do manage to complete the syllabus satisfactorily by taking extra classes of the students.**

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- **Quality teaching has always been the top priority of our college. Quality of teaching learning is monitored and evaluated by having feedback from all the stakeholders – students, parents and teachers. Under CBCS (RUSA) system, the appraisal and performance is done under performance based appraisal system (PBAS).**
  Then the quality of teaching-learning is assessed by the IQAC which comprises of highly educated teachers.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by

the college in planning and management(recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

- **Strategies adopted in planning management of human resources to meet the changing requirement of the curriculum, the recruitment of college teachers is done by the Govt. of Himachal Pradesh and the UGC scales are given to them. The college has a highly qualified staff. Their qualifications are given in the table below:**

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent Teacher							
D.Sc./D.Litt	-	-	-	-	-	-	-
Ph.D	-		-	-	04	--	04
M.Phil	-	-	-	-	01	02	03
PG	-	-	-	-	01	--	01
Temporary Teacher							
Ph.D	-	-	No	-	-	-	-
M.Phil	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-
Part Time Teacher							
Ph.D	-	-	No	-	-	-	-
M.Phil	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

a) Nomination to staff development programmes

2011-12

2011-12		**Nil**	**Nil**	**Nil**	**Nil**	**Nil**	**Nil**	**Nil**
2012-13		**Sunita Rani**	**Librarian**	**Library Science**	**Orrientation Programme**	**01-09-12 to 28-09-12**	**ASC Punjab University Chandigarh**	**Grade 'A'**
2013-14		**Nil**	**Nil**	**Nil**	**Nil**	**Nil**	**Nil**	**Nil**
2014-15		**Dr.C.S.Mann**	**Assistant Professor**	**English**	**Orrientation Programme**	**25-11-14 to 22-12-14**	**ASC Punjab University Chandigarh**	**Grade 'A'**
		Abhilasha Sharda	**Principal**	**Mathematics**	**Workshop Capacity Building in Financial Administratio**	**02-11-15 to 05-11-15**	**HIPA, Shimla**	**N.A.**

		Dr.Rajender Kumar	Assistant Professor	Sanskrit	Refresher Course		G.N.D.U.Amritsar	Grade 'A'
		Sunita Rani	Librarian	Library Science	One Week Training & Operation of SOUL 2.0	16-02-15 to 21-02-15	INFLIBNET Centre Gandi Nagar Gujarat	N.A.
		Sunita Rani	Librarian	Library Science	One day National Seminar	03-04-15	Baddi University Distt.Solan H.P.	N.A.
		Sunita Rani	Librarian	Library Science	60th ILA International Conference	08-04-15 to 10-04-15	Punjab University Chandigarh	N.A.
		Sunita Rani	Librarian	Library Science	Refresher Course	04-05-15 to 23-05-15	Punjabi University Patiala	Grade 'A'

b) **Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

- **Teaching learning methods/approaches**
- **Handling new curriculum**
- **Content/knowledge management**
- **Selection, development and use of enrichment materials**
- **Assessment**

- **Cross cutting issues**
- **Audio Visual Aids/multimedia**
- **OER's**
- **Teaching learning material development, selection and use**

No

c) **Percentage of faculty**

Invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies

- **No**

Participated in external Workshops / Seminars / Conferences recognized by national/ international Professional bodies

No

Presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.

- Dr.Rajender Kumar, Assistant Professor of Sanskrit, presented one paper at the International level and three at the National level as per the details given below:

INTERNATIONAL LEVAL

Sr. No.	Name of Teacher	Designation	Title of Paper	Name of Journal	ISSN	
1	Dr.Rajender Kumar	Assistant Professor	UPNISHIDHIC ADHITYAMIC CHINTAN	PRACHYAVIDYANU SANDHANM	0974-5866	

NATIONAL LEVEL

Sr. No.	Name of Teacher	Designation	Title of Paper	Name of Journal	ISSN	
1	Dr.Rajender Kumar	Assistant Professor	UPNISHIDON MEIN VARANIT MANAV-JEEWAN DARSHAN	PARIPREKSYA	2278-0602 Vol. XVI	
2	Dr.Rajender Kumar	Assistant Professor	MANAV JEEWAN KE LAKSYA: PURUSHARATH CHATUSHTYA	PARIPREKSYA	2278-0602 Vol. XVII	
3	Dr.Rajender Kumar	Assistant Professor	UPNISHDON MEIN VARNIT ACHAR VA NAITIK SHIKSHAYEIN	ANUSILANA	0973-8762 Vol. LXIV	

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

- **The college endeavours to enhance development of faculty. It encourages the teachers to attend Seminars, Workshops, Refresher courses, Orientation courses, etc. The college also encourages the faculty to pursue research work like M.Phil and Ph.D.**

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

No

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Not Yet

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- **The college publishes the prospectus every year containing information on all the aspects like admission, fees, and examinations,etc. The process of evaluation is clearly printed in the prospectus for information of all the stakeholders including the students & parents. The college displays the format of evaluation process prominently. The notice board and creation with announcement by staff members help make the students aware of the evaluation process.**

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

- **Since the college is affiliated to the H.P.University, Shimla it cannot initiate reforms on its own. The college follows the changes or reforms if any as made by the University. At present, the University has switched over from the annual system of examination to the semester system. The University has changed the entire syllabus under CBCS (RUSA) system and the same is framed by the college since 2013-14 session. However, the college holds staff meetings regularly and suggestions regarding any change or reform are sent to the University through thePrincipal for consideration of the same.**

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

- **Evaluation reforms of the H.P. University, Shimla to which the college is affiliated are implemented in toto by the college. The college has formed various committees for the proper implementation of the evaluation like Exam Committee, Grievance Redressal Cell, and IQAC, etc.The entire process of effective implementation of the evaluation reforms is overseen by the Principal.**

2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

- **The formative as well as the summative assessments are adopted as per the prescribed procedure by the H.P.University. Proper feedback is obtained from the students. The staff members also give their comments after the examination is over.**

- **The class tests, Mid-Term Tests followed by the End Semester Examinations invariably positively impacts students' performance and achievement. For example, students' performance in the classroom tests lead to their improvement in Mid-Term Tests and similarly, students performance in the Mid-Term Tests lead to their improvement in the End Semester Examinations conducted by the H.P.University, Shimla itself.**

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weight ages assigned for the overall development of students (weight age for behavioral aspects, independent learning, communication skills etc.

- **The H.P.University shifted from the annual system of examination to**

the semester system under CBCS (RUSA) from the 2013-14 session. Since then, the entire process of examination /evaluation/assessment has been changed and presently the Internal Assessment process has been made even more transparent.Now the students have the option to see their answer books for themselves if they are not satisfied with their scores. The marks for Internal Assessment are given as under.

1	**Attendance**	**= 5**
2	**Assignment (Discussion, debate, quiz,etc.)**	**=10**
3	**Mid- term test**	**=15**
4	**The ratio of annual exam and Internal**	
5	**Assessment as of now is:**	**= 70 : 30**

2.5.6 What are the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

- **The college lays stress on moulding students to become responsible citizens. The students are given the required skills like awareness of environment protection and helping the underprivileged classes. Students are specially sensitized towards the gender-based issues. It is the endeavour of the college to imbue the above said attributes through the NSS. Making students responsible citizens is one of the main objectives to achieve the vision of the college.**

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

- **Then college offers guidance to the students at the various levels. The college staff is always ready to help students. Students can ask for a**

photo copy of their answer books if they are not satisfied with their marks. They can apply for re-evaluation. The college has a Grievance Redressal Cell which can be approached by the students for the redressal of their complaints both at the college and the University level. Hence, the redressal of grievances is open to all the students.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

- **The college holds Annual Prize Distribution Function every year. All those students who have achieved merit in any field like academic, co-curricular, extra-curricular, etc.are given prizes by the Chief Guest. The student securing 1st & 2nd position in the college are felicitated by the Chief Guest on the stage. The college awards prizes for toppers in all streams. Prizes are given for activities like cultural, sports, NSS, etc. The students are made aware of the performance and learning outcomes through our prospectus and notices from time to time.**

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

- **The college monitors and communicates the progress and performance of students through the duration of the course through result cards issued to the students. The progress of students of their classroom tests is conveyed to their parents through cards specially printed for this purpose. Similarly, the report cards containing student's performance in the mid-term tests are conveyed to the parents. The monitoring progress and performance of the students is done by the college faculty. The college keeps track of students' activities and performance since their admission in the 1st semester till the End Semester Examinations.**

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- **The college monitors and guides the students who have difficulty in keeping up with other students in the class. The college has well organized teaching, learning and assessment strategies. The mid-term test and assignments are conducted by the college strictly in accordance with the provisions laid down by the H.P.University, Shimla. The college is planning to introduce new techniques like ICT to facilitate the achievements of the intended learning strategies in the best interest of the students.**

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude?
Developed among students etc.) of the courses offered?

- **Measures and initiatives to enhance the social and economic relevance of the courses offered:**
  The college makes all out efforts to enhance the social and economic relevance of the courses as offered by the University. All the teachers along with the members of the non-teaching staff make it a point to ensure that the programmes launched by the University are implemented in letter and in spirit.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- **All the members of teaching and non-teaching staff keep the record of the profile of the students. The faculty analyses the results after every examination. Accordingly, remedial and extra classes are held to help the needy students.**

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

- **The college has a continuous and comprehensive evaluation process in place regarding the student's achievements. This Continuous and Comprehensive Assessment (CCA) is made as per the guidelines issued by the University.**
  The college gets the desired outcomes from the students through providing the remedial and extra-classes for the weaker students. The college spares no effort to encourage the students to put in extra efforts to achieve the targets they have fixed for themselves.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

- **Though at present there is no such formal mechanism to use assessment outcomes as an indicator for evaluating student performance yet there emerges an image of the student in the teacher's mind from the general behaviour and academic or extra-curricular activities which can be used for tapping the potential of the student.**

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

- **No**

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

- **No**

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

Nil

- **autonomy to the principal investigator**
- **timely availability or release of resources**
- **adequate infrastructure and human resources**
- **time-off, reduced teaching load, special leave etc. to teachers**
- **support in terms of technology and information needs**
- **facilitate timely auditing and submission of utilization certificate to the funding authorities**
- **Any other**

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

- **Inculcating scientific temper among the students is one of the stated objectives of the college. All the teaching staff try their level best to get the students rid of superstitions, blind faith and irrationality. They are instructed to think logically, rationally and scientifically.**

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

- **Dr.C.S.Mann Assistant Professor of English of this college guided one Ph.D. from the H.P.University, Shimla in 2014. The Ph.D. degree has been awarded to the Research Scholar.**
- **Principal, Abhilasha Sharda, is pursuing her Ph.D. in the subject of Mathematics from the H.P.University, Shimla.**
- **Dr.Sanjeev Kumar Assistant Professor of Hindi was awarded Ph.D. degree in the subject of Hindi by MANONMANIAM SUNDARANAR University, TIRUNELVELI (Tamil Nadu) in 2015.**

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

Nil

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

- **Nil**

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Nil

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

Nil

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of Research of the institution and elsewhere to students and community (lab to land)

Nil

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research?

Give details of major heads of expenditure, financial allocation and actual utilization.

Nil

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

Nil

3.2.3 What are the financial provisions made available to support student research projects by students?

Nil

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Nil

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Nil

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

Nil

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects						
Major projects						
Interdisciplinary projects						
Industry sponsored						
Students' research projects						
Any other (specify)						

Not Applicable

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

Nil

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Nil

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

Nil

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

Nil

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

Nil

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

Nil

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

Nil

- **Patents obtained and filed (process and product)**

- **Original research contributing to product improvement**

- **Research studies or surveys benefiting the community or improving the services**
- **Research inputs contributing to new initiatives and social development**

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Nil

3.4.3 Give details of publications by the faculty and students:

- **Publication per faculty**

- **Number of papers published by faculty and students in peer reviewed journals (national / international)**

- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.**

- Monographs
- Chapter in Books
- Books Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- SNIP
- SJR
- Impact factor
- h-index

- Dr.Rajender Kumar, Assistant Professor of Sanskrit, presented one paper at the international level and three at the National level as per the details given below:

INTERNATIONAL LEVEL

Sr. No.	Name of Teacher	Designation	Title of Paper	Name of Journal	ISSN	Place of Publication	Date of Publication	Page/s
1	Dr.Rajender Kumar	Assistant Professor	AUPNISHIDHIC ADHIYATMIC CHINTAN	PRACHYAVID YANUSANDH ANM	0974-5866	Meerut	Jul-Dec2015	24-29

NATIONAL LEVEL

Sr. No.	Name of Teacher	Designation	Title of Paper	Name of Journal	ISSN	Place Of Publication	Publication	Page/s
1	Dr.Rajender Kumar	Assistant Professor	UPNISHIDON MEIN VARANIT MANAV-JEEWAN DARSHAN	PARIPREKSY A	2278-0602 Vol. XVI	Ranchi	April 2014	265-70
2	Dr.Rajender Kumar	Assistant Professor	MANAV JEEWAN KE LAKSYA: PURUSHARATH CHATUSHTYA	PARIPREKSY A	2278-0602 Vol. XVII	Ranchi	April 2014	293-97
3	Dr.Rajender Kumar	Assistant Professor	UPNISHDON MEIN VARNIT ACHAR VA NAITIK SHIKSHAYEIN	ANUSILANA	0973-8762 Vol. LXIV	Varanasi	Nov-2015	111-18

3.4.4 Provide details (if any) of

Nil

- **Research awards received by the faculty**
- **Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **Incentives given to faculty for receiving state, national and international recognitions for research contributions.**

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

Nil

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Nil

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

Nil

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Nil

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Nil

3.6 Extension Activities and Institutional Social Responsibility(ISR)

3.6.1 How does the institution promote institution-neighbourhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

- **The college promotes institution-neighborhood community network and student engagement. The NSS unit of the college contributes to good citizenship, service orientation and holistic development of students in a big way.**

3.6.2 What is the Institutional mechanism to trackstudents' involvement in various social movements / activities which promote citizenship roles?

- **The college has very active NSS unit which track students involvement in various social movements. Hence, citizenship roles are promoted. Other extension activities are undertaken in tandem with the OSA as well as the PTA.**

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

- **The college solicits the perception of stakeholders on the performance and quality of the college through students, parents,OSA and other active members of the society.**

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

- **The college is affiliated to the H.P.University Shimla. The budget for extension activities like NSS is provided by the HP Govt. The budgetary details for the last four years are as under:-**

	Regular	Special Camp	Total		
2011-12	Rs.18000	Rs.18000	Rs.36000		
2012-13	Rs.18000	Rs.18000	Rs.36000		
2013-14	Rs.18000	Rs.18000	Rs.36000		
2014-15	Rs.18000	Rs.18000	Rs.36000		

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

- **The college promotes the students and faculty in extension activities by making them aware of the existence of NSS in the college in the very beginning of the academic session. The students of NSS are given NSS participation certificates as per the provision laid down by the H.P. University, Shimla.**

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

- **The college ensures social justice and empowers students from underprivileged and vulnerable section of society through extending help by its NSS unit. The NSS undertakes various social welfare activities in the rural area during its seven-day camps. The NSS volunteers educate people about the issues like importance of cleanliness, education of the girl child, "Beti Bachao Beti Padhao "abhiyan, dowry system, blood donation,etc. People are informed about various schemes launched by the Government for the benefit of the underpreviliged and vulnerable sections of society.**

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

- **The College NSS extends its activities throughout the year and this way the students get a lot of exposure to the needs and difficulties faced by the society. Thus, they also learn how to solve the problems confronted by the people. This entire exercise instills in students a sense of responsibility, discipline and regularity which plays a very crucial role in enhancing the academic, learning and development of other skills.**

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

- **The college ensures the involvement of the community in its reach out activities through its NSS camps.**

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- **The college carries out its various outreach and extension activities by forging constructive relationship with other institutions of the locality like PWD,IPH,Electricity department, Local panchayats, department of health, local police and other institutions of administration.**

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Nil

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Not yet

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

Not yet

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

Not yet

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the
last four years.

Not yet

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

Not yet

a) Curriculum development/enrichment b) Internship/ On-the-job training

c) Summer placement

d) Faculty exchange and professional development

e) Research

f) Consultancy

g) Extension

h) Publication

i) Student Placement

j) Twinning programmes

k) Introduction of new courses l) Student exchange

m) Any other

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

Not yet

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

- **SDWG Govt.College Beetan has adopted a policy in creating an environment conducive to the needs of the students. The college envisions holistic educational development and follows its motto "From darkness to light" consistently. All the faculty members of the college in collaboration with the IQAC leave no stone unturned to create and enhance the infrastructure to facilitate effective teaching and learning.**
The college has a state-of-the-art newly constructed three-storey building with more than fifty rooms including laboratories for Chemistry, Physics, Biology, Zoology and Computer,etc.

4.1.2 Detail the facilities available for:

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

- **The college has 50 spacious rooms all in single block for the streams of Arts, Science and Commerce. There are modern labs for Science stream.**

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

- **There are separate rooms for sports, NSS,NCC,Cultural activities, health, gymnasium, canteen, etc .**
  Details of the facilities available in the college as per the para (a) and (b) are as under:

(1) Ground Floor

Total covered Area=2100 Sqm

i)	Entrance Hall	01
ii)	Administration Branch	01
iii)	Class rooms	04
iv)	Chemistry Labs	02
v)	Stair	
vi)	Lecture Hall	02
vii)	Gents Toilet	01
viii)	Ladies Toilet	01
ix)	Museum for Botany	02
x)	N.C.C. officer room	01
xi)	N.S.S. officer room	01
xii)	Sports room	01
xiii)	Foyer Lobby	01

(2) 1st Floor

Total covered Area=2100 Sqm

i)	Principal room	01
ii)	Class room	04
iii)	Ladies Toilet	01
iv)	Gents Toilet	01
v)	Store	01
vi)	Lecture Hall	02
vii)	Zoology Lab	02
viii)	Music room	02
ix)	Psychology room	01
x)	Common room	01

(3) 2nd Floor

Total covered Area=2100 Sqm

i)	Staff room	01
ii)	Class room	01
iii)	Cultural Activity room	01
iv)	Physics Lab	02
v)	Lecture Halls	02
vi)	Audio Visual room	01
vii)	Library	01
viii)	Reference room	01
ix)	Store	01
x)	Computer room	01
xi)	Gents Toilet	01
xii)	Ladies Toilet	01
xiii)	Home Science room	01
xiv)	Geography room	01
xv)	Pantry room	01

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

- **Facilities developed and the amount spent during the last four years. Master plan of the institution enclosed as per annexure.**

Amount spent in the last four years

	Renovation Carried Out	Amount Spent	Facilities Provided			
11-12	New college building was constructed and completed in 2011 by the H.P.Govt.	Rs.7,28,52,000				
12-13	-	-	-	-	-	-
13-14	Construction of road from College gate up to the college entrance .	Rs.4,60,000				
	ble steel shutter & grills and for the construction boundary wall.	Rs.21,50,000				
14-15	Construction of gymnasium	Rs.34,75,000				

Note: (i) New college building was constructed and completed in 2011 and the classes along with the administrative offices were shifted from the old building to the new one on 01-08-2011.

Note:(ii) The old college building is presently temporarily used by the H.P. Govt. run ITI, Pubowal which on the completion of its own building at Pubowal will shift from the campus of this college. It is hereby mentioned that 14 spacious rooms and a separate Administrative Block comprising Principal Office, Superintendent Office and Staff Room in the old building of the college are over and above the newly constructed state of the art building. For details refer para 4.1.2.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

- **There is no physically challenged student in the college. However, in case, there arises the need, the college has the following facilities:**

- ## Wheel- chair:

The college provides a wheel-chair at the entrance of the college building for convenient use for disabled students .

- ## Ramp:

The college provides a ramp at the entrance of the building for easy movement of the physically challenged students.

- ## Railing:

The entire college building is fitted with railings so that the physically disabled students or staff may move up and down without any difficulty .

4.1.5 Give details on the residential facility and various provisions available within them:

- **Not yet**
- Hostel Facility – Accommodation available
- Recreational facilities, gymnasium, yoga center, etc.
- Computer facility including access to internet in hostel
- Facilities for medical emergencies
- Library facility in the hostels
- Internet and Wi-Fi facility
- Recreational facility-common room with audio-visual equipments
- Available residential facility for the staff and occupancy
  Constant supply of safe drinking water
- Security

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

- **On the campus : A first aid kit is available for quick relief in case of any medical emergency for students & staff.**

Off the campus: SBDW Charitable Hospital Jakhewal is located within 1-4 Kms.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- **There are separate rooms available for units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc. in the college in its new building.**

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

- **Yes, there is an Advisory Committee for the library headed by the Principal consisting of two faculty members, librarian and Assistant Librarian. The committee approves the budget and devises ways to use the money for the benefit of the students.**

4.2.2 Provide details of the following:

- Total area of the library (in Sq. Mts.) **?**
- Total seating capacity 680
- **Working hours:**

The library remains open on all working days from 10 AM to 5 PM except Sundays and Gazeted holidays as by thy Government of Himachal Pradesh.

- Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)

- **ReadingRoom.**
- **Reference Room**
- **CirculationSection**

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- **The college library ensures purchase and use of current titles, print and other materials as per the H.P.Govt./H.P.University norms.**

Library holdings	Year -2011-12		Year-2012-13		Year – 2013-14		Year-2014-15	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	07	Rs.610	Nil	Nil	15	Rs.2814	1764	Rs.257903
Reference Books	01	Rs.55	Nil	Nil	02	Rs.530	105	Rs.39435
Journals/ Periodicals	06	Rs.410	03	Rs.210	09	Rs.655	12	Rs.915
e-resources	--	--	--	--	--	--	--	--
Any other (specify)	--	--	--	--	--	--	SOUL Software	Rs.33500

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC

- 2 PCs are provided to access opac
- Electronic Resource Management package for e-journals

Not Yet

Federated searching tools to search articles in multiple databases

Not Yet

Library Website

Not Yet

In-house/remote access to e-publications

Through e – net

Library automation

- SOUL Software has been applied for library automation

Total number of computers for public access

02

Total numbers of printers for public access

- 01

Internet band width/ speed (GB) 2mbps10 mbps 1 gb

Institutional Repository

- 582 numbers of books in library book bank.

Content management system for e-learning

Not yet

Participation in Resource sharing networks/consortia (like Inflibnet)

- Not Yet

4.2.5 Provide details on the following items:

Average number of walk-ins

- 40 students

Average number of books issued/returned

- 25

Ratio of library books to students enrolled

- 18:1

Average number of books added during last three years

- 630

Average number of login to opac (OPAC)

- Nil

Average number of login to e-resources

Nil

Average number of e-resources downloaded/printed

Nil

Number of information literacy trainings organized

Nil

Details of "weeding out" of books and other materials.

Nil

4.2.6 Give details of the specialized services provided by the library

Manuscripts

Nil

Reference

- Reference services are provided by the library

Reprography

- Copying Services are provided.

ILL (Inter Library Loan Service)

Not Yet

Information deployment and notification (Information Deployment and Notification)

Download

Nil

Printing

Printing facility is provided to the students and staff in the library.

Reading list/ Bibliography compilation

Bibliography is duly compiled by the library

In-house/remote access to e-resources

Nil

User Orientation and awareness

- User orientation and awareness is provided through book exhibitions, lectures on new arrival of books
- Assistance in searching Databases

Assistance is provided to students and staff in searching databases.

INFLIBNET/IUC facilities

Not yet

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- **The library staff provides all types of support to the students and teachers in respect of text books, reference books, magazines, journals and other much-needed material.**

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

- **There is no visually or physically challenged student or teacher in the college. However, the library staff is ready to help such persons on priority basis in case such an eventuality arises in future.**

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

- **Yes, the library gets informal feedback from all the stakeholders like students and teachers etc.**

The library staff makes improvement as per the suggestions given by the students and teachers.The library invites suggestions from its user for making improvements in its services by displaying notices on the NOTICE BOARD of the college.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- **The college provides computer and internet facility to the students and staff to keep them updated with the emerging new knowledge and technology. The details of computers are given below:**

Sr.No.	Discreption	UM	Qty	Price	Type	Amount
1	VT/M/CORE154440/4GB/500	PC	05	35850	UX.VJSSI.184	179250
2	V206HQLqb19.5H16:9 5ms	PC	05	5400	UM.IV6SS.005	27000
3	DLink 16Port Eth 10/100M	PC	01	2340	5W.69178.764	2340
4	Resolution :1280x800 WXGA	Multimedia Projector	01	50619	ANSI LUNES:3000	50619
5	Gain Glass Beaded	Screen	01	7200	6″x8″	7200
6	4GBDDR3 RAM/500GB SATA HD Drive	PC	20	40057.15	INTEL CORE i3 4130 Processor	801143
7	HP Laser Jet M/128 FN	Printer	04	16347.50	HP LJM1213NF	65390
8	Resolution :1024 x 768 x GA	Multimedia Projector	01	84061	Lunes :3000	84061

- Number of computers with Configuration (provide actual number with exact configuration of each available system)
- Computer-student ratio 1:12
- Stand alone facility --
- LAN facility
- Wi-Fi facility --
- Licensed software --
- Number of nodes/ computers with Internet facility --
- Any other --

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

- **Computer and internet facility is available to the faculty and students on the campus. The facility can be used any time on all working days.**

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

- **The college proposes to upgrade its IT infrastructure to ensure the computer and internet facility is extended to all the students and teachers.**

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year Wise for last four years)

Expenditure on computers & accessories is as under:

	Years	**No. of Computers**	**Amount**		
	2010-11	**Nil**	**Nil**		
	2011-12	**Nil**	**Nil**		
	2012-13	**Nil**	**Nil**		
	2013-14	**05**	**Rs. 2,19,020**		
	2014-15	**20 Computers & Table with chairs**	**Rs.12,91,610**		

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

- **The internet facility is available in the centrally located computer room on the first floor of the college building.**

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching
- learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

- **Learning activities and technologies deployed by the college place the student at the centre of teaching learning process by providing access to the internet facility. It is ensured that no student is bereft of this facility.**

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Not yet

4.4 Maintenance of Campus Facilities:

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Budget Allocation

		2011-12	2012-13	2013-14	2014-15
a.	Building	Rs.7,28,52,000	----	----	Rs.35,00,000
b.	Furniture	--	--	--	--
c.	Equipment	--	--	Rs.57,819	Rs.1,50,000
d.	Computers	Nil	Nil	**Rs.2,19,020**	**Rs.12,91,610**
e.	Vehicles	No	No	No	No
No	Any other	---	---	---	---

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the College?

- **The college gets the requisite repair & maintenance budget from the H.P.Govt. As far as the maintenance and upkeep of the infrastructure facilities and equipment of college is concerned, utmost care is taken that in the first place no damage of any kind is caused to equipment/ infrastructure facility in the college. However, in case there arises any need to repair any of the above said components, the funds as allocated by the H.P. Govt. are used and the necessary services of mechanics or experts are taken as per the Govt. norms.**

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

- **There is no Science stream as yet in the college and as such there are no such sophisticated instruments as require calibration and precision. However, the college has the necessary provision of keeping all the available instruments and equipments in working order. In case of any problem, the services of experts are taken as per the Govt. norms.**

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

- **All the sensitive equipments like computers are placed in safe locations in the college. Their upkeep and maintenance is accorded top priority. In case of voltage fluctuation or disruption of water supply, the help of the concerned Govt. officials is immediately sought to ensure the smooth functioning of the college.**

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

- **Yes. The new Administration Block comprising Principal office,Superintendent office, staff room and a multi-purpose hall with a seating capacity of 500 is going to be constructed in the college very soon. The H.P. Government has sanctioned an amount to the tune of Rs. 303.22 lacs for the construction of the building and this amount has been deposited with the Executive Engineer, HPPWD, Una (H.P.)**

CRITERION V:

STUDENT SUPPORT & PROGRESSION

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

- **The college publishes its prospectus every year. It contains history of the college, programmes offered, general admission policy, scheme of examination, Infrastructural policy, co-curricular and extra- curricular activities, library, college rules and regulations, scholarships, holiday schedule, academic calendar, student support facilities, regulations on ragging, NSS, etc. The college ensures 100% commitment and accountability to all the information given in the prospectus. The prospectuses are provided to the admission seekers at a very reasonable price as per the H.P.Govt.norms.**

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

- **Scholarships/free ships were disbursed to the students as per the guidelines of H.P.University/H.P.Govt. during the last four years as per the table given below:**

Category	2011-12		2012-13		2013-14		2014-15	
	No. of Students	Amount	No. of Students	Amount	No. of Students	Amount	No. of Students	Amount
SC	15	52075	16	56006	08	21443	22	96161
ST	06	20626	12	39441	18	56728	17	81955
OBC	08	19288	11	27801	07	14487	15	55932
IRDP	02	2400	05	6000	02	2717	08	9600

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

- **The percentage of students receiving scholarships is as under:-**

Year	2011-12	2012-13	2013-14	2014-15
% of students	22.46	30.9	25	20.26

5.1.4 What are the specific support services/facilities available for? Students from SC/ST, OBC and economically weaker sections?

- **Students belonging to SC,ST,OBC and EWS are given specific support services/facilities as under:-**

- **Concession in admission fee, scholarships, free books, remedial classes, reservation in admission.**

- **Students are encouraged to take active part in all the activities like academic,extra-curricular, sports, etc.**

Medical assistance to students: health centre, health insurance etc.

- **First aid help is provided in the college. For serious cases there is SBDW Charitable Hospital in the vicinity of the college within 1.4.Kms.**

Skill development (spoken English, computer literacy, etc.,)

- **Spoken English is taught by the English department.**

Support for "slow learners"

- **Slow learner students are specially taught by taking remedial classes by the teachers.**

Exposures of students to other institution of higher learning/ corporate/business house etc.

Not yet

Publication of student magazines

- **SDWG Govt.college Beetan publishes its magazine "Jagriti" every year to provides a platform for the students to express their creative skills.Students are encouraged to express their latent talent through various types of write-ups.**

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- **The college encourages the students to learn entrepreneurial skills informally.**

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- **The college organizes the extra-curricular and co-curricular activities throughout the year to realize our vision of holistic development of students. The activities like , sportsday, debate, declamation contests, Hindi Divas, Spelling Bee, Annual day, Teachers day, NSS day, Quiz, etc. are organised and winners are given certificates and prizes.**

Additional academic support, flexibility in examinations.

- Weak students are given extra support by taking their extra classes in the subjects in which they are poor. Under CBCS(RUSA) students are given sufficient choice of subjects which they want to study.

Special dietary requirements, sports uniform and materials.

- The college encourages sportsmen by providing them necessary diet, uniforms and other required material. Thus, all types of support is extended to the players to inspire maximum participation of students.

Any other

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Not Yet

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

- **The college has Counseling and Placement Cell which informally provides necessary guidance to the students related to their academic, personal and psycho- social development.**

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the
services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

- **The college has the facility to provide informal job-related guidance through its career and guidance cell.**

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

- **The college has duly formed a Grievances Redressal Cell which addresses all the problems faced by the students like academic, Health, Library, Ragging, etc. Students can approach the GRC any time without any hesitation.**

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

- **The college has Women Cell to attend to the problems relating to sexual harassment. In case, there is any complaint, the Women Cell, Anti-ragging cell, GRC and the Discipline Committee takes strict action against the defaulters.**

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

- **The anti- ragging committee constituted by the college is very active throughout the year. A zero tolerance policy towards ragging is adopted by the college. The committee is very vigilant to safeguard the interest of the students. However, during the past over ten years not even a single case involving ragging has come to the notice of the college authorities.**

5.1.13 Enumerate the welfare schemes made available to students by the institution.

- **The H.P.Govt. has launched various welfare schemes for students. And the students are made aware about these schemes through regular notices and classroom announcements. These schemes include scholarships, freeships, fee concessions, book bank facility, etc.**

5.1.14 Does the institution have a registered Alumni Association? If yes', what are its activities and major contributions for institutional, academic and infrastructure development?

- **The college has formed an Old Students Association (OSA) recently. The college gets feedback regarding its performance and quality of education from the OSA .The OSA also makes students aware about the job opportunities. They enrich college students with their experience.**

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	
UG to PG	**Many students progress from UG to PG classes every year. However, the exact data are not available.**
PG to M.Phil.	------
PG to Ph.D.	------
Employed -Campus selection -Other than campus recruitment	**No** **Majority of students graduating from the college get employed in Government and private sector. However, the exact figures on this count are not available.**

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

2011-12

Class	College Result	GC Bangana	GC Una	GC Amb	University %
BA-1st	75.3%	67.62%	64.8%	66.00%	48.92%
BA-2nd	94%	87.3%	73.4%	78.2%	74.48%
BA-3rd	92%	89.04%	90.00%	80.12%	75.62%

2012-13

Class	College Result	GC Bangana	GC Una	GC Amb	University %
BA-1st	61.2%	57.06%	55.12%	66.93%	55.49%
BA-2nd	73.6%	54.04%	91.85%	88.65%	73.54%
BA-3rd	96.7%	100%	93.02%	95.51%	76.66%

2013-14

Class	College Result	GC Bangana	GC Una	GC Amb	University %
BA-1st	100%	100%	77.00%	59.03%	--
BA-2nd	95%	97.08%	91.83%	93.58%	72.46%
BA-3rd	93.3%	79.01%	98.00%	84.41%	85.56%

2014-15

Class	College Result	GC Bangana	GC Una	GC Amb	University %
BA-1st	**The H.P.University, Shimla switched from the annual system of examinations to the CBCS (RUSA) semester system w.e.f.2014. Many results are still awaited. Hence, the exact percentages are not available.**				
BA-2nd					
BA-3rd					

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

- **All the members of the college continuously counsel and encourage the students to go in for higher education in the subjects of their choice. The teachers informally advise them on the importance of higher education.**

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

- **It is one of the stated objectives of the college to help the weaker students.For this to happen, remedial classes of such students are taken regularly. Time-table provides for remedial lectures. Teachers extend all possible help to the students who are at risk of failure and drop out. Over and above support is provided to the weaker students by their respective class teachers throughout the year.**

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- **The college motivates the students to take active part in sports, cultural and extracurricular activities all through the year.**
  In sports students participate in the handball and other athletic activities. Various activities conducted by the NSS are :

- **Awareness programmes on HIV/AIDS**
- **Poster and quiz competition on HIV/AIDS**
- **Tree Plantation**
- **Checking of girls HB profile.**
- **NSS camps**
- **Celebration of Republic and Independence Day**
- **Women empowerment**
- **Girl education**
- **"Beti Bachao Beti Padhao" abhiyan**
- **Environment protection**

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

- **The college is trying its level best to boost sports and other extracurricular activities.**

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- **The college seeks informed feedback from students, parents and old students association (OSA) in the form of suggestions to improve the performance and quality of the institutional provisions.**

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- **The college publishes its magazine "JAGRITI" every year to provide an ideal platform to the students to express their creativity, ideas and opinions in different ways. The students express their talent in English, Hindi, Punjabi and Pahari language under the able guidance of the faculty.**

5.3.5 Does the college have a Student Council or any similar body?
Give details on its selection, constitution, activities and funding.

- **The college has an S.C.A elected indirectly as well as through department-wise nominations. The role of the SCA is of vital importance as its members bring to the knowledge of the college authorities the problems faced by the students. The college tries to address these issues as soon as they are highlighted. The SCA has President, Vice President, General Secretary and Joint Secretary and classroom representatives. All these office bearers are administered the oath of office in a special function held under the chairmanship of the Principal who addresses the function and exhorts the office bearers to perform their duty honestly and sincerely in the best interest of the college without any fear or favour.**

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

- **Then college has students representatives on various academic and administrative bodies for the harmonious and co-ordinated functioning of the institution. Students representatives play a very constructive role in Magazine Committee, Student body,IQAC,OSA,NSS,Women Cell, Cultural Committee and Grievances Cell under the guidance of the teacher in charge of the respective committee.**

5.3.7 How does the institution networks and collaborate with the Alumni and former faculty of the Institution.

- **The college keeps in touch with the alumni and former faculty of the institution via telephone in the first place. Smses are also exchanged. The views of the alumini as well as the former faculty of the college are solicited for the solution of any problem being faced by the college. Thus, the interaction between the college and its alumni and former faculty plays a very crucial role in the betterment of the college.**

Any other relevant information regarding Student Support and Progression which the college would like to include.

CRITERION VI: GOVERNANCE, LEADERSHIP & MANAGEMENT

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

- **The Vision:**
- **The vision of the college is to enlighten the students by imparting them holistic education.**

- **Mission:**

- **The mission statements are given practical shape through the following provisions:**

1 **State of the art infrastructure and other learning supports.**

2 **Committed teaching faculty to help**

3 **Providing psychological support**

4 **Giving financial assistance to the poor students**

Objectives:

- **The objectives of the college are implemented:**

(i) **To empower students to be competent in life**

(ii) **Imparting decision making skills in students**

(iii) **Instilling social and moral values.**

(iv) **Producing responsible citizens.**

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

- **SDWG Govt.College Beetan is affiliated to H.P.University Shimla. Its funding is done by the Govt. of H.P. The Director of Higher Education, Principal and faculty work in tandem to formulate and implement its policy and plans for assurance and sustenance of quality education. Different committees like Examination Committee, Building Committee, IQAC,etc. meet prior to any meeting and present their reports and suggestions to the Principal. Final decision is taken on the recommendations offered in the staff meetings. The decision taken and implemented during previous meeting is also reviewed. The principal conveys the policy decisions to all the members of the teaching and non-teaching staff.**

- **The Heads of departments send their requirements to the Principal who is responsible for the normal functioning of the college.**
- **The principal is a vital link between the University and Govt. and the college faculty.**
- **Different committees comprising members of teaching and non-teaching have been constituted for planning and implementing for various activities of the college.**
- **The personal interaction with various stakeholders is very crucial.**
- **The college adopts participatory and all-inclusive approach in running the college day- to -day working smoothly.**

6.1.3 What is the involvement of the leadership in ensuring :

- **The Directorate of Higher Education provides enlightened leadership to the principal under whose guidance the college achieves its stated mission, the policy statements and action plans for fulfilment of the stated mission.The feedback is facilitated by the IQAC for all faculty members.**

Formulation of action plans for all operations andincorporation of the same into the institutional strategic plan.

- **An action plan for each academic year detailing the academic, co-curricular and extracurricular activities is drawn-up from inputs from the staff, students, PTA and OSA.**

Interaction with stakeholders

- **The principal interacts with all the stakeholders throughout the academic year for the betterment of the college.**

Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders.

- **Reports by departments, students inputs provide the matter for analysis which is useful for making policies and planning for future.**

Reinforcing the culture of excellence

- **All the departments get equal representation in various committees.**

Champion organizational change

- **The principal discusses various plans with the head of the department to formulate strategies for the next academic year.**

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- **The college monitors and evaluates policies and plans of the institution for effective implementation and improvements from time-to-time through the IQAC and various committees. The principal appoints conveners for these committees who prepare action plans of the college. Feedback is obtained from the students, parents and alumni.**

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- **The academic leadership is provided to the faculty by the principal who gets instructions, notifications from the Directorate of Higher education. The principal conveys the role and responsibilities to all the teaching and non-teaching staff.**

6.1.6 How does the college groom leadership at various levels?

- **The college grooms leadership at various levels by inducting junior members in various committees formed by the college. The college SCA is a platform for giving leadership roles to the students.**
  All the staff members are encouraged to attend different training programmes for improving and performing the leadership roles optimally.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

- **The principal delegates powers and responsibility to the department heads and non-teaching members of the staff for the smooth, effective and efficient functioning of the college.**

- **In order to get continous feed-back, the principal holds meetings with the staff from time-to-time and takes stock of over-all performance.**

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

- **Yes, the college promotes a culture of participative management. All the decisions for the betterment of the college are taken in consultation with all the members of teaching and non-teaching staff. This participatory process promotes a spirit of all-inclusiveness and active involvement of the stakeholders.**

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

- **Yes, the college does have a formally stated quality policy. The college is committed to meet its vision and mission statements through various activities. The college makes all out efforts to realize its stated vision---- enlightenment of students through holistic education.**

- **The Principal makes it a point that the policy enshrined for the quality objectives is clearly communicated to all the members of the staff. The IQAC reviews the performance of various departments at the end of the session.**

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

- **Yes, the college does have a perspective plan for the development. These plans remain evolving continuously according to the academic and administrative requirements of the college and services it provides. The requirements are mainly the perceived needs of the staff and students.**

6.2.3 Describe the internal organizational structure and decision making processes.

- **The Directorate of Education is the top policy making body. It issues notifications containing rules and regulations to the college from time to time. The principal holds meetings and apprises the staff members of the latest developments taking place in the field of higher education . Various decisions are taken and the faculty and members of the non-teaching staff implement these decisions accordingly. The Principal is assisted by the non-teaching staff in its general administration and accounts matters.**

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following:

- Teaching & Learning

- **The college ensures quality teaching by asking faculty to submit academic plans.The teachers are required to complete their syllabus in time. The teachers are encouraged to attend orientation courses, refresher courses and short-term courses etc. to keep themselves updated with the latest knowledge of their subject.**

Research & Development **No**

Community engagement

- **The college has very active NSS unit. During its camps the NSS volunteers interact with the socially underprivileged and are thus sensitized to the world beyond the four walls of the college.**

- Human resource management

- **All the recruitments are made by the Govt. Of Himachal Pradesh. The college has to manage diverse human resources. The teaching staff faculty form the basis of the learning aspect and the non-teaching staff members take care of the establishment and accounts matters. All the teaching and non-teaching staff members are encouraged by giving them positions of responsibility.**

- Industry interaction **Not yet**

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

- **The head of the institute ensures that adequate information, feedback and personal contacts, etc. are available by personally interacting with stuidents, faculty and non-teaching staff , parents, PTA members and members of the OSA.**

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

- **The college is open to suggestions from all the stakeholders whose suggestions are taken into consideration and implemented. The support provided by the stakeholders is acknowledged and appreciated for further development of the college.**

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

- **Last year, the college resolved to start Science classes in the institution. The principal made persistent efforts to get approval for starting Science stream in the college . And now the H.P. Govt. has issued notification to this effect and classes of the Science stream are going to start in June 2016.**

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Not applicable

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- **The college has formed a Grievance Redressal Cell, which shows promptitude in addressing the problems faced by the students or staff. Besides, suggestion boxes are provided at two main locations of the college. If any complaint is found, the same is resolved immediately.**

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?

- **There is no court case filed either by the college against anyone or by anyone against the college.**

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

- **Yes, the college has an informal mechanism for analysing student feedback on institutional performance. Students provide feedback on infrastructural facilities and services rendered by the administrative wing. The college has addressed complaints of students in respect of library by purchasing and providing text-books and other reference material for students.**

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- **The college encourages its teachers as well as non-teaching staff to attend orientation courses, refresher courses and short-term courses conducted by the academic staff colleges sponsored by UGC to keep the staff updated with the latest development in the field of knowledge. These courses give break to the staff from routine work and they come back refreshed to perform their duties more efficiently and effectively.**

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

- **The faculty is empowered by the college by giving them opportunity to attend orientation, refresher and short-term courses. The employees are motivated to perform their roles and responsibilities effectively by giving them chance to realize their potential.**

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

- **The principal gets feedback from the students, PTA and OSA etc. on the performance of the college staff and after making appraisal of the same, she conveys the same to the concerned members of the staff for their information and improvement.**

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

- **The outcome of the review of the performance of college staff is analysed by the principal and the same is used for further improvement of the individual as well as the institution.**

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

- **All the welfare schemes as launched by H.P. Govt. from time-to-time are available to all the teaching and non-teaching staff. The staff members avail benefits as per the norms laid down by the Government of Himachal Pradesh.**

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

- **The selections and appointments of all the teaching and non-teaching staff members are made by the Govt of Himachal Pradesh as per its policies. The employees are granted pay scales and salaries as per the Govt. norms.**

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

- **The college is run by the H.P. Govt. All the financial matters are undertaken as per the norms framed by the Govt. of Himachal Pradesh. The principal is the drawing and disbursing officer and conducts the financial matters with the help of the non-teaching staff. In case, there is any need, the principal takes the help of the teaching staff as well for monitoring effective and efficient use of the available financial resources.**

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

- **All the finance related matters are dealt with by the principal with the help of clerical staff as per the norms laid down by the Govt of Himachal Pradesh. The audit of accounts of the college is conducted as per the Govt. norms.**

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The college is run by the Govt. of H.P. and the expenditure statement for the last four years is as follows:-

Sr.No.	Year	Annual Expenditure outlay. (in Rs.)
1	2011-12	Rs.60,20,000
2	2012-13	Rs.1,50,00,000
3	2313-14	Rs.1,10,39,724
4	2014-15	Rs.1,68,92,304

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Not. Applicable

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? . If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

- **Yes, the college has established an Internal Quality Assurance Cell. The IQAC committee comprises the following:**

1.	**Chairperson:**	**Principal, Abhilasha Sharda**
2.	**Co-ordinator:**	**Dr.C.S.Mann**
3	**Member:**	**Prof.Binny Ohri**
4	**Member:**	**Prof.Gurbux Rai**
5.	**Member**	**Dr.Rajender Kumar**

External Members

Sh.R.R.Rohi, Principal (Retd.)

Major Som Nath (Retd.) Social Activist

Institutionalizing Quality Assurance Strategies and processes through IQAC.

- **The IQAC committee has been functioning in the college since 2015. IQAC aims at promoting quality of education, administrative quality and national development. The academic quality targets effective teaching learning by assessing student's performance in examinations. The administrative quality is taken care of by various committees formed by the college. Participation of students' representative bodies is ensured to make the education more qualitative.**

- **The objectives of the IQAC are achieved by disseminating information on the various quality parameters, reviewing the existing programmes and assuring value-based education.**

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

- **Within a very short span of time of its formation, the IQAC approved decisions like upgradation of library facilities/ beautification of campus, digging of flower-beds, visits of industry, improving of computer and internet facilities.Of these, many recommendations relating to library, campus beautification and digging of flower-beds have been implemented.**

c. Does the IQAC have external members on its committee?
If so, mention any significant contribution made by them.

- **Yes. The college IQAC committee does have two external members on it. They are (i) Sh.R.R.Rohi, Principal (Retd.) and (ii) Major Som Nath (Retd.) Social Activist. They contribute to the improvement of quality education with their valuable and timely suggestions.**

d. How do students and alumni contribute to the effective functioning of the IQAC?

- **Students and alumni give their valuable suggestions from time to time relating to the functioning of the IQAC. The IQAC committee holds meetings with the principal and the points suggested by the students and alumni are discussed in the meeting. Accordingly, the suggestions are duly incorporated in the proceedings of the IQAC.**

e. How does the IQAC communicate and engage staff from different constituents of the institution?

- **The IQAC committee holds meetings with the Principal and its decisions are communicated through notices and circulars. Highly qualified and expert faculty members are consulted on all important matters relating to quality education. The Heads of Departments are regularly consulted on all significant issues for the improvement of quality imparted to the students.**

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation

- **The college assures quality of all the academic and administrative activities through internal academic audit with the help of students and teachers.**

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

i **The college encourages the staff members to attend seminars, orientation courses , refresher courses and other short-term courses to update their knowledge.**

ii **The college encourages the faculty to pursue and guide research like M.Phil or Ph.D.**

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

- **The college is planning to undertake academic audit and other external review of the academic provisions.**

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

- **The college IQAC keeps track of the obtaining external quality assurance procedures. And the internal quality assurance mechanisms are aligned with the requirements of the relevant external quality assurance methods. The composition of the IQAC is in keeping with the guidelines of the NAAC. The college makes strenuous efforts to align its internal quality assurance mechanism with the requirements of the NAAC and with those of the H.P.University, Shimla to which it is affiliated.**

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

- **The quality of teaching-learning is enhanced by preparing the syllabus plan and implementing the same in toto as per the guidelines of the H.P. University. The outcome of the students' performance in the final examinations is used to further improve the teaching- learning process. The Principal holds special meetings with the teaching faculty to discuss and assess students' performance. The IQAC continuously reviews the teaching-learning process and overcomes the shortcomings, if any.**

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- **The college communicates its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders through students' classroom representatives, OSA and PTA. The IQAC holds meetings with its stakeholders from time-to-time to get their feedback and also to inform them about the decisions implemented for the betterment of the college.**

Any other relevant information regarding Governance
Leadership and Management which the college would like to include.

CRITERION VII: INNOVATION & BEST PRACTICES

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

- **SDWG Govt.College Beetan is particularly alive to the protection of our environment. All the members of staff and students try their level best to keep the college campus green and free from pollution. The college does have an informal mechanism to conduct the Green Audit of the campus. Some of the measures adopted to ensure the clean environment are as follows:**

- **The entire campus of the college is a 'No Smoking', 'Zero Waste' and 'No Polythene' zone.**
- **The students are advised for saving the environment from being polluted.**

- **Students are encouraged to use jute bags or bags made of material other than polythene to keep their books and other relevant material to protect the environment from being polluted.**

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- **The college has a very active NSS unit which carries out the activities related to environment. The NSS unit sensitizes the college students towards the protection of environment. The college takes the following measures to make the campus eco-friendly:**

Energy Conservation

- All efforts are made to save electricity from being misused by making students aware of the importance of power and the need to save it.
- 'TURN OFF FANS AND LIGHTS WHEN NOT IN USE ' labels are prominently displayed near the switch boards.
- The college follows the slogan : ' To Save Energy is to Generate Energy'.

Water harvesting

- For water harvesting, the college has constructed underground tank for the collection of rain water and through the water- lifting pump installed on it, the water is supplied to water the plants,flower-beds and green patches through the network of pipes.

Carbon neutrality

- Majority of students and staff commute by public transport.
- The college staff and students follow the policy of pooling the cars and bikes to reduce the carbon level.

Plantation

- The NSS unit of the college has launched a drive to plant more and more trees during camps.
- An effort is made to plant trees with small roots and deep-rooted trees are avoided for the safety of the college building.

Miscellaneous initiatives

- The subject of environment is taught as a compulsory subject to all the students.

- **All environment-related days like World Environment Day, Wild Life Day and Ozone Layer Protection Day are celebrated.**

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- **Title: Information and Communication Technology**
  The college keeps track of all types of new knowledge and accordingly tries to introduce such innovations in the college. The college encourages the use of modern information and communications technology with the objective of:
- **Reducing paper work.**
- **Implementing eco-friendly measures.**
- **Enabling quick and clear communication**

- **An effort is on to install LCD projectors in every classroom and to replace conventional blackboards by eco-friendly whiteboards very soon.**

- **New CBCS semester system has been introduced under (RUSA) which gives students sufficient choice of subjects they want to study.**

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Best Practice-I

- **Title of the practice:**
- **Value Education**
- **Goal :**

- To ensure inculcation of good values in students like honesty, discipline, sense of social responsibility, patriotism, women empowerment, etc.

- ## The Context:

- In these days, technology is changing rapidly and socio cultural diversities are constantly posing a challenge to the value system of our young blood. Therefore, it is imperative that the students are enlightened on these issues.

- The practice:

- Value education is imparted to all the students of college.

- Students are educated about personality development, good health and sexual behavior. They are encouraged to reach out to the people who are underprivileged, financially weak and live on the margins of society.

- Evidence of Success:

- Students' response has shown that value education imparted to them has been helpful to integrate them into the mainstream life after completing their studies. The value education brings in a lot of camaraderie amongst the students coming from diverse social, cultural and economic backgrounds.

- Problems encountered and resources required:

Imparting value education becomes challenging due to the tight schedule of time-table and examination under RUSA.

Contact Detail

Name of the Principal:	**Abhilasha Sharda**
Name of the Institution:	**SDWG Govt.College Beetan (Una) H.P.**
Place :	**Beetan**
Pin Code	**176601**
Accredited Status:	**Applying for Cycle-1.**
Work Phone:	**01975-251410**
Website	**www.gcbeetan.co.in**
Mobile:	**094181-56156**

Best Practice II

Title of the Practice

- **Eco friendly campus**
- **Goal**

Keeping the campus clean and green.

- **The Context:**

The world is heading towards global warming. There is danger to the ozone layer. Pollution is on the increase.

- **The Practice:**

The college NSS unit has been planting different varieties of trees. Flower-beds are maintained and all the barren patches of land in the college campus are converted into green patches.

- **Evidence of success:**

  The college campus is blooming with colourful flowers and various trees have been planted and the college landscape wears a green and colourful look.

- **Problems encountered:**
  Due to the tight schedule of lectures, examinations under CBCS (RUSA) semester system, the students cannot devote as much time on keeping the college campus as green and beautiful as it could have been.

Contact Detail

Name of the Principal:	**Abhilasha Sharda**
Name of the Institution:	**SDWG Govt.College Beetan (Una) H.P.**
Place :	**Beetan**
Pin Code	**176601**
Accredited Status:	**Applying for Cycle-1.**
Work Phone:	**01975-251410**
Website	**www.gcbeetan.co.in**
Mobile:	**094181-56156**

Other Best Practice

Other best practice of SDWG Govt.College Beetan is that it was constructed on 50 kanal and 5 marlas of stony and barren land to save the fertile & cultivable land from being used for the construction of the college building. As an icing on the cake, the college NSS unit works tirelessly to convert the stoniness and barrenness of the land into a beautiful and green landscape by removing stones and weeds and planting a variety of trees, laying of multicoloured flower-beds and creating green patches in the campus.

…

EVALUATIVE REPORT OF THE DEPARTMENTS

- English
- Economics
- Hindi
- History
- Political Science
- Sanskrit
- Commerce
- Mathematics

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1 Name of the department. **English**

2 Year of the Establishment. **23.08.2004**

3 Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc). **UG (BA & B.Com.)**

4 Name of Interdisciplinary courses and the Departments/ unit involved.

Not Applicable

5 Annual/ semester/ choice based credit system. (Programme wise)Semester

- **Semester (CBCS) BA & B.Com**

6 Participation of the department in the courses offered by other departments.

- **Students of EnglishMajor also study Minor, Compulsory and Hobby subjects offered by other departments.**

7 Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.

Not Applicable

8 Detail of courses/programmes discontinued (if any) with reasons.

No

9 Number of teaching posts

	Sanctioned	Filled
Professor	**---**	**---**
Associate Professor	**---**	**---**
Assistant Professor	**02**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No.of years of Experience	No.of Ph.D. students guided for the last 4 years
Dr.C.S.Mann	M.A.,M.Phil,Ph.D.	Assistant Professor	Indian English Poetry	10	01 Degree Awarded

11 List of senior visiting faculty **Nil**

11 List of senior visiting faculty **Nil**

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty **N.A.**

13 Student-Teacher Ratio (Programme wise**)** **66:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

- **Members of the non- teaching staff of the College are very co-operative.**

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG.

- **(M.A., M.Phil, Ph.D)**

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received **N.A**.

17 Departmental projects funded by DST-FIST; UGC,DBT, ICSSR, etc.and total grants received N.A.

18. Research centre/ facility recognized by the University **N.A.**

19 Publications:

a) Publication per faculty **No**

- **Number of papers published in peer reviewed journals (National/International) by faculty and students**
- **Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)**
- **Monographs**
- **Chapter in books**
- **Book Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **Snip**
- **SJR**
- **Impact factor**
- **h- Index**

20	Areas of consultancy and income generated	No
21	Faculty as members in a) National committees b) International committees c) Editorial Board….	No
22	Student projects a) Percentage of students who have done in- house projects Including Inter departmental/programme	**No**
	b) Percentage of students placed for projects in organizations Outside the Institution i.e. in research laboratories/Industry/ Other agency.	**No**
23	Award/Recognition received by faculty and students	**No**
24	List of eminent academicians and scientists/visitors to the department	**No**
25	Seminar/Conferences/Workshops organized & the source of funding a) National b) International	**No**

26 **Student profile programme/course/course wise:**

Name of the course/Programme (refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	F	
2011-12	119	119	68	51	65%
2012-13	142	142	26	116	83%
2013-14	40	40	14	26	78%
2014-15	112	112	40	72	100%

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.A 2nd,4th & 6th Sem	97%	3%	Nil
B.Com 2nd & 4th Sem	97%	3%	Nil

28 How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Not Applicable

29 Student Progression

Student Progression	Against % enrolled
UG to PG	Yes, many. But exact data are not available
PG to M.Phil	---
PG to Ph.D.	---
Ph.D to Post-Doctoral	---
Employed • Campus Selection • Other than campus recruitment	 Nil Many. But exact data are not available

30 Detail of Infrastructural facility

a) Library **200(Prescribed & Reference books)**

b) Internet Facilities for staff & students **Yes**

c) Class rooms with ICT facility **No**

d) Laboratories **No**

31 Number of students receiving financial assistance from College, University, Government or other agencies

- **Approximately 28% students receive financial assistance from the above agencies.**

32 Detail on student enrichment programmes (Special lectures/workshop/seminar) with external experts. **No**

33 Teaching method adopted to improve Student learning **1.Highly interactive approach. 2.Improving pronunciation through IPA system.**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **Students of English Department actively participate in NSS & other extension activities.**

35 SWOC analysis of the department and future plans

Strengths: **Students are keen to learn English.**

Weaknesses: **(i) Student are very weak in English grammar and their pronunciation is very poor.**
(ii) Lack of English language laboratory in the College.

Opportunities: **(i) Opportunity to provide English language assistance to the students coming from poor background.**
(ii) To improve the linguistic skills of students .

Challenges :

* **(i)Removal of fear of English from students' minds is the most daunting and formidable task.**
(ii) Poor standard of English
(iii) Due to open choice under CBCS system a majority of students with poor English background do not opt for English Major or Minor or Compulsory. If some drastic step is not taken, the English department may have to be closed down in the near future.

Future Plans:

To set up an English language laboratory in the college to improve pronunciation of students .

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1	Name of the department.	**Economics**
2	Year of the Establishment.	23.08.2004
3	Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).	**UG**
4	Name of Interdisciplinary courses and the departments/ unit involved.	**Not Applicable**
5	Annual/ semester/ Choice based credit system. (programme wise)	• **(CBCS) Semester Under (RUSA) (B.A.)**
6	Participation of the department in the courses offered by other departments.	• **All the students of Economics Major/Minor study subject offered by other departments.**
7	Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.	**Not Applicable**

8 Detail of courses/programmes discontinued (if any) with reasons.

No

9 Number of teaching posts

	Sanctioned	Filled
Professor	**---**	**---**
Associate Professor	**---**	**---**
Assistant Professor	**01**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No.of Year of Experience	No.of Ph.D. students guided for the last 4 years
Bandna Chauhan	M.Phil,SLET	Assistan Professor	Public Distribution System	3 Years	Nil

11 List of Senior visiting faculty

Not Applicable

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty

Not Applicable

13 Student-Teacher Ratio (Programme wise)

- **BA-2nd Semester 16:11, BA- 4th Semester 23:7, BA-6th Semester 13:1 Total 52:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

Not Applicable

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG.

- **M.Phil/PG/SLET**

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

Not Applicable

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received

Not Applicable

18. Research centre/ facility recognized by the University

Not Applicable

19 Publications: **Not Applicable**

- a) Publication per faculty
- Number of papers published in peer reviewed journals **(National/International) by faculty and students**
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)

- Monographs
- Chapter in books
- Book Edited
- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- Snip
- SJR
- Impact factor
- h- Index

20 Areas of consultancy and income generated

Not Applicable

21 Faculty as members in

a) National committees b) International committees c) Editorial Board….

22 Student projects **Not Applicable**

a) Percentage of students who have done in- house projects including Inter departmental/programme

b) Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.

23 Award/Recognition received by faculty and students

Not Applicable

24 List of eminent academicians and scientists/visitors to the department

Not Applicable

25 Seminar/Conferences/Workshops organized & the source of funding

Not Applicable

c) National

d) International

26 Student profile programme/course/course wise:

Session and Name of the course/Programme(refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	F	
2011-12	04	04	00	04	
2012-13	16	16	2	14	
2013-14	23	23	2	21	
2014-15	13	13	Nil	13	

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.A	95%	5%	Nil
B.Com	95%	5%	Nil

28 **How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

Not Applicable

29 Student Progression

Student Progression	Against % enrolled
UG to PG	**Yes, exact figures are not known**
PG to M.Phil	**Nil**
PG to Ph.D.	**Nil**
Ph.D to Post-Doctoral	**Nil**
Employed • Campus Selection • Other than campus recruitment	**Nil** **Yes, exact figures are not known**

30 Detail of Infrastructural facility

a) Library

- **Around 110 Text books and more than 20 reference books**

b) Internet Facilities for staff & students **Yes**

c) Class rooms with ICT facility **Not Applicable**

d) Laboratories **Not Applicable**

31 Number of students receiving financial assistance from college, University, Government or other agencies

- **Approximately 25% students receive financial assistance from the above agencies.**

32 Detail on student enrichment programmes (special lectures/workshop/seminar) with external experts.

Not Applicable

33 Teaching method adopted to improve student learning.

- **Lecture-cum-discussion methods.**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **NSS**

35 SWOC analysis of the department and future plans

Strengths:

i Maximum students attend their classes.

ii More than 50% students are very intelligent and inquisitive to learn the subject.

Weaknesses:

i In about 50% cases the learning process is low.

ii Very poor students of boy students.

Opportunities:

i To increase the strength of the students.

ii To teach students from diverse backgrounds.

Challenges:

i To motivate more boy-students to opt for Economics as Major subject.

Future Plans:

i To start PG classes in Economics

ii To take students to Industrial area to relate their subject knowledge to industry.

3. Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1 Name of the department. **Hindi**

2 Year of the Establishment. **23.08.2004**

3 Name of Programmes /courses offered (UG, PG, M. Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).

UG

4 Name of Interdisciplinary courses and the departments/ unit involved. **No**

5 Annual/ semester/ Choice based credit system. (programme wise)

- **Hindi Functional ,Hindi Compulsory,Semester (CBCS) (BA)**

6 Participation of the department in the courses offered by other departments.

- **Students of Hindi study subjects offered by other departments.**

7 Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.

Not Applicable

8 Detail of courses/programmes discontinued (if any) with reasons.

Nil

9 Number of teaching posts

	Sanctioned	Filled
Professor	---	---
Associate Professor	---	---
Assistant Professor	**01**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Designation	Qualification	Specialization	No.of Year of Expenditure	No.of Ph.D Students guided for the last four years
Dr.Sanjeev Kumar	**Assistant Professor**	**M,Phil,Ph.D**	**Hindi Literature**	**07**	**Nil**

11 List of Senior visiting faculty **Not Applicable**

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty

Not Applicable

13 Student-Teacher Ratio (Programme wise) **110:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled **Nil**

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG

- **Awarded Ph.D. in M.S.University TIRUNELELI (T.N.) in 2015 The topic of the research was "Middle Class reflected in Hindi Novels: with special reference to Prem Chand**

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

NIL

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received

Nil

18. Research centre/ facility recognized by the University

Nil

19 Publications: **Nil**

* a) Publication per faculty

* Number of papers published in peer reviewed journals (National/International) by faculty and students

- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)

- Monographs
- Chapter in books
- Book Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- Snip
- SJR
- Impact factor
- h- Index

20 Areas of consultancy and income generated

Not Applicable

21 Faculty as members in

Not Applicable

a) National committees b) International committees c) Editorial Board.…

22 Student projects **Not Applicable**

a) Percentage of students who have done in- house projects including Inter departmental/programme

b) Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.

23 Award/Recognition received by faculty and students

Nil

24 List of eminent academicians and scientists/visitors to the department

Nil

25 Seminar/Conferences/Workshops organized & the source of funding

Nil

e) National

f) International

26 Student profile programme/course/course wise:

Name of the course/Programme (refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	F	
2011-12	46	46	07	39	
2012-13	46	46	06	40	
2013-14	13	13	02	11	
2014-15	18	18	06	12	

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.A	**95%**	**5%**	**Nil**

28 How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Not Applicable

29 Student Progression

Student Progression	**Against % enrolled**
UG to PG	**Maximum for P.G. but actual data are not available**
PG to M.Phil	**Not Known**
PG to Ph.D.	**Not Known**
PG to Post-Doctoral	**Not Known**
Employed • Campus Selection • Other than campus recruitment	 **Nil** **Many, but exact data are not available**
Entrepreneurship/Self-employment	**Data not available**

30 Detail of Infrastructural facility

e) Library

- **Text Books and Reference Books**

f) Internet Facilities for staff & students **Yes**

g) Class rooms with ICT facility **Yes**

h) Laboratories **Nil**

31 Number of students receiving financial assistance from college, University, Government or other agencies

- **Students from SC,ST,OBC & IRDP categories receive scholarship from Government.**

32 Detail on student enrichment programmes (special lectures/workshop/seminar) with external experts.

Nil

33 Teaching method adopted to improve student learning.

- **Lecture-cum-Discussion**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **NSS students and other extension activities**

35 SWOC analysis of the department and future plans.

Strengths:	**Students are very strong in Hindi . They are clear about the basics. Hindi grammar and Literature.**
Weaknesses:	**(i) even the very basics of commerce are not Known to a majority a students as they Come from the poor and the rural Background**
Opportunities:	**To teach girls mostly coming from the disadvantaged sections of society.**
Challenges :	**How to improve teacher students ratio.**
Future Plans:	**To start PG classes in Hindi.**

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1	Name of the department.	**History**
2	Year of the Establishment.	**23.08.2004**
3	Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).	**UG**
4	Name of Interdisciplinary courses and the departments/ unit involved.	**Not Applicable**
5	Annual/ semester/ Choice based credit system. (programme wise)	

- **CBCS Semester System**

6 Participation of the department in the courses offered by other departments.

- **Subjects offered by other department also.**

7	Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.	**Not Applicable**

8 Detail of courses/programmes discontinued (if any) with reasons.

Not Applicable

9 Number of teaching posts

	Sanctioned	Filled
Professor	**---**	**---**
Associate Professor	**---**	**---**
Assistant Professor	**01**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No.of Ph.D. students guided for the last 4 years
Gurbux Rai	**MA., B.Ed., NET.**	**Assistant Professor**	**World History**	**12 Years**	**Nil**

11 List of Senior visiting facult **Not Applicable**

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty **Not Applicable**

13 Student-Teacher Ratio (Programme wise)

- **BA 4th Semester 7:1,BA 6th Semester 64:1, BA-2nd Semester 62:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG.

- **PG, NET**

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

Not Applicable

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received

Not Applicable

18. Research centre/ facility recognized by the University

Not Applicable

19 Publications: **Not Applicable**

* a) Publication per faculty
* Number of papers published in peer reviewed journals (National/International) by faculty and students
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)
- Monographs
- Chapter in books
- Book Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index
- Snip
- SJR
- Impact factor
- h- Index

20 Areas of consultancy and income generated

Not Applicable

21 Faculty as members in **Not Applicable**

a) National committees b) International committees c) Editorial Board….

22 Student projects **Not Applicable**

a) Percentage of students who have done in- house projects including Inter departmental/programme

b) Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.

23 Award/Recognition received by faculty and students

Not Applicable

24 List of eminent academicians and scientists/visitors to the department

Not Applicable

25 Seminar/Conferences/Workshops organized & the source of funding

g) National **Not Applicable**

h) International **Not Applicable**

26 Student profile programme/course/course wise:

Name of the course/Programme(refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	F	
2011-12	**113**	**113**	**66**	**47**	**Result Awaited**
2012-13	**44**	**44**	**07**	**37**	**100%**
2013-14	**17**	**17**	**04**	**13**	**100%**
2014-15	**34**	**34**	**07**	**27**	

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.A	**90%**	**10%**	**Nil**

28 How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29 Student Progression

Student Progression	Against % enrolled
UG to PG	Yes, Exact figures are not available
PG to M.Phil	Nil
PG to Ph.D.	Nil
Ph.D to Post-Doctoral	Nil
Employed • Campus Selection • Other than campus recruitment	 Nil Yes, Exact figures are not known

30 Detail of Infrastructural facility

e) Library

- **Yes around 120 Text books and 30 reference books**

f) Internet Facilities for staff & students **Yes**

g) Class rooms with ICT facility **Not Available**

h) Laboratories **Not Applicable**

31 Number of students receiving financial assistance from college, University, Government or other agencies

- **Approximately 25% students receive financial assistance from the above agencies.**

32 Detail on student enrichment programmes (special lectures/workshop/seminar) with external experts.

Not Applicable

33 Teaching method adopted to improve student learning.

- **Lecture-cum- discussion method.**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **NSS and Sports**

35 SWOC analysis of the department and future plans

Strengths:

1. **Maximum students attend their class**
2. **More than 50% student are very intelligent**

Weaknesses:

1 **Attendance of Lectures is low.**

2 **Need to include History maps in the curriculum.**

Opportunities:

1 To teach students coming from the poor families.

2 **Ti increase the strength of students.**

Challenges:

1 **The intelligent girls belonging to the poor families should not be allowed to discontinue after their study U.G Classes . These girls are mentally prepared for P.G and other Higher education courses.**

Future Plans:

1 **Starting of PG classes in the subject of History**

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1 Name of the department. **Political Science**

2 Year of the Establishment. **23.08.2004**

3 Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).

UG,CBCS

4 Name of Interdisciplinary courses and the departments/ unit involved.

Not Applicable

5 Annual/ semester/ Choice based credit system. (programme wise)

- **CBCS Semester System (B.A.)**

6 Participation of the department in the courses offered by other departments.

- **All the students of Political Science study courses of other departments as well.**

7 Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.

Not Applicable

8 Detail of courses/programmes discontinued (if any) with reasons.

Not Applicable

9 Number of teaching posts

	Sanctioned	Filled
Professor	---	---
Associate Professor	---	---
Assistant Professor	**02**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No.of Year of Experience	No.of Ph.D. students guided for the last 4 years
Dr.Ram Kumar Negi	**M.Phil,Ph.D.**	**Assistant Professor**	**Indian Government and Political Science**	**3 Months**	**Nil**

11 List of Senior visiting faculty

Not Applicable

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty

Not Applicable

13 Student-Teacher Ratio (Programme wise)

- **BA 2nd Semester 59:1,BA 4th Semester 47:1, BA-6th Semester 6:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

Not Applicable

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG.

Not Applicable

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

Not Applicable

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received

Not Applicable

18. Research centre/ facility recognized by the University

Not Applicable

19 Publications: **Not Applicable**

a) Publication per faculty **Not Applicable**

- Number of papers published in peer reviewed journals (National/International) by faculty and students
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)

- Monographs
- Chapter in books
- Book Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- Snip
- SJR
- Impact factor
- h- Index

20 Areas of consultancy and income generated

Nil

21 Faculty as members in **Nil**

a) National committees b) International committees c) Editorial Board….

22 Student projects **Not Applicable**

a) Percentage of students who have done in- house projects including Inter departmental/programme

b) Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.

Not Applicable

23 Award/Recognition received by faculty and students

Not Applicable

24 List of eminent academicians and scientists/visitors to the department

Not Applicable

25 Seminar/Conferences/Workshops organized & the source of funding

i) National **Not Applicable**

j) International **Not Applicable**

26 Student profile programme/course/course wise:

Name of the course/Programme(refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	F	
2011-12	**67**	**67**	**30**	**37**	**Result Awaited**
2012-13	**18**	**18**	**03**	**15**	**100%**
2013-14	**07**	**07**	**02**	**05**	
2014-15	**09**	**09**	**00**	**09**	

M = Male F= female

27. Diversity of students

Name of the course	**% of students from the same state**	**% of students from other states**	**% of students from abroad**
B.A	**95%**	**05%**	**Nil**

28 How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Nil

29 Student Progression

Student Progression	Against % enrolled
UG to PG	Many, but figures are not available
PG to M.Phil	Nil
PG to Ph.D.	Nil
Ph.D to Post-Doctoral	Nil
Employed • Campus Selection • Other than campus recruitment	 Nil Yes, data not available

30 Detail of Infrastructural facility

i) Library

- **Yes, around 90 Text books and 20 reference books**

j) Internet Facilities for staff & students **Yes**

k) Class rooms with ICT facility **No**

l) Laboratories **Not Applicable**

31 Number of students receiving financial assistance from college, University, Government or other agencies

- **Approximately 27% students receive financial assistance from the agencies as mentioned above.**

32 Detail on student enrichment programmes (special lectures/workshop/seminar) with external experts.

Not Applicable

33 Teaching method adopted to improve student learning.

- **Lecture, discussion, interaction and obtaining feedback weekly.**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **Students of Political Science department participate in the college NSS and other such activities conducted by the college.**

35 SWOC analysis of the department and future plans

Strengths:

- **Students are very much interested to learn the subject. They are very serious about their presence.**

Weaknesses:

- **Lack of confidence due to rural background.**

Opportunities:

- **Being myself from the tribal area I am familiar with the problems faced by the students especialy belonging to very poor background.**

Challenges:

- **It is a great challenge to mentally prepare the students especially coming from the rural background.**

Future Plans:

- **Starting of M.A. classes in Political Science.**

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1 Name of the department. **Department of Sanskrit**

2 Year of the Establishment. **23-08-2004**

3 Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).

UG

4 Name of Interdisciplinary courses and the departments/ unit Involved.

Not Applicable

5 Annual/ semester/ Choice based credit system. (programme wise)

- **Semester (Choice based credit system) (B.A.)**

6 Participation of the department in the courses offered by other departments.

7 Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.

Not Applicable

8 Detail of courses/programmes discontinued (if any) with reasons.

Not Applicable

9 Number of teaching posts

	Sanctioned	Filled
Professor	**---**	**---**
Associate Professor	**---**	**---**
Assistant Professor	**01**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No.of Year of Experience	No.of Ph.D. students guided for the last 4 years
Dr.Rajinder Kumar	M.A.,Ph.D.,NET,SIET Gold Medalist	Assistant Professor	Vedic Literature	10 years	Nil

11 List of senior visiting faculty

Not Applicable

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty

Not Applicable

13 Student-Teacher Ratio (Programme wise) **64:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

All the members of Non-Teaching staff are helpful.

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG.

Ph.D

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

Not Applicable

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received

Not Applicable

18. Research centre/ facility recognized by the University

Not Applicable

19 Publications:

- **a) Publication per faculty**
- **Number of papers published in peer reviewed journals**

National	**-**	**03**
International Level	**-**	**01**
Total	**-**	**04**

International Level:- Aupnishdik Adhyatmic Chintan
Name of Journal Prachyavidyanusandhanm
ISSN No. 0974-5866

Title Name	**Name of Journal**	**ISSN No.**
National **Aupnishdik Jiwan Darshan**	**Pariprekshaya**	**2278-0602**
Level: **Manav Jiwan ke Param Lakshay (Purusharth Chatushtaya)**	**Pariprekshaya**	**2278-0602**
Upnishadon mein Varnit (Achar VA Naitik Shikshayen)	**Anushilana**	**0973-8762**

(National/International) by faculty and students

- **Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)**

- **Monographs**
- **Chapter in books**
- **Book Edited**
- **Books with ISBN/ISSN numbers with details of publishers**
- **Citation Index**
- **Snip**
- **SJR**
- **Impact factor**
- **h- Index**

20 **Areas of consultancy and income generated** **Not Applicable**

21 **Faculty as members in** **Not Applicable**

a) **National committees b) International committees c) Editorial Board ….**

22 **Student projects** **Not Applicable**

a) **Percentage of students who have done in- house projects including Inter departmental/programme**

b) **Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.**

23 Award/Recognition received by faculty and students

Not Applicable

24 List of eminent academicians and scientists/visitors to the department

Not Applicable

25 Seminar/Conferences/Workshops organized & the source of funding

k) National

l) International

26 Student profile programme/course/course wise:

of the course/Programme(refer question no.4	Application received	Selected	Enrolled		Pass percentage
2011-12	6	6	1	5	
2012-13	15	15	4	11	
2013-14	23	23	7	16	
2014-15	114	114	24	92	

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.A	97%	3%	Nil
B.Com	97%	3%	Nil

28 **How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

Not Applicable

29 **Student Progression**

Student Progression	Against % enrolled
UG to PG	Many, but exact data are not available
PG to M.Phil	
PG to Ph.D.	
Ph.D to Post-Doctoral	
Employed • Campus Selection • Other than campus recruitment	Not Applicable Many, but exact data are not available
Entrepreneurship/Self-employment	Exact data are not available

30. **Detail of Infrastructural facility**

(i) **Library** **Text Books and Reference Books**

(ii) **Internet Facilities for staff & students** **Yes**

(iii) **Class rooms with ICT facility** **Not Applicable**

(iv) **Laboratories** **Not Applicable**

31 Number of students receiving financial assistance from college, University, Government or other agencies

- **Approximately 25% students receive financial assistance from the above agencies.**

32 Detail on student enrichment programmes (special lectures/workshop/seminar) with external experts.

33 Teaching method adopted to improve student learning.

34 Participation in Institutional social Responsibility (ISR) and extension activities.

35 SWOC analysis of the department and future plans

Strengths: **Due to religious language, all students are taking interest to study this language.**

Weaknesses: **Students from Punjab area whose mother tongue is Punjabi, do not feel comfortable in reading and writing Sanskrit.**

Opportunities: **Even though Sanskrit is not the main subject of commerce students yet I have got the chance to teach them as well.**

Challenges : **Due to modernization, few students are interested to opt for Sanskrit.**

Future Plans: **Sanskrit Language should be compulsory to all students if we want to save our culture.**

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1 **Name of the department.** **Commerce**

2 **Year of the Establishment.** **2014**

3 Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).

UG

4 Name of Interdisciplinary courses and the departments/ unit involved.

N.A.

5 Annual/ semester/ Choice based credit system. (Programme wise)

- **Semester(CBCS) BA & B.Com**

6 Participation of the department in the courses offered by other departments.

N.A.

7 Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.

Not Applicable

8 Detail of courses/programmes discontinued (if any) with reasons.

No

9 Number of teaching posts

	Sanctioned	Filled
Professor	---	---
Associate Professor	---	---
Assistant Professor	02	01

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	No.of Year of Experience	No.of Ph.D. students guided for the last 4 years
Jagan Singh	M.Com, M.Phil.	Assistant Professor	9 years	Nil

11 List of senior visiting faculty No

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty

13 Student-Teacher Ratio (Programme wise) 106:1

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/PG, M.Phil

M.Phil/PG.

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

No

17		Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received	**No**
18.		Research centre/ facility recognized by the University	**No**
19		Publications:	No
•	a)	Publication per faculty	
•		Number of papers published in peer reviewed journals (National/International) by faculty and students	
•		**Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)**	
•		Monographs	
•		Chapter in books	
•		Book Edited	
•		Books with ISBN/ISSN numbers with details of publishers	
•		Citation Index	
•		Snip	
•		SJR	
•		Impact factor	
•		h- Index	
•			
20		Areas of consultancy and income generated	**No**
21		Faculty as members in	**No**
a)		**National committees b) International committees c) Editorial Board ….**	

22 Student projects No

a) Percentage of students who have done in- house projects including Inter departmental/programme

b) Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.

23 Award/Recognition received by faculty and students No

24 List of eminent academicians and scientists/visitors to the department No

25 Seminar/Conferences/Workshops organized & the source of funding No

m) National

n) International

26 Student profile programme/course/course wise:

Name of the course/Programme(refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	F	
2011-12	-	-	-	-	-
2012-13	-	-	-	-	-
2013-14	-	-	-	-	-
2014-15	60	60	34	26	

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	% of students from other states	% of students from abroad
B.Com-1st Sem	90%	10%	Nil
B.Com-2nd Sem	90%	10%	Nil

28 **How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?**

No

29 **Student Progression**

Student Progression	Against % enrolled
UG to PG	Many, however, the exact data are not available
PG to M.Phil	---
PG to Ph.D.	---
Ph.D to Post-Doctoral	---
Employed • Campus Selection • Other than campus recruitment	Nil So many, but the exact figures are not available

30 **Detail of Infrastructural facility**

Library	**100 Text Books**
Internet Facilities for staff & students	**Yes**
Class rooms with ICT facility	**No**
Laboratories	**No**

31 Number of students receiving financial assistance from college, University, Government or other agencies.

- **Approximately 18% students receive financial assistance from the above agencies.**

32 Detail on student enrichment programmes
(Special lectures/workshop/seminar) with external experts.

No

33 Teaching method adopted to improve Student learning.

- **Lecture,discussion, feedback and class tests**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **Students of Commerce do participate in the College NSS and other allied activities.**

35 SWOC analysis of the department and future plans

Strengths:	**Students are very much interested in the subject of Commerce.**
Weaknesses:	**Even the very basics of commerce are not clear to the majority of students coming from the poor and the rural background.**
Opportunities:	**There is a very good opportunity to teach girls mostly coming from the disadvantaged sections of society.**
Challenges :	**How to improve teacher- students ratio.**
Future Plans:	**•To start PG classes in Commerce. •Personality development classes.**

Evaluative report of the Departments

The self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1 Name of the department. **Department of Mathematics**

2 Year of the Establishment. **2015**

3 Name of Programmes /courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D. etc).

UG

4 Name of Interdisciplinary courses and the departments/ unit involved.

N.A.

5 Annual/ semester/ Choice based credit system. (Programme wise)

- **Semester (CBCS) B.A. & B.Com.**

6 Participation of the department in the courses offered by other departments.

- **The students who study Mathematics also study different subjects offered by other departments under RUSA system.**

7 Courses in collaboration with other Universities, Industries, Foreign Institutions, etc.

Not Applicable

8 Detail of courses/programmes discontinued (if any) with reasons.

No

9 Number of teaching posts

	Sanctioned	Filled
Professor	**---**	**---**
Associate Professor	**---**	**---**
Assistant Professor	**01**	**01**

10 Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil.etc.)

Name	Qualification	Designation	Specialization	No. of Year of Experience	No. of Ph.D. students guided for the last 4 years
Binny Ohri	M.Phil	Assistant.Professor	Applied Mathematics	14 years	N.A.

11 List of Senior visiting faculty

Not Applicable

12 Percentage of Lectures delivered and practical classes handled (Programme wise) by temporary faculty

Not Applicable

13 Student-Teacher Ratio (Programme wise**)** **62:1**

14 Number of academic support staff (technical) and Administrative staff; sanctioned and filled

- **All members of non-teaching staff are helpful.**

15 Qualification of the teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG.

M.Phil

16 Number of faculty with ongoing projects from a (National) b International funding agencies and grants received

Not Applicable

17 Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grants received

Not Applicable

18. Research centre/ facility recognized by the University

Not Applicable

19 Publications: **Not Applicable**

- a) Publication per faculty
- Number of papers published in peer reviewed journals (National/International) by faculty and students
- Number of publications listed in International Database (For Eg. Web of Science, Scopus, Humanities International Complete, Dare Database,-International Social Sciences Directory, EBSCO Host, etc.)

- Monographs
- Chapter in books
- Book Edited
- Books with ISBN/ISSN numbers with details of publishers
- Citation Index
- Snip
- SJR
- Impact factor
- h- Index

20 Areas of consultancy and income generated

Not Applicable

21 Faculty as members in

a) National committees b) International committees c) Editorial Board….

Not Applicable

22 Student projects

a) Percentage of students who have done in- house projects including Inter departmental/programme

Not Applicable

b) Percentage of students placed for projects in organizations outside the Institution i.e. in research laboratories/Industry/other agency.

Not Applicable

23 Award/Recognition received by faculty and students

Not Applicable

24 List of eminent academicians and scientists/visitors to the department

Not Applicable

25 Seminar/Conferences/Workshops organized & the source of funding

Not Applicable

National
International

26 Student profile programme/course/course wise

Name of the course/Programme(refer question no.4	Application received	Selected	Enrolled		Pass percentage
			M	**F**	
Compulsory Course	**62**	**62**	**35**	**27**	
Elective	**62**	**62**	**35**	**27**	
G.I.H.	**42**	**42**	**20**	**22**	

M = Male F= female

27. Diversity of students

Name of the course	% of students from the same state	students from other states	udents from abroad
B.Com-2nd Compulsory Course	**90%**	**10%**	**Nil**
B.Com Elective	**90%**	**10%**	**Nil**

28 How many students have cleared national and state competitive Examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Not Applicable

29 Student Progression

Student Progression	**Against % enrolled**
UG to PG	**Many, but exact data are not available**
PG to M.Phil	**--**
PG to Ph.D.	**--**
Ph.D to Post-Doctoral	**--**
Employed • **Campus Selection** • **Other than campus recruitment**	 **Not Applicable** **Many, but exact data are not available**

30 Detail of infrastrural facilities;;

a) Library ; **Text Books ; 80**
Reference Books; 60

b) Internet Facility **Yes**

c) Classroom with ICT **Not Applicable**

d) Laboratories **Not Applicable**

31 Number of students receiving financial assistance from college, University, Government or other agencies.

- **Approximately 21% students receive financial assistance from the above agencies.**

32 Detail on student enrichment programmes (special lectures/workshop/seminar) with external experts.

Not Applicable

33 Teaching method adopted to improve student learning.
Lecture method discussion method.

- Both l**ecture method and discussion method**

34 Participation in Institutional social Responsibility (ISR) and extension activities.

- **Students of Maths participate in all the extension activities undertaken by the college.**

35 SWOC analysis of the department and future plans

1 Strengths:

- **Some students are very intelligent in Mathematics.**

2 Weaknesses:

- **Students study only the prescribed syllabus.**
- **Need to enhance the students' reading habit.**

3 Opportunities:

- **To sharpen competitive edge of students.**
- **To teach the students who are otherwise bereft of studies due to financial problems.**

4 Challenges:

- **To ensure 100% attendance of students in the class.**

5 Future Plan:

- **To start the subject of Mathematics as Major and Minor from the ensuing session of June, 2016.**

ANNEXURES

Annexure-I

Annexure-II

Annexure-III

Annexure I.

SDWG GOVT.COLLEGE BEETAN, DIST.UNA H.P.

No. ---------- Dated: ----------

Declaration by the Head of the Institution

I certify that the data included in the Self-study report (SSR) are true to the best of my knowledge.

This self-study report (SSR) is prepared by the institution after internal discussions, and no part thereof has been sourced out.

I am aware that Peer team will validate the information provided in this SSR during the peer team visit.

Signature

Abhilasha Sharda

Principal/Head of the Institution

(Name and Signature with office seal)

E-Mail ID principalgcbeetan@gmail.com

Mobile No. 9418156156

Place- Beetan

Dated

Annexure II

SDWG GOVT.COLLEGE BEETAN, DIST.UNA H.P.

No. ---------- Dated: ----------

Certificate of compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that SDWG Govt.College Beetan, Una H.P. fulfils all norms

1 Stipulated by the Himachal Pradesh University Shimla-5
2 Regulatory Council/Body(Such as UGC, NCTE,AICTE, MCI,DCI,BCI etc.) and
3 The affiliation and recognition (if applicable) is valid on date.
4

In case the affiliation/recognition is conditional, then a detailed with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation if granted shall stand cancelled automatically the institution loses its university affiliation or recognition by the regulatory council as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by the NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to the NAAC will be displayed on the institutional website.

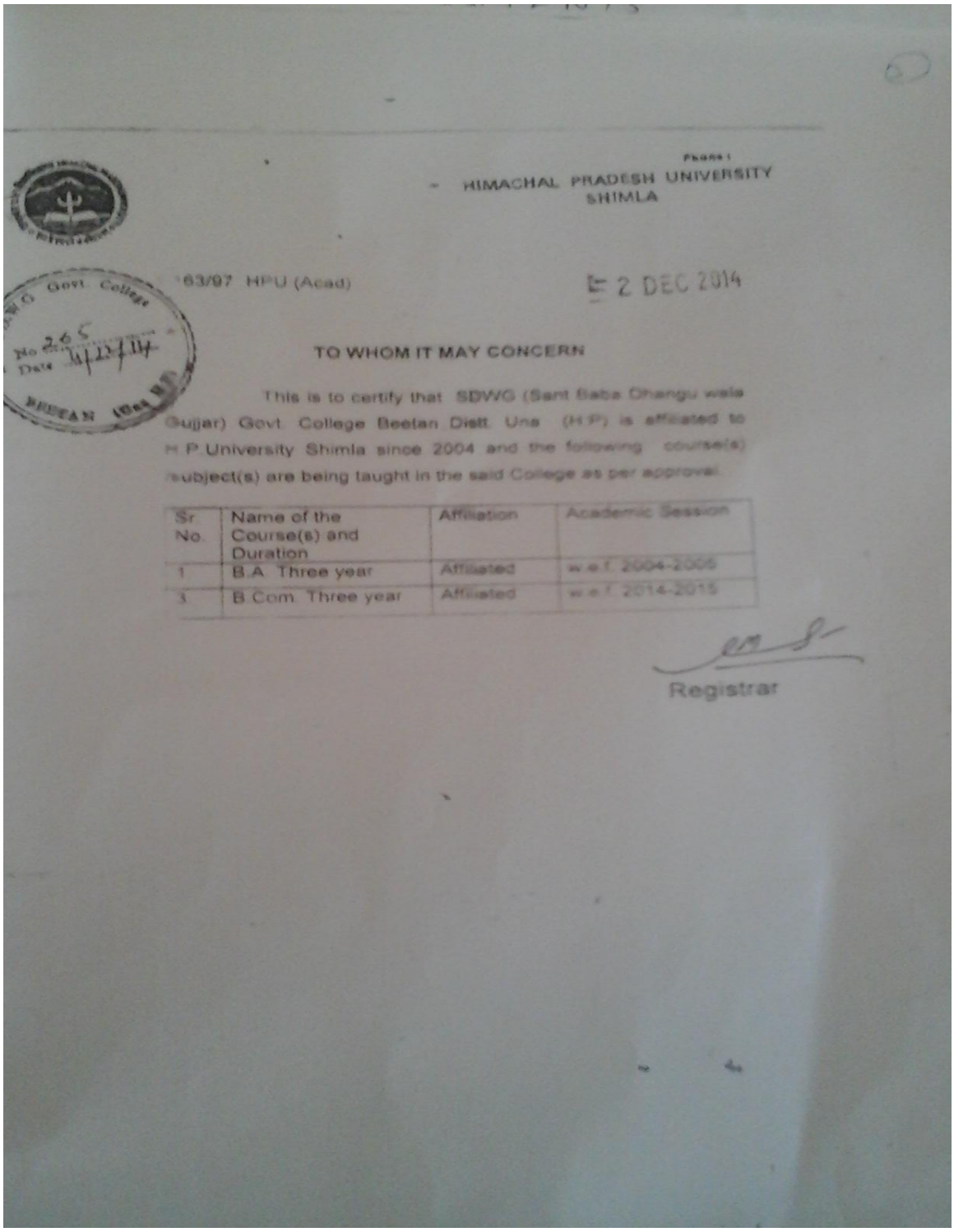
Place: Beetan
Dated:

Abhilasha Sharda
Principal/Head of the Institution
Name and Signature with office seal

E-Mail ID principalgcbeetan@gmail.com

Mobile No. 9418156156

Annexure III Certificate of Validity of Affiliation



HIMACHAL PRADESH UNIVERSITY
SHIMLA

63/97 HPU (Acad)

2 DEC 2014

TO WHOM IT MAY CONCERN

This is to certify that SDWG (Sant Baba Dhangu wala Gujar) Govt. College Beetan Distt. Una (H.P) is affiliated to H.P University Shimla since 2004 and the following course(s) /subject(s) are being taught in the said College as per approval:

Sr. No.	Name of the Course(s) and Duration	Affiliation	Academic Session
1	B.A. Three year	Affiliated	w.e.f. 2004-2005
3	B.Com. Three year	Affiliated	w.e.f. 2014-2015

Registrar