



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Govt P.G. College Una
• Name of the Head of the institution	Dr. Trilok Chand
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01975226035
• Mobile No:	9418479015
• Registered e-mail	gpgcuna68@gmail.com
• Alternate e-mail	gcuna-hp@nic.in
• Address	Govt. P.G. College Una HP
• City/Town	Una
• State/UT	Himachal Pradesh
• Pin Code	174303
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Himacahal Pradesh University Shimla																		
• Name of the IQAC Coordinator	Smt. Pratima Nadda, Associate Professor																		
• Phone No.	01975226035																		
• Alternate phone No.	01975226035																		
• Mobile	9418475101																		
• IQAC e-mail address	iqacgcuna@gmail.com																		
• Alternate e-mail address	gpgcuna68@gmail.com																		
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.govtpgcollegeuna.in/w-p-content/uploads/2022/10/AOAR-Report-2020-21.pdf																		
4. Whether Academic Calendar prepared during the year?	Yes																		
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.govtpgcollegeuna.in/w-p-content/uploads/2022/10/Academic-Calendar-session-2021-22.pdf																		
5. Accreditation Details																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>not mentioned in certificate</td> <td>2006</td> <td>02/02/2006</td> <td>01/02/2011</td> </tr> <tr> <td>Cycle 2</td> <td>B</td> <td>2.61</td> <td>2016</td> <td>25/05/2016</td> <td>24/05/2021</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B+	not mentioned in certificate	2006	02/02/2006	01/02/2011	Cycle 2	B	2.61	2016	25/05/2016	24/05/2021
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to														
Cycle 1	B+	not mentioned in certificate	2006	02/02/2006	01/02/2011														
Cycle 2	B	2.61	2016	25/05/2016	24/05/2021														
6. Date of Establishment of IQAC	01/01/2009																		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	Utkrisht Mahavidyalya Yojana 2021-22	State Government	2021	10000000
Institutional 1	Scheduled Caste Development Programme	State Government, Director Higher Education, Shimla HP	2021	20000000
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9. No. of IQAC meetings held during the year		3		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
1. On the recommendation of IQAC, the Department of English organized an International conference on the topic "Changing Trends in Diasporic Literature" on April 22-23, 2022.				
2. A Covid-19 vaccination drive was organized as a safeguard for students, staff and community with the efforts of IQAC.				

3. On the recommendation of IQAC, IELTS and office automation classes were conducted for the development of human resources.

4. A mechanism for the feedback of students, teachers & alumni was developed which helped in getting the required feedback and take corrective measures.

5. The process of the automation of college library was initiated on the behest of the IQAC.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Fixing a synthetic turf on the basketball court.	1. Synthetic turf laid on basketball court.
2. Renovation of student parking area.	2. Student parking area renovated.
3. Setting up of solar panels in the college campus.	3. Solar panels installed on the roof of PTA Block.
4. Upgradation of Administrative Office.	4. Administrative Office upgraded. Steel almirahs and office furniture purchased.
5. Upgradation of placement office.	5. Placement office upgraded.
6. Setting up of minor Research Centre.	6. Minor research centre was setup in room No.05
7. To increase various sports, cultural, extra-curricular activities in the college	7. Inter college Hockey and Inter college Judo tournaments were organized, Important national and international days were celebrated, Road safety club & Red Ribbon Club organized various activities in the college,
8. Installation of interactive touch panels in smart classrooms	8. Four interactive touch panels were installed in four smart classrooms

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	07/03/2022

15. Multidisciplinary / interdisciplinary

The Government Degree College Una has implemented the choice-based credit system in undergraduate programs from the session 2013-14 as per the direction of H.P. University. The students are given free choice to choose their combination of courses from different programs available as per guidelines and syllabus notified by Himachal Pradesh University. To widen their choices further, add-on courses that are multidisciplinary in nature are offered at college level in collaboration with HPKVN. These courses are offered to the students of all the disciplines. It will be the priority of our college to expand number of Multidisciplinary/interdisciplinary courses from the next academic session. In this process various skill enhancement courses, generic elective courses and ability enhancement courses will be opened for all the applicants. Multidisciplinary courses like environmental studies, MIL ie English, Hindi and Sanskrit are already offered to all the students.

The college is also offering BBA, BCA, PGDCA, MBA and MCA courses under self-financing scheme. These courses can be opted by the students of any discipline. Keeping in view the problems faced by the students, the college is planning to set up some short term and vocational courses. The aim is to make the students equipped, so that they don't need to rely on Government jobs but instead pave a way towards self-employment. It is planned that from the next session, at the time of admission the number of courses that are interdisciplinary in nature will be expanded. Multidisciplinary courses like environmental studies, computer science and research methodology (add on) are already in pipe line.

16. Academic bank of credits (ABC):

Presently the college is not eligible for academic bank credit

scheme of UGC. The college students will have chance to avail the facility of academic bank of credit when Himachal Pradesh University, Shimla which is accredited A grade by NAAC, and H.P. Technical University Hamirpur register for academic bank credits.

17.Skill development:

The vision of the college is to promote Value-Based Quality Education; hence the college makes efforts to inculcate positivity among the students. The college also celebrates National festivals like Independence Day and Republic Day. By observing various programmes like World Aids Day, Environment Day, observing the Death and Birth Anniversary of our National leaders, the college makes all out efforts to imbibe the good qualities of the students. Mentoring students is also one of the practices of the institution, to enable students to explore future employment pathways after graduation, and help them get the most of their studies.

Presently, the college is successfully running under graduate vocational degree programme in Retail Management and Hospitality and Tourism as per the guidelines of UGC and Government of Himachal Pradesh as well as affiliating university, i.e., Himachal Pradesh University, Shimla since 2017. The programme is divided into two parts; one, general component and second, skill component. The general component is being regulated as per the regulation of affiliating university and directions of state government, whereas the second component is being regulated by the respective sector skill council, Govt. of India. The general component is focused on the development of soft skills and the skill component is focused on the skill development in the labs/classrooms then by undergoing On Job Training (OJT) as per the NSQF requirement in different location and different levels of skill as notified by the government.

An attempt will be made to involve experts from industries, National Skill Development Councils (NSDCs), Alumni of the college to create a unified platform for learners by mapping their skill and certifications. The courses will be offered on hybrid mode; on-line as well as off-line.

To ensure skills and make the students studying at Govt. College Una more saleable in the employment market, different institutions of higher education will be requested to be part of such skill development initiatives of the college by entering into MoU.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college encourages the teachers and students for the use of Hindi and local Punjabi and Pahari languages in teaching learning process. The use of Hindi in official communication, preparation of question paper, holding of Hindi quiz programme etc. are also encouraged in routine working of the college. The students already have option of studying Hindi and Sanskrit languages as courses in UG classes.

A list of online courses approved by UGC on Indian languages will be uploaded in the college website for the benefit of students. The status of traditional knowledge will be documented to prepare appropriate plan.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Already the students from this college are working in different fields like politics, administrative services and education sector in the centre and state government. This fact can be highlighted by the data of the number of faculty members of this college who have studied from this college itself. Efforts are being made in various disciplines to enhance the job-oriented skills like communication, ICT, field exposure. We are planning to modify lectures on skill development as per the requirements of industry and government. Further in this process, the IQAC in the beginning of each academic session prepares flexible implementation plan for whole academic session and each department is asked to implement the plan effectively in the interest of the students. The outcome of the plan is being evaluated regularly by taking feedback from students as well as teachers and rectified as per the requirement.

20.Distance education/online education:

During corona period, the institution has realized the importance of online education and distance education and the teachers and students became well versed with the online education tools like google meet, Microsoft teams, zoom, YouTube, WhatsApp group etc. The most of the teaching and learning process took place through these online modes. The other works related to examination, admission, class tests, seminars etc. also took place through online mode. The institution has admission portal for admission to all the programs.

Teachers have been involved in different online programmes like faculty development programmes, workshops, seminars, summer schools etc. and students are also being involved in cultural exchange programmes being implemented by the different departments of the college.

The college will plan to apply for courses in yoga and soft skill development through distance mode. The efforts will be made to sign MoUs with national and international academic institutions and to prepare curriculum for mutual learning with a goal to implement from the next academic session i.e., 2022-23. Our college has already signed MoU with IIT Bombay for spoken tutorial courses. Our students have options to do many online certificate courses through this spoken tutorial programme.

The technology (ICT) enabled learning will be the main focus as per the guidelines and mandate of the NEP-2020 and our college will make concrete steps to involve more teachers as well as students to contribute and participate in ICT enabled distance/online education in future.

Extended Profile

1.Programme

1.1	501
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	4343
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	37.5 %
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1429
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Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		71
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		77
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		38
Total number of Classrooms and Seminar halls		
4.2		406.13798
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		241
Total number of computers on campus for academic purposes		
Part B		
CURRICULAR ASPECTS		
1.1 - Curricular Planning and Implementation		
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process		
<p>The Government College in Una is affiliated with Himachal Pradesh University, Shimla. The college follows the curriculum prescribed by HP University. Some of the faculty members who are part of the Board of Studies at HP University play an important role in curriculum</p>		

planning based on feedback from students and their own experience. Before the commencement of the academic session, strategies are planned and various committees are formed at the college level for effective implementation of the curriculum. The faculty members prepare an academic calendar in accordance with the university academic calendar and state holidays. The prospectus designed by the prospectus committee gives information to students about various courses available at college. The timetable committee prepares a timetable that is shared with students through the college website and notice board. During COVID-19, colleges adopted both online and offline modes of teaching. At the start of the session, continuous internal assessment is also planned. The scores from class tests, house tests, assignments, and attendance have weightage in the final examination. It also helps the teacher evaluate learning outcomes. Teachers attend various FDPs, webinars, and refresher courses to keep up with the latest developments in the field of teaching and learning.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	NIL

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Since the college is a part of the Himachal Pradesh University, its academic calendar adheres to the university's schedule for most of the events, such as classes, examinations, vacations, sports, cultural events, etc. This academic calendar includes the formal process for continuous internal evaluation. The examination committee and the teacher concerned plan the schedule of various components of internal assessments for each course based on the college academic calendar and university notifications, and they inform the students about the dates and times of the internal evaluations. The weightage of various components of internal assessment is shared with the students by the teachers at the beginning of the academic session. The performance of the students in these components, such as class tests, midterm examinations, and attendance, etc., along with suggestions for improvement, is discussed with them.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Academic-Calendar-session-2021-22.pdf (govtpgcollegeuna.in)

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

8

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The curriculum of various courses offered in the college integrates cross-cutting issues relevant to professional ethics, gender, human values, the environment, and sustainability. The issues related to human values and gender are integrated into the courses of Education, English, Political Science, and History. Professional ethics are integrated into the courses of the BBA and MBA. Issues related to the environment and sustainability are integrated into courses in Environmental Studies, Geography, and History. In addition, various extracurricular activities are conducted in this regard by different bodies of the college, such as the NCC, the NSS, the Rovers and Rangers, and the Women's Cell.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

427

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the

B. Any 3 of the above

syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.govtpgcollegeuna.in/feedback-reports/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
4704	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

2395

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The aim of education is to enable each student to attain all-round development according to his/her own attributes. To achieve this, students are provided with suitable assistance and guidance in accordance with their abilities and learning needs, so that they may develop their potential to the full. Keeping in view the innate differences in intelligence, social and economic background, variations in past learning experiences, and perhaps variations in the level of congruence between the learner and the curriculum, catering for individual differences is intended neither to narrow the gap between individuals nor to even out their abilities and performance. The list of courses, curricular and co-curricular activities, rules and regulations, facilities available etc. are also published in the college prospectus which is provided to the students before the beginning of academic sessions. At the beginning of each course, teachers assess the learning levels of the students in the class, and their prior knowledge about the course, and accordingly special programmes for advanced learners and slow learners are planned. Remedial and extra classes are conducted for advanced and slow learners. After the completion of the syllabus, subject classes are also repeated for slow learners and late admissions.

File Description	Documents
Link for additional Information	NIL
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
4343	71

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student-centric methods such as experiential learning, participative learning, and problem-solving methodologies are used for enhancing learning experiences. All the teachers employ student-centric methods with audio-visual aids and demonstration methods to make the students active learners. In the classroom, the participation of students is encouraged during interactive sessions and questions are asked in the class for student participation and assessment. Most of the teachers also make use of the ICT-enabled classrooms to deliver lectures using PowerPoint presentations or subject-oriented videos. Students are encouraged to learn through various methods such as group discussions, quiz competitions, presentations, and project work. They are given problem-based assignments and projects in problem-solving methodologies. These activities promote an attitude towards independent learning and encourage self-study. At the end of each course, students have to submit well-prepared Assignments on the given topic from the syllabus and also give a PowerPoint presentation of the given assignment. Through these assignments, they become able to comprehensively express their knowledge on a given topic, which also helps them to develop writing skills and information searching.

File Description	Documents
Upload any additional information	View File
Link for additional information	NIL

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for

advanced knowledge and practical learning. Different software available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, computer/laptops/tablet systems are used in the classrooms. These applications are also used to provide online education during the covid-19 situation. The application helps in engaging students with lively audio-visual content. Wi-Fi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads. Xeroxing facility is also available in the library. Hostels are also equipped with computer labs and Wi-Fi facility to encourage learning. Kahoot is a game-based classroom response system played in real time. Questions are projected on a shared screen, while players answer the questions with their smartphone, tablet, or computer, creating a social, fun and game-like environment for better learning experience.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.govtpgcollegeuna.in/ict-facilities/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

71

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

23

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

424

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Multiple and concurrent evaluation is followed by the college. Internal assessments and internal practical tests are conducted at appropriate time with respect to calendar of examinations fixed by the Himachal Pradesh University. The students are given detailed information regarding the examination schedule, regulations and evaluation process on official website of the college as well as displayed on the notice boards. The teachers help students in grasping the correct essence of the questions asked, wherever such an inquiry is raised. If any tabulation error is found or is communicated, necessary corrections are duly made by the concerned and correct information is passed to the university accordingly. Due care is taken and track is maintained till completion of assignments. Self-assessment is also encouraged to provide an insight into students' true comprehension and it can help to identify gaps in students' knowledge. Encouraging students to examine their own learning and levels of understanding can be an important 'wake-up call'. As per the university regulation our college insists on 75% as the minimum cut-off level for the attendance to appear in the examinations.

File Description	Documents
Any additional information	View File
Link for additional information	NIL

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institute has devised an efficient mechanism to deal with examination-related grievances and their time-bound rectification. In case of internal examination-related grievances any discrepancy or error in their attendance, submission of assignments, and marks of midterm are dealt with carefully by the concerned teacher. After the completion of the course before the announcement of exams by the University, every teacher makes sure to compile the internal assessment based on prescribed criteria and submit it to the office well in time. As per internal practical tests are concerned, if any student pinpoints any academic discrepancy viz conduct of tests, the concerned teachers immediately put efforts to sort out the grievances. If the grievances related to the examination are received after the declaration of results by the university, then discrepancies in marks of the internal assessment, attendance sheets, errors in the bio-data, etc. are immediately addressed, corrected and quickly disposed of for onward submission to the

university by the convener of the examination committee. Office superintendents and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Wherever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to the Coordinator of Examination for the speedy redressal of the issue. Close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of queries, explanations, and doubts if any.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.govtpgcollegeuna.in/grievance/

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students. Course Outcomes as well as Learning Outcomes depend upon the nature of the course and the subject concerned. The syllabus of each programme provides clear information about core courses, generic elective courses, fundamental courses, discipline-specific courses and also the learning outcomes of different programmes. At the beginning of every academic year, the programme outcomes are verbally communicated to the students by teachers. The syllabus also provides information about the scheme of instruction and evaluation. Every department plans and conducts all activities in light of the programme outcomes, and course outcomes and the students are encouraged and guided to learn and imbibe these outcomes. Learning Outcomes of the Programs and Courses are discussed with students at the end of each topic by the faculty. The importance of the learning outcomes is communicated to the teachers in every IQAC Meeting and in Institution Committee Meeting. The same had also been communicated to the students through tutorial methods.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.govtpgcollegeuna.in/wp-content/uploads/2022/10/Programme-outcomes-Programme-specific-outcomes-and-Course-Outcomes-Final.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course outcome is measured through syllabus, completion of syllabus, continuous evaluation, setting up of question paper, evaluation, and result. Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. The continuous evaluation is done through class tests, quizzes, unit tests, written assignments, model presentations, presentation of papers, black board presentations, project and field work etc. The end semester examination of every course is based on written examination of three hours.

Various components for continuous assessment are defined and used, as per the norms of the H.P. University. The evaluation is rigorous and the minimum 75% attendance is also tied with marks. It is done by totaling the marks acquired by the students in their corresponding Course Outcomes & Internal Assessment. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process. Some subject based extra-curricular activities are also organized e.g., extempore speech in given topic, Rangoli, declamation competition, Awareness/celebration day, Hindi-diwasi, Women's day, Constitution day, Voter awareness day, AIDS awareness, Blood checking, Population awareness day, etc. It enables students' to express their knowledge and this boosts their confidence.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1005

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.govtpgcollegeuna.in/wp-content/uploads/2022/10/Annual-report-2021-22.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.govtpgcollegeuna.in/wp-content/uploads/2022/10/SSS-2021-22-Una.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NIL

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

28

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

14

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

For social awareness and holistic development, the students are encouraged to participate in extension activities organised by NCC, NSS, Rovers and Ranger units and various clubs of the college. The various extension activities organised during the session

1. Awareness program for proper disposal of used masks and gloves was organised at regional hospital, Bus stand and MC Park areas of Una town.
2. Organised district level quiz competition on the topics AIDS, Blood Safety, Precautions during Covid-19 pandemic, Drug Abuse, Mental Health, Diet & Nutrition and other youth issues. The students from nearby colleges of Una district participated in this quiz.
3. Online workshop on the Covid-19 pandemic was organized in collaboration with MGNCRE

4. Organised rallies on Road-Safety awareness, and cleanliness drive under the campaign "Clean India-Safe India". The NSS volunteers collected single-use plastic and other garbage from nearby slum areas. Approx. Ten kg of Plastic was collected and handed over to Municipal Council Una.
5. Organised Nukkad-Natkas on awareness about drug addiction and road-safety rules.
6. A two days camp on Road Safety Awareness was organized by the Road Safety Club of the college.

Besides the above, the Green-Environment and Red-Ribbon Club of the college organized various other activities, the report of which is being uploaded.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

35

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1776

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

348

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The infrastructure of college includes 7-Major buildings/Blocks i.e. Arts-Block, Science-Block, Commerce-Block, MBA/MCA-Block, BCA-Block, BBA-Block, and Admin-Block. One additional building is under construction. The college has about 38-classrooms 18 of which are ICT enabled, 2-chemistry labs, 2-physics labs, 1- Botany lab, 1-Zoology lab, 1-Geography lab, 2-Music Rooms and 5-Computer Labs. The ICT facilities include Projectors, digital podiums, CCTV cameras, interactive touch panels, and latest software. The college has more than 241computers only for teaching and learning practices. In addition to this college has dedicated Girls Common Rooms, Sick Rooms, NCC Rooms, NSS Room, Gym, and Judo room. Further college has a dedicated Seminar Hall and 1-Multipurpose Hall furnished with ICT facilities and with a seating capacity of 120 and 500 respectively and 1- central library. The college has a dedicated TPO office, a Research Centre, Boys hostel, Residential colony with 16 quarters for teaching and 4 quarters for non-teaching faculty members. The whole of the college is under a CCTV surveillance system. A public address system is also available in the college The 38classrooms and 1 multipurpose hall can accommodate more than 4000 students. Wi-Fi and internet facility is also available in the college including libraries, admin block, computer labs, and smart classrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

More than 3000 square-meter open area is earmarked for cultural activities. A dedicated stage (200 sq.m) for cultural activities and other functions with proper roofing is available in the college. Open area with interlocking tiles of more than 2000 sq.m is also available for cultural and other functions in the college. About 800 students can accommodate in this area during cultural and other functions. In addition to this one indoor multipurpose hall equipped with ICT facilities with a seating capacity of about 500 students is also available for cultural events. Two dedicated music rooms equipped with all necessary instruments are present in the college. After assessing the requirements as per university schedule for inter-college championships /events for the session, the purchase committee invites e-tenders/ quotations through Gem for the purchase of sports/music equipments.

Basket Ball Court, Badminton court, Handball court, kabaddi mats are used for outdoor games and sports. The Multipurpose gym is equipped with 10 station multi gym, Treadmill, Cycle, Open weight-lifting platform, weight lifting sets, Cross fits, dumbbells and plates. It remains open from Monday to Saturday with two Instructors employed for the purpose. The Yoga Centre is also available for the staff and hostel students. A mini-indoor sports complex is under construction.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

24

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.govtpgcollegeuna.in/ict-facilities/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

308.73137

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Government Degree College Una has a well-equipped library for the benefit of the students and staff members. Library has one reading room having capacity of 80 users, one office for the librarian and a reference room. The library has 22000 books on different subjects to cater to the needs of its uses. To nurture the interest among the students on current affairs and general knowledge, the library has subscribed to 7 English and 7 Hindi newspapers, 13 magazines and 33 journals. The library offers online access to e-Journals and e-Books through INFLIBNET under N-List program in which access to 80409 eBooks and 3828 + e-journals, e-ShodhSindhu and Shodhganga is provided. For easy accessibility, library has weblinks for N-LIST as

well as for open access resources. Library has SOUL(ILMS) software for easy management of its resources. Books are catalogued in this software and these can be searched by accession number, author, title and subject. Library also provides WiFi facility to the students and teachers. Library has separate section for digital library in which 16 computers are installed where students can access and read the library material in form of e-books/e-journals

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.govtpgcollegeuna.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

3.35631

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

138

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College has separate broadband connections in the Office of the Principal and 08 -different computer labs of different courses including BCA and MCA labs having bandwidths of more 50 MBPS with the scheme of monthly unlimited data accessibility. The broadband connection enables Wi-Fi availability in all departmental computers and can be accessed throughout the entire college campus with passwords. All departments are equipped with computers, printers, LCD projectors, a digital podium facility, and broadband internet connection. 18 classrooms, 1 multipurpose Hall, 1 conference room and 1 seminar Hall, are ICT enabled. ICT facilities include projectors, podiums, interactive touch panels, and smart boards. The regular maintenance and up-gradation of computers and related accessories is done by the local vendor as and when required. E-books and E-resources are available for student access in the college library. The college has online admission software and a website that is regularly updated to provide online access to information, notices, events, feedback collection, and online learning facilities for the students and all stakeholders. The adequate number of printers, scanners, UPS (s), and CCTV Cameras are also available in the college. One LED Display Screen to display important notices is also available in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.govtpgcollegeuna.in/ict-facilities/

4.3.2 - Number of Computers

241

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

97.40661

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The various physical, academic and support facilities are provided and maintained as per need and requirements. The proposals are submitted to purchase committee. Then financial sanction is taken from the Principal-cum-DDO of the college for purchase of articles like equipments for labs, books for the library, furniture for the

classrooms, computers, digital teaching aids and sports materials. The expenditure is incurred by observing all codal formalities from various available college funds. Documentation regarding expenditure is done centrally by the college office and the concerned departments. The record in laboratories is maintained by the laboratory staff under supervision of the HOD. The physical verification is done periodically. Serviceable items are repaired while unserviceable items are disposed off following proper procedure. Technicians, masons, plumbers, carpenters are engaged from outside to ensure the maintenance of drinking water facilities, furniture, campus and the canteen. Part time electrician and a gardener have been engaged. The water-tanks are cleaned regularly. The fire extinguishers installed in the college are regularly refilled. 5 part time sweepers have been engaged for general cleanliness of the college. Two lab assistants have been engaged for maintenance of ICT facilities and commuters. CCTV, Advanta rapid & admission software are maintained through AMC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

289

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

34

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills**

B. 3 of the above

File Description	Documents
Link to institutional website	NIL
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

233

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

17

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Student's Central Executive in league with the other elected members of the body acts in consonance to form not only a bridge between the students and the college authorities but also undertakes many activities to further the cause of student development at all levels-be it academic or curricular.

CSCA (College Students Central Association) is constituted annually as per the norms of the affiliating HP University. The office bearers of the CSCA are nominated every year as per the merit of the students in the previous year giving due representation to all the classes. This Student Council consists of President, Vice-president, General Secretary, Joint Secretary, and Department/Class Representatives. The student representatives are selected from each stream respectively. Two students each from NCC, NSS, Rover Rangers, Sports, Cultural Club, and societies are also nominated in this body. The Student Council is officially recognized and felicitated during the CSCA Oath Taking ceremony. Regular meetings of the CSCA and CSCA Advisory Committee are organized and recorded for the redressal of the grievances of the students. The CSCA plays an active role to pinpoint and resolve problems confronted by the students in the college. The CSCA organizes a cultural Programme under the guidance of the CSCA Advisory Committee and the Cultural Committee.

Students as editors and budding writers in the college magazine "Sombhadra" contribute enthusiastically and learn the skill of writing, editing, and publication.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

170

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution has a registered alumni association. Every alumnus cherishes the time he or she has spent in college and our college has been one such source and inspiration for all the students who have passed out from this campus. An old Student Association (OSA) was formed in the college in the year 2005. The main objective of the Association is to work in close association with the college authorities for the overall development of the college. Since its registration, The Annual General Meeting of the association is held every year. All the valid members of the association are intimated of the meeting. The members of the association are actively contributing in terms of funds as well as suggesting measures to better the teaching-learning atmosphere on the campus. Their role as a liaison between the college and society is also acknowledged.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college is committed to follow the vision and mission statement of the institution in letter and spirit. There are committees in place for all important aspects of the college. The IQAC committee has a senior faculty member as its coordinator. They have a say in framing the internal policies vis-à-vis the functioning of the institution. The committee is responsible for maintaining each and every record of the college events, functioning etc. The Advisory committee, Purchase and Development Committees are some of the important committees that help run the college properly and undertake governance recourses on their own through a set procedure. The college has committees pertaining to the functioning of library, sports, cultural, placement, career & counselling etc. which help in conducting the various affairs of the college. The college has a routine of giving fee waiver to orphans, poorer and physically challenged students. The faculty members of the various committees act in sync with the vision and mission of the college by adhering to the rules and regulations and the set procedure for the various tasks to be undertaken.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Government College Una (HP) believes in decentralization and participative management. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic, co-curricular and extra-curricular activities to be conducted in the course of the academic session. The committees are headed by senior faculty members. The principal works at the suggestions of the committee members. Students' involvement is also ensured through their participation in the committees. This has brought about considerable efficiency, transparency, accountability, and responsiveness in the college functioning.

Case Study: As Govt. College Una was notified under the Uttkrisht Mahavidalya Yojna by the Govt. of Himachal Pradesh, a grant of Rs. 1 Crore was allocated to the college for utilization. This grant was to be used under different components for the upgradation of the college as directed by the department. Ensuring the principle for decentralization and participative management different committees were constituted by the principal for the utilization of those funds. The committees headed by senior most members of staff coordinated with Principal and Advisory committee and accordingly resolved to utilize amount under various components such as Sports, Cultural, IELTS Coaching Classes, Research Lab, Placement office, Short Term Course in Office Automation etc.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC recommended for organising some national or international conference or seminar by every department in an academic session. Various departments submitted their proposals for the same. In line with the college Strategic plan, the Department of English proposed to organise an International Conference on the topic "Changing Trends in Diasporic Literature". The proposal was readily accepted and sent to the Directorate for approval. Since it was pandemic period and the threat of Covid 19 was still present, it was decided that conference was to be organised through hybrid mode.

Accordingly, the conference was organised on April 22-23, 2022 through hybrid mode. Some eminent resource persons from India and abroad joined the conference through offline and online modes. More than 200 participants from various disciplines of academia, students, research scholars and people from industry joined the conference from India and abroad and presented their papers. All staff members of the college participated actively and contributed in various capacities for and during the International Conference. Similarly IELTS coaching classes and Short Term Course on Office Automation was organised in the college as part of strategic plan for skill development in the interest of the students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	NIL
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational set up starts from the Director of Higher Education. The principal, staff council, IQAC, Bursar & student representatives participate in various administrative, academic, and quality enhancement programmes of the college. Our college is governed by Higher Education Department of Himachal Pradesh Govt., which has the responsibility to take care of all the colleges in the state. However, the administration of Govt. Degree College Una is the responsibility of the Principal who is directly accountable to the Department of Higher education.

The Principal is involved in overlooking the implementation of various plans in the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners, teaching and non-teaching staff.

The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically.

Committees for various curricular, co-curricular and extra-curricular activities are constituted at the beginning of the academic session. These committees are assigned the tasks according to the institutional plans, for the diverse activities that ensure

the overall development of students.

Various Committees- Advisory, Examinations, Scholarships, Purchase, Discipline, Sports, Cultural, Admissions, Library, Hostel, Women cell etc. All these committees are headed and convened by senior faculty members and act collectively to achieve the desired ends.

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the Institution webpage	https://www.govtpgcollegeuna.in/wp-content/uploads/2022/10/IMG_20221006_162606.jpg
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Being a Govt. college, the college offers the following welfare schemes for all its employees as per govt directions. Summer and winter vacation is provided to the teaching staff as per govt norms. The order regarding vacation schedule is issued by the higher education department, which is strictly followed by the college. The government has provided Group Insurance scheme and Accidental insurance scheme for the Staff of the College. In addition to this the facility of home loan up to Rs 15 Lacs is also given to the

staff members as per their eligibility. Maternity leave (180 days) and paternity (15 days) leave is provided to all employees of the college. There is a provision of GPF/CPF and PF (Provident fund) for the employees of the college. Medical bill reimbursement facility is also available for the employees of the college. Earned leaves, Casual leaves, Medical and Special leaves are also provided as per state govt norms. LTC is also given as per Govt norms. DCRG and ex gratia is also given to the employees as per govt directions. Faculty members have been provided accommodation in the college campus (16 numbers), whereas the nonteaching staff has been provided four staff quarters.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There is a solid Performance Appraisal System for both teaching and nonteaching staff of the college which is done through Annual Credential Report (ACR) of the teaching staff and nonteaching staff. The ACR of the teachers is based on the API Based proforma as given in UGC Regulations. This ACR reflects the details of refresher and orientation courses attended by someone and also tells about the

workshops, conferences, seminars attended and guest lecturers/ key note addresses etc. delivered by a teacher during a particular period as it is deemed mandatory for promotion to the next grade. The stock of a teacher's performance also takes into account the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The ACR's are sought at every step of up gradation/ next promotion during one's service.

Performance Appraisal for non-teaching faculty is done through ACRs which are verified by the Principal and then are sent to higher authorities. On the basis of evaluation of APIs/ ACRs by Departmental Promotional Committee (DPC), the higher scales and promotions are awarded to the faculty members under Career Advancement Scheme.

File Description	Documents
Paste link for additional information	https://www.govtpgcollegeuna.in/downloads/
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the Government College Una. Committee checks are exercised duly through stock verification after which the college Bursar verifies the bills and then forwards it to the Principal for further checking and approval. In addition to the local audits by chartered accountants, State and Central audit agencies also check the financial accuracies. The college undergoes an external audit conducted by higher education department and AG office. They verify and confirm all finance related documents. Report of audit is submitted to higher education department and AG office. In case of any query, documents are sent to college for clarification. There is effective institutional mechanism for settling audit objections if raised by the auditors. All the financial processes in the college are strictly monitored by the principal. The copies of the audit are also preserved in the college

for future record.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.10560

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Funds received from various apex bodies including UGC, Director of Higher Education and Government of Himachal Pradesh were already classified and defined for mobilization by the respective apex body. The college procures the equipments, and services as per the directions of respective apex bodies after completing the proper codal formalities. The Advisory committee and staff meetings play an important role to ascertain the requirements of the various departments and need of the students and the institution. Procurement of goods and services is only initiated after receiving the proper demand from concerned department or committee. A dedicated purchase committee is deployed for the procurement of goods and services. Further, a dedicated GeM Committee is also functioning in the college to look after all the procurement through GeM. After taking a prior sanction from principal of the college, the goods and services are procured by the Purchase or GeM Committee under the observation of principal. The procured items are entered in the respective Stock Registers and thereafter issued to the concerned department or person on need/requirement basis. The

college ensures that Optimum use of the funds is made as per the rules and Regulations of the state govt.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In order to enhance the quality of the institution in all spheres, various quality assurance strategies have been initiated by the IQAC of the institution which are as below:

As an institutionalized practice all departments are asked to organise seminars and conferences in every academic session on rotation basis. This year an International Conference was organised by department of English on April 22-23, 2022.

All the faculty members are motivated to participate in Orientation and refresher courses; Workshops, Seminars and conferences related to the teaching-learning process and to involve actively in research activities. Teachers with Ph.D are also encouraged to act as research guides and external experts for the research scholars of different institutions.

Several skill and ability enhancement courses have been organised in the college such as on IELTS and shorts term course of Office Automation for the benefit of the students.

Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are sought from all the members of IQAC for improvement and better implementation of curriculum.

All the teachers are encouraged to use ICT tools, audio-visual aids, charts, models etc. for effective teaching-learning processes.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching-learning process, structure and methodologies of operations and learning-outcomes at periodic intervals. Some of activities of IQAC in this regard are:

1. Students feedback significantly shows the actual quality of teaching-learning process. The students' feedback is conducted as per the following norms:

a. All the students and teachers are allowed to give feedback on course-curriculum, faculty, teaching-learning process and evaluation criteria so that actual picture is ascertained.

b. The whole process is operated through IQAC and no other faculty member is involved in this process at any stage.

2. The academic monitoring in r/o the regularity and punctuality of classes is done through routine visits of the Principal and HODs to the classrooms.

3. The teachers conduct remedial classes for the students who do not show better results. Revision classes are taken for the benefit of students wherever needed.

4. The Principal of the college keeps vigil on the completion of syllabus and ascertains information regarding the quantum of syllabus covered so that the prescribed syllabus is completed within stipulated time.

5. Separate parking for students has been prepared this year near the gate to avoid unnecessary traffic and promoting green and clean campus drive.

File Description	Documents
Paste link for additional information	https://www.govtpgcollegeuna.in/feedback-reports/
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.govtpgcollegeuna.in/wp-content/uploads/2022/10/Annual-report-2021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity and sensitization starts with empowering women by educating them. Therefore, as per the HPU admission norms to encourage girls to seek higher education, no tuition fee is charged from girls and also there is relaxation in upper age limit for them.

Guest lectures, functions, rallies, mentor mentee meetings etc. are organized regularly to make the students aware of the gender equality.

Common room facility

- The college provides a designated space for female students to congregate called the Girls Common Room and a committee has also been there for the supervision.

Safety and security

- A dedicated women cell along with grievances & redressal cell has been working actively in the college.
- A suggestion box is established in the college for all students.
- There is an anti-ragging squad in the college to deal with such problems.
- The college is under CCTV surveillance and all the incidents and activities are recorded and displayed on LED display in the Principal's office. Maintenance committee for the same has also been constituted.
- Security guards are always assigned at the college gates.
- Different discipline committees make regular visits to the campus.
- First-Aid committee and First aid room has already been there in the college.
- Identity Cards are issued to all students and no student is allowed to enter the college premises without ID card

File Description	Documents
Annual gender sensitization action plan	https://www.govtpgcollegeuna.in/wp-content/uploads/2022/12/Gender-Sensitization-Intiatives-and-Facilities-for-Girls.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.govtpgcollegeuna.in/wp-content/uploads/2022/12/Gender-Sensitization-Intiatives-and-Facilities-for-Girls.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy

B. Any 3 of the above

conservation measures Solar energy
Biogas plant Wheeling to the Grid Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

In order to maintain a clean environment and manage the many types of trash generated by the college, the following management strategies are adopted.

Solid waste management:

To keep the campus neat and clean and for the convenience of users the dustbins are placed in labs, on each floor of the college building along and in many places in the campus. As part of their service, NSS volunteers occasionally conduct campus cleanups. In science laboratories a wide variety of trash is produced. The solid items, including broken glass, packing, paper, samples, and equipment, are disposed off in a tank that has been specifically designed for this purpose.

Liquid waste Management:

Underground sewage tanks have been constructed for the management of liquid and sewage waste produced in the college.

e-Waste management:

The amount of e-waste produced by the college is rather low. All the e-waste produced is stored in a separate room. The efforts would be made to sign MoU with some e-waste management corporates in near future.

Waste Recycling system:

No waste recycling system is available in the college. Paper waste is sold to the local scrap dealer for recycling. No biochemical,

hazardous chemical and radioactive waste is produced as such in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	NIL
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>E. None of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="76 439 550 506">File Description</th> <th data-bbox="550 439 1471 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 506 550 645">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="550 506 1471 645">View File</td> </tr> <tr> <td data-bbox="76 645 550 748">Certification by the auditing agency</td> <td data-bbox="550 645 1471 748">View File</td> </tr> <tr> <td data-bbox="76 748 550 851">Certificates of the awards received</td> <td data-bbox="550 748 1471 851">View File</td> </tr> <tr> <td data-bbox="76 851 550 920">Any other relevant information</td> <td data-bbox="550 851 1471 920">View File</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	View File	Certificates of the awards received	View File	Any other relevant information	View File	
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Any other relevant information	View File										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>C. Any 2 of the above</p>										
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Any other relevant information	View File										
<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other</p>											

diversities (within 200 words).

Response: The college intended to carry out a variety of events in the interest of fostering an inclusive environment on campus, and in preparation for this, the following activities were planned.

- **World Environment Day:** Online poster making competition was organised on 5th June, 2021 to draw our attention towards playing our role effectively while living in perfect harmony with nature.
- **International Yoga Day:** An online 'Yoga Camp' was organised on 21st June, 2021 to raise awareness about this ancient practice. On this occasion all the students and staff members practiced and performed some sitting and standing asanas to help them recover from the impact of the coronavirus disease pandemic
- **Online workshop on Stress Management:** Through this informative and interactive workshop, the students learnt to effectively manage stress in their daily life through different techniques.
- **Azadi Ka Amrit Mahotsav:** The College celebrated 75 years of India's Independence on 14th August, 2021. Along with planting the saplings in the college, a campus cleanliness campaign was organized on the occasion of Independence Day.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Response: In terms of geographical, regional, cultural, social, economic, linguistic, and ethnically based roots, India possesses an incredible amount of diversity. All of India's citizens, regardless of their caste, religion, ethnicity, or gender, are subject to the same rules that are outlined in the country's constitution because India is a democratic and republican union of many different states. Various programmes were carried out in the campus to make the students responsible citizens and to motivate them to work for the welfare of the society.

- **An awareness programme for Proper Disposal of Used Masks and Gloves:** This programme aims at creating awareness among residents to be aware of their surroundings and safely dispose off used masks and gloves.
- **Quiz Competition:** A district-level quiz competition for the students was organized on various topics like HIV/AIDS, Blood safety, Covid-19, Tuberculosis, Drug Abuse, Mental Health, Diet & Nutrition and youth issues etc.
- **Clean India: Safe India Campaign:** Aimed at spreading awareness of cleanliness and let people understand its importance, a campaign was organized by the college students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The events which were celebrated are

- 25th January: National Voters' Day was celebrated in the college to facilitate the active participation of student voters during the elections.
- 8th March: International Women's Day was celebrated by the students to honour the Social, cultural, economic and political achievements of women.
- 23rd March: Shaheedi Diwas was celebrated to pay tribute to the freedom fighters who sacrificed their lives for the country. A webinar was organized to encourage the college students to contribute in nation building.
- 14th September: On this day several events were organized in the college to celebrate and appreciate the great works of Hindi Literature on the occasion of Hindi Divas.
- 31st October: The birth anniversary of Iron Man Sardar Vallabh Bhai Patel was celebrated as National Unity Day. The students took part in the Pledge and Rally was organized on this day.
- 10th December: Human Rights Day was celebrated in the college to commemorate the adoption of the Universal Declaration of Human Rights by United Nations General Assembly in 1948.
- 8th March 2022: International Women's Day was celebrated.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Practice 1

Financial assistance is provided to poor meritorious students interested in pursuing their studies. The college administration decided to help such students by paying their fee through PTA fund. 33 such students were provided help of Rs. 40700/- in the session. 11 students from B.A. got 1000/- each, 11 students from B.Com got 1200/- each and 11 students from B.Sc. got 1500/-each. The help for such students is also sought from other agencies or trusts. One

student was provided help of Rs. 10560/- by Navtej Memorial Trust, Mohali (Pb)

Practice 2

With the objective of motivating students for reusing plastic waste, especially plastic wrappers, a Live project on waste management "Eco Freak" was organized with focus on "Reduce, Reuse, Recycle".

As environment pollution is a major issue and plastic waste play a key role in damaging our environment badly So, it is very important to recycle and reuse the plastic waste.

Campaigning was done in college campus to make everyone aware of the hazards of plastic waste with slogan "Recycle Today for a Better Tomorrow". The plastic wrappers were collected from nearby places, and were washed, dried, shredded and converted to plastic strips which were woven into plastic sheets.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The institution is an ideal candidate for becoming a nodal institution of the area academically and in sports. The institution has a widespread area of 276 Kanals, with the facility of a boy's hostel and a well-equipped library. The institution has sufficient access to the internet at numerous spots in various departments which helps the students to be more tech-savvy and information-catching. At the undergraduate level a wide variety of courses are offered by the college, apart from the traditional courses there are many applied and job-oriented courses available in the form of BBA, BCA, and B.VOC. At the post-graduate level there are master's degree courses offered in the college in English, Political Science, Economics, and commerce. In addition to these traditional courses, the college has AICTE-approved MBA and MCA courses available for students wishing to take up the latest job-oriented courses. The institution is a study center for the distance learning courses

offered by the IGNOU. All this makes the institution a distinct place offering complete and comprehensive education under one umbrella for the youth of the area. It, therefore, justifies its place as the lead institution of the district and a complete educational institute.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The following proposals have been put forth before the Office of the Principal as plan of action for the next academic year.

- Proposal for reconstitution of and registration of Alumni association.
- Proposal of conducting Rozgar Mela for placement of the students.
- Proposal for establishment of rainwater harvesting.
- Proposal for Signing MOU regarding-waste management.
- Proposal for conducting academic, Green, and energy audits.
- Proposal for installation of Boxing ring along with the construction of a shed over it
- Proposal for the constitution of more clubs and societies.
- Proposal for organizing National/International conference and Faculty Development programmes in the college
- Target of completing the sports cum curricular activity complex.
- Target of completing the construction of a new academic block
- Proposal for developing a mechanism for obtaining feedback from the employers