**Government College Ramshehar, District Solan HP**

**Internal Ranking**

**SAR**

**Criteria 1 Teaching Learning (Score 140)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** | **Activity** | **Distribution**  **of Score** | **Institution’s Score** | **Total Score** |
| 1 | **Mode of teaching**  **Response:**  In our college, along with the lecture method, ICT tools are also mainly used to teach students. Class wise WhatsApp groups of students have been created in which YouTube Online videos are shared and various types of information, pdf, ppt, previous year question papers, information on websites, reference and textbooks are also made available. In these groups information disseminated through smartphones includes notices, assignments, exercise and practice questions and study materials are provided. Teaching is made effective through open learning, group learning, classroom discussions, brainstorming, recitations and presentations. Teachers adopt blended teaching methods in which technology-based teaching is followed along with traditional lecture methods of teaching. Like ppts, online links, online lectures, notes. Flipped classroom: group quizzes, online reading, peer instructions. As per need of different groups/; separate assignments to students as per their need and problems. | 1. Lecture method only = 6 2. Technology based teaching only= 6   Or Blended Teaching (6+6=12)   1. Flipped classroom= 8 2. As per the need of different groups of students= 5 | 1. 6 2. 6 3. 8 4. 5   **Total 25** | 25 |
| 2 | **Curriculum planning and implementation**   * 1. **Teaching schedule**   2. **Whether learning outcomes defined**   3. **Curriculum enrichment practices**   4. **Internal assessment mechanisms**   5. **Prompt communication of assessment and results to students**   **Response:**   * + 1. **Teaching Schedule:** The teaching schedule is completed as per standards of Himachal Pradesh University Academic Calendar. Classes are conducted by making a timetable under a Credit-based system. The syllabus is completed as per Academic Calendar and House tests, Class tests, Assignments, presentations, seminars, quizzes as per the prescribed syllabus.     2. **Whether learning outcomes defined:** Every teacher tells the importance of all the courses to the students in the class. Teachers provide information about the areas of employment in their subject to the students. Efforts are made to develop skills through skill-based courses. Students are provided with the opportunity to improve their communication skills through language courses.     3. **Curriculum enrichment practices:** Students are provided with the project work in B.Com. first and second year according to their curriculum. Through academic, co-curricular and extracurricular activities of NSS, students are given subject knowledge and survey work at a general level. The objective of these all activities is to provide practical knowledge of various subjects to the students. Department of political science organized group discussion on Women reservation bill 2023, youth parliament a mock drill was organized. Department of History organized a special lecture on History of Noble Prizes and history of Indian Constitution. Department of Commerce organized group discussion on G 20 summit, current affairs, online payment apps and the government rules regarding it.     4. **Internal Assessment Mechanism:** As per Himachal Pradesh University guidelines, students are given work of quizzes, assignments, presentations, seminars and the same is monitored by concerned teachers. Practical examinations are also conducted as per university rules and after evaluation their awards are sent to the university within the stipulated time. Every academic year, the students are assessed and their CCA is uploaded on the university website.     5. **Prompt communication of Assessments/ results to students:** After house examination, the answer sheets are evaluated by the concerned subject teachers and evaluated answer sheets are shown to students that help them in making necessary improvements and correcting their mistakes and shortcomings. The students are made aware of the segments in which they need improvement. This evaluation is also done in their assignment work. Even oral and written class tests are conducted regularly by the teachers which help in continuous improvement. The results of year end examinations are available on the university website, and it is also shared with students through WhatsApp groups and notice board. The college corresponds with the university to resolve the problems of those students whose results are not declared by the university. Students are informed in time to fill their re-evaluation and re-appear examination forms. Registration of new students is also completed on time. The dilemmas of students regarding university registration and examination forms is also resolved. | 1. Followed 100%= 10   80-99%=8  60-79%=6  Upto 59%=4   1. 100%=5   80-99%=4  60-79%=3  UPTO 59%=2   1. 4.0 X No. of enrichment practices observed= 16 2. Followed by all the departments=8   Above 80%=6  60-79%=4  Upto 59%=2   1. Within 7 days=6   8-14 days=3  More than 14 days= nil | 1. 10 2. 5 3. 16 4. 8 5. 6   **TOTAL=45** | 45 |
| 3 | **Add-on courses/ Certificate Courses:**   1. **No. of courses (to be specified separately)** 2. **%age of students benefitted (% of students completed MOOCs/ spoken tutorial/ NPTEL/ Other courses offered by recognized organizations)**   **Response:**  No add on courses/ certificate courses are being run by the institution | 1. No. of courses > 5 and students benefitted > 50 % = 10+10 2. No. of courses > 3 and students benefited 41 – 50 % = 7.5 +7.5 3. No. of Courses < 3 and student benefitted 31-40 %= 5 + 5 4. No. of Courses is less than 3 and student beneffitted up to 30 %= 2.5 +2.5 | 0 | 20 |
| 4 | **Student (Taken from students with 80% attendance)**   1. **Sample Size** 2. **Student’ satisfaction** 3. **Action on Feedback**   **Response:**   1. 95% sample of students was taken for feedback. 2. 100 % 3. Action taken report has been prepared considering all the doable aspects. | i.> 25 %=05, 20-25%= 4, 15-19 %=3, 10-14%=2, 10 % per percent= 1,  ii.91-100%=10, 81-90%=8, 71-80%=6, 61-70%=4, <60%=0,  iii.Considered and action taken on doables81-100%=10, 61-80%=8, 51-60%=6, 41-50%=4 | 1. 5 2. 10 3. 10   **Total 25** | 25 |
| 5 | **Examination results :**  **i.%age of students passed**  **ii.% of students with A grade and above**  **iii.No. of students in university merit**  Response:   1. 94% 2. 61% 3. 0 | i.>81%=9,71-80%=8, 61-70%=7, 51-60%=6, 41-50%=4, 31-40%=3, <30%=0,  ii.>20% with A grade and above =8, 16-20%=7, 11-15%=6, 6-10%=5, 1-5%=4  iii.HPU/SPU merit list 1st -3rd position=8, 4th -10th position=6, | i.9  ii.8  iii.0  **Total=17** | 25 |
| **Total Score** | | | **112** | **140** |

**Criteria 2**

**Student Support, Services and Progression (SCORE 280)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Activity** | **Distribution of Scores** | **Institutional Score** | **Total Score** |
| 1 | **Pre and Post admission counselling**   * 1. **Admission schedule, courses available, student intake, eligibility conditions communicated through various media**   2. **Pre-admission counselling**   3. **Student oriented about: Institutions, students’ facilities, library, introductory session with faculty and staff, academic calendar, requirements of credits as per course and CCA and other requirements post admission**   **RESPONSE:**  **i. Admission Schedule, Courses Available, Student Intake, Eligibility Conditions:** The institution employs various media to effectively communicate vital details about the admission schedule, courses available, student intake, and eligibility conditions. This information is disseminated through the college prospectus, which provides a comprehensive overview of the academic offerings and admission processes. Additionally, word of mouth plays a significant role, as current and former students within the community actively share their experiences and insights about the courses offered. To further enhance visibility and outreach, the college also utilizes flex banners, which are strategically displayed in the community. These efforts ensure that prospective students are well-informed about the opportunities available to them. Also, PTA is contacted to make mass aware about admissions in the college.  **ii. Pre-Admission Counselling:** Pre-admission counselling is a critical step in guiding students towards making informed decisions about their educational pursuits. This process is initiated when students visit the college in person to seek admission. During pre-admission counselling, students receive personalized guidance about the available courses, eligibility criteria, and other relevant aspects of the admission process. The counselling sessions are designed to address any queries or concerns that students may have, ensuring they are equipped with the necessary information to make a well-considered choice regarding their education.  **iii. Post-Admission Counselling:** After the admission process is completed, post-admission counselling plays a pivotal role in acclimating students to the college environment and academic expectations. The orientation programme, which was organized for the current academic session, serves as the primary platform for this. During this programme, students are thoroughly oriented about the institution, its facilities, and the various student services available to them. They are introduced to the faculty and staff, which helps foster a sense of belonging and familiarity.  Moreover, students are informed about the academic calendar, which outlines important dates and deadlines, and they are briefed on the requirements of credits as per their chosen course, as well as the Continuous and Comprehensive Assessment (CCA) and other academic requirements. This comprehensive post-admission counselling ensures that students are well-prepared for their academic journey and are aware of the resources and support systems in place to assist them throughout their time at the institution. | 1. Publicity through any 3 means=5; Publicity through any two means=3; Publicity through any 1 means=2 2. Yes= 10, No=0 3. Post Admission Counselling/ Induction= 10 | 1. Publicity through 2 means= 3 2. Yes 10 3. Post admission counselling/ induction= 10   **TOTAL INSTITUTIONAL**  **SCORE = 23** | **25** |
| 2. | **Scholarships:**   * + 1. **i. Awareness of different scholarship schemes and 100 % coverage of all eligible students**     2. **ii. Scholarships other than government schemes**   **Response:**  **i.Awareness of Different Scholarship Schemes and 100% Coverage of All Eligible Students:** The institution places a strong emphasis on ensuring that students are fully informed about the various scholarship schemes available to them. Eligible students are made aware of all the scholarship programs they can apply for, with detailed guidance provided to help them understand the criteria and benefits of each scheme. The institution goes a step further by helping in the application process, helping students fill out their scholarship forms accurately and ensuring that all necessary documentation is completed on time. Additionally, the verification of scholarship forms is conducted promptly, and any queries or issues that arise during the process are handled efficiently. This thorough approach ensures that all eligible students are fully covered and able to benefit from the scholarship opportunities available to them.  **ii.Scholarships Other Than Government Schemes:** In addition to government-sponsored scholarships, the institution actively supports students in applying for other scholarship opportunities, such as the SJVNL scholarship. Students are informed about these additional scholarships and provided with the necessary assistance to complete and submit their applications. The institution ensures that all queries and concerns related to these scholarships are addressed promptly, and it closely monitors the process to ensure that every eligible student can benefit from these opportunities. By offering comprehensive support for both government and non-government scholarship schemes, the institution strives to maximize the financial aid available to its students, thereby reducing financial barriers to education. | 1. =5 2. =5 | (i) 5 and (ii)= 5  **TOTAL INSTITUTIONAL SCORE = 10** | **10** |
| 3 | **Sports and cultural activities**   * 1. **%age of students participating in sports activities**   2. **%age of students participating in cultural activities**   3. **Medal/ Trophy won in sports/ cultural activities**  1. **National/ Inter University** 2. **State/ Inter College** 3. **District Level (also includes cluster level)**   **Response:**   * + 1. 4 students participated in Inter College Badminton (W) Championship held at Govt College Sanjauli, Shimla from 20th to 21st October 2023; 11 students participated in Inter College Kabaddi (W) Championship held at Govt College Sanjauli, Shimla from 30th to 31st October 2023; 4 students participated in Inter College Badminton (M) Championship held at Govt College Sunni, Distt. Shimla from 7th to 9th November 2023.   Total participants: 19, total students: 104  % of students participating= 18.26%  Students participated in the Annual Athletic Meet 2023-24 held on 16th February 2024, in which 100 m race (G), 100, race (B), 200m Race (G), 200m Race (B), 400m race (G), 400m race (B), and in Throws, there were shot put (G), shot put (B), Long Jum (G), Long Jump (B), Javelin Throw (B), Javelin Through (B),Athletic Meet Prade,     * + 1. Students participating in Cultural activities is not there as such no cultural programme was organized in the session 2023-24.   iii.No Medal/ Trophy has been won in Sports/ Cultural Activities | * + 1. >20%=10   16-20%=6  11-15%=2   * + 1. >20%=10   16-20%=6  11-15%=2  C/ A. 12, b.10, c=6 | 1. 10 2. 0 3. 0   **Total Institutional Score=10** | 32 |
| 4 | **Students participating in NSS/ NCC/ Rangers & Rovers/ Clubs:**  **Response:**  The institution sees active student participation and strong enrollment in various extracurricular clubs, including the NSS, Road Safety Club, Eco-Club, Red Ribbon Club and Electoral Literacy Club. These clubs provide students with valuable opportunities to engage in community service, environmental conservation, civic awareness, and road safety initiatives. Through their involvement, students develop leadership skills, social responsibility, and a deeper understanding of societal issues. Participation in these clubs enhances their overall personality development and fosters a sense of civic duty, contributing positively to both the campus community and society at large. The institution actively encourages such involvement for holistic student development.  There are following number of students enrolled in following clubs/ societies:   * NSS Road Safety Club * ELC * Eco-Club   Red Ribbon Club | **i. NSS=4**  **ii.NCC=4**  **iii.Rangers & Rovers=4**  **iv.Road Safety Club=4**  **v.Red Ribbon Club/ Eco/Youth Red Cross/ any other club/ society =4** | **i.4**  **ii.0**  **iii.0**  **iv.4**  **v.4**  **Total = 12 (4+4+4)** | **20** |
| 5 | **NSS/ NCC/ Rangers & Rovers:**  **Participating in**   * + - * 1. **National camps/ RD Parade**         2. **State Camps/ Parade**         3. **Award won in these activities**   **a.National ,**  **b.State ,**  **c.Cluster level**  Response:  While there is active student participation in various clubs and societies at the college level, involvement at the state or national level remains limited. Students engage enthusiastically in campus-based activities, contributing to a vibrant college community and developing key skills through these opportunities. However, participation in broader state or national platforms is yet to be fully explored. The institution recognizes the potential benefits of such exposure and is working to encourage students to expand their engagement beyond the college, aiming to support their growth on larger stages and enhance their competitive and leadership abilities. | **i.10**  **ii.7 (either of i or ii)**  **iii.a.8, b.5, c.3** | **0** | **18** |
| 6 | **Anti-drug awareness programme**  **i.Number of programmes organized**  **ii.% of students benefitted**  **iii.Counselling of suspected addicts**  **Response:**  i.In the previous year, an anti-drug awareness program was organized. However, during the current session, an event was successfully conducted by the Anti-Drug Abuse Committee under the theme "Say No to Drugs." This event aimed to raise awareness among students about the dangers of drug abuse and promote a drug-free lifestyle. The program involved informative sessions and interactive discussions to educate students on the harmful effects of drugs and the importance of making healthy life choices. The institution remains committed to continuing such initiatives to foster a safe and drug-free environment for all students.  ii.25 students were present in the Nukkad natak about Durg abuse on dated 10th November 2023 and12 students participated in the poster making competition, however, all the students of the institution were present in the event and benefitted from it.  iii.There are no reported cases of drug addiction among students in the college. However, regular awareness programs are conducted to educate students about the dangers of drug abuse and the harmful effects of addiction. These initiatives include workshops, seminars, and discussions that highlight the physical, mental, and social consequences of substance abuse. Faculty members and counselors are always available to guide students and offer support if any concerns arise. The institution is committed to maintaining a drug-free environment and ensuring that students are well-informed about making responsible, healthy choices. | **i.4 and above 4=4; 3=3; 2=2; 1=1**  **ii.more than 50%=4,**  **iii.2** | 1. **1** 2. **4** 3. **2**   **Total: 7** | **10** |
| 7 | **Gender Equity:**   * 1. **Number of Health/ sanitization programmes organized**   2. **% of students benefitted**   3. **Women and sexual harassment committee constituted as per norms**   4. **Grievance redressal as per timeline**   **Response:**   * + 1. 2 events were organized during the session     2. 53% of students were present during the events and got benefited.     3. Yes. The institution has constituted a Women Cell/ Internal Committee of Sexual Harassment of Women at Workplace in accordance with the prescribed norms and regulations. This committee is dedicated to addressing issues related to women's safety and preventing sexual harassment on campus. It ensures a secure and supportive environment by providing a platform for students and staff to report grievances. The committee conducts awareness programs, workshops, and counseling sessions, promoting gender equality and respect. It operates under strict confidentiality to handle complaints with fairness and sensitivity.   Yes, institution ensures timely redressal of grievances through a structured grievance mechanism. | **i.3 and above=3, 2=2, 1=1,**  **ii.more than 20%=3, 11-20%=2,**  **iii.yes=2**  **iv.yes=2** | 1. **2** 2. **3** 3. **2** 4. **2**   **Total: 9** | **10** |
| 8 | **Mentor-mentee groups**  **Response:** Mentor-Mentee groups have been established, along with interdisciplinary groups, to foster a supportive environment where students can openly discuss a wide range of issues, both academic and personal. These groups serve as a platform for guidance, collaboration, and holistic development. The mentor-mentee relationship ensures that students receive personalized attention and advice, helping them navigate academic challenges and career decisions. By including interdisciplinary groups, students from different fields can collaborate, exchange ideas, and gain new perspectives, enriching their learning experience. This approach not only promotes open communication but also encourages problem-solving and innovation across various disciplines, contributing to the overall growth and well-being of the students. One session was held after creation of the mentor-mentee group in which teachers addressed students about the same | **4 or more sessions =10, 3=8, 2=5, 1=3** | **3** | **10** |
| 9 | **Coaching for National level competitive examinations/ HAS**  **Response:**  No coaching classes for national-level competitive examinations, including HAS, are currently being conducted. However, students are encouraged to seek external resources for exam preparation. The institution focuses on academic support and guidance in other areas. | **10** | **0** | **10** |
| 10 | **Remedial classes/ bridge courses:**  **Response:**  While no formal remedial classes or bridge courses have been conducted, teachers consistently address students' academic challenges and concerns. Individual attention is provided to students facing difficulties. Faculty members ensure that students receive support tailored to their specific needs, helping them overcome obstacles in their learning journey. This proactive approach fosters an inclusive and supportive learning environment, ensuring that each student receives the necessary attention to succeed academically, even in the absence of structured remedial classes. The institution remains committed to student success through ongoing mentorship and support | **i.more than 20%=10,**  **ii.16-20=8,**  **iii.11-15=6,**  **iv.6-10=4** | **0** | **10** |
| 11 | **Capacity Building of Students:**  **i.Life skills (Yoga, Martial Arts, Problem Solving, critical thinking, decision making, effective communication skills, coping with stress and emotions, etc.**  **ii.Language -cum-graduate attributes development programmes**  **Response:**  i.In the seven-day NSS camp, various life skills such as yoga, martial arts, problem-solving, critical thinking, decision-making, effective communication, and coping with stress and emotions were thoroughly covered. Additionally, the Commerce Department conducted activities like creative learning and management games, further addressing these essential life skills. Throughout the academic session, teachers regularly incorporate discussions on these topics in their classes, motivating and guiding students to develop these crucial skills for personal and professional growth. This continuous focus ensures holistic development and prepares students to handle real-life challenges effectively.  ii.No such programmes have been organized by the institution. | **i.=10**  **ii.=10** | **i) 10**  **ii) 0**  **Total: 10** | **20** |
| 12 | **Career counselling & Placement Cell:**  **i.No. of career counselling sessions organized for each group of students**  **ii.No. of placement drives**  **iii.Self-employment modules organized**  **iv.No. of students benefitted**  **Response:**  i.3 activities have been organized by the cell during the session.  ii.No placement drive was conducted  iii.One activity was organized regarding insurance schemes by UCO bank manager on dated 20th November 2023.  Iv.About 51% of students got benefitted in an average from all the programmes organized by the cell. | **i.more than 5=6, less than 5=4,**  **ii.more than 2=4, less than 2=2,**  **iii.yes=4, no=0,**  **iv.more than 50%=6,less than 50%=4** | * + - * 1. **4**         2. **0**         3. **4**         4. **6**   **Total : 14** | **20** |
| 13 | **Student Progression:**  **i.% of students opted for higher education**  **ii.No. of students who cleared National Level Examination (IAS, CDS, OTA, JAM, NET, etc.) and HAS, A.P. through HPPSC**  **Response:**   1. 35.7% (15 students pursuing higher education out of 42 students) 2. Nil | **i.>50%-10, 30-50%=8, 20-30%=6, upto 20%-4,**  **ii.5.0\*no. of students**  **(max.20 Points)** | **i.8**  **ii.0**  **Total=8** | **30** |
| 14 | **No. of Co-curricular and Sports activities organized:**  **i.Inter-University Events (Zonal/ National)**  **ii.Inter-College Events**  **iii.Intra-College Events (Annual Athletic Meet and Cultural Functions)**  **Response:**  i.No  ii.No  iii.Annual Athletic meet was organized on 16th February 2024 | **i.Inter-Univeristy Events-** 10**,**  **ii.Inter-college events-**6**,**  **iii.Intra-College events-3 each** | **i.0**  **ii.0**  **iii.3**  **Total= 3** | **25** |
| 15 | **Annual Prize Distribution Function Organized: (Yes/No)**  **Response:** No | **Yes=10, no=0** | **Score 0** | **10** |
| 16 | **College Magazine Published (Yes/No)**  **Response:** No | **Yes=10, no=0** | **Score: 0** | **10** |
| 17 | **College website updated regularly or not**  **Response:** Yes, it has been updated from the current academic session. | **Yes=10, no=0** | **Score: 0** | **10** |
| **Institutional Score** | | | **109** | **280** |

**Criteria 3**

**Infrastructure & Resources (SCORE 160)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Distribution of Scores** | **Institutional Score** | **Total Score** |
| **1** | **Classrooms**  **Response:**  As the college operates in rented accommodation, the available classrooms are utilized to their full capacity. Despite the space constraints, the institution ensures that all classes are conducted smoothly without any disruptions due to room unavailability. Effective space management and scheduling practices are in place to ensure that the academic timetable is followed without interruption, maximizing the use of existing resources while maintaining the quality of the teaching and learning environment. | **Yes= 10**  **No=0** | **10** | **10** |
| 2 | **Library Facilities**   1. **Whether adequate print books available** 2. **Whether daily newspaper (minimum 5), magazines (minimum 3), and journals (minimum 3), available** 3. **Whether access to e-resources available** 4. **Seating capacity in the library** 5. **Usage of library resources** 6. **Digital library having atleast 5 computer systems with internet**   **Response**:   1. Yes, there are 848 books in the library, out of which there are 383 donated books. However, in previous academic session, there were 633 books in the library. 2. There is subscription of three magazines namely Pratiyogita Darpan (Hindi and English), Yojana (English) and Kurukshetra (English) and three daily newspapersare subscribed namely, Divya Himachal, The Indian Express, and Giriraj from current academic session (2024-25). 3. Yes 4. 15 students seating capacity 5. Students use library resources, but librarian post is lying vacant. It was filled from February 2024 to August 2024. 6. No | i.500 books per 100 students=3, less than 500 books=1  ii.yes=3, no=0  iii.yes=3  iv.10% or more of the student strength=4,  v.100 %=7, 75%=5, 50%=3, 25%=1  vi.yes=5 | i.3  ii.0  iii.3  iv.4  v.3  vi.0  **Total= 13** | 25 |
| 3 | **ICT Facilities**   1. **No. of interactive panels/ virtual classrooms multimedia projectors/ K-Yan** 2. **% of teachers using ICT Facilities** 3. **No. of students benefitted from ICT facilities** 4. **Internet connections leased line/ fibre network/ wi-fi campus (Yes/No)** 5. **Use of ICT facilities**   Response:   1. There are two interactive panels installed in the college campus. 2. All the teachers use ICT Facilities 3. All the students are getting benefitted from ICT Facilities 4. Yes 5. Yes, there is proper utilization of ICT facilities in the college. Also, students are encouraged to use digital library resources. Use of NDL portal, SWAYAM portal and online quiz competitions, etc. all such ICT based learning platforms are being used by the students. | **i.5 or more=5, 4=4, 3=3, 2=2, 1=1**  **ii.>50%=5, <50%=0,**  **iii.> 50%=5, <50%=0,**  **iv.yes=5**  **v.100%=5, 75%=4, 50%=3, 25%=2, <25%=0** | Score:   1. 2 2. 5 3. 5 4. 5 5. 5   **Total= 22** | 25 |
| 4 | **Facilities for specially abled students**   1. **Ramps/ wheelchairs/ support railing** 2. **Separate washrooms**   **Response:**  i.A ramp and support railing are available to accommodate specially abled students, though none have enrolled in the college to date. Should a differently abled student be admitted in the future, additional necessary arrangements will be made to support their needs.  ii.No | **i.yes=2,**  **ii.yes=2** | SCORE:   1. 2 2. 0   **Total 2** | 4 |
| 5 | **Sports facilities**   1. **No. of games/ sports activity conducted** 2. **Indoor sport facilities** 3. **Adequate sport equipment** 4. **Gymnasium (operational)**   **Response:**   1. There is availability of athletic races, jumps, shot-put throw, javelin throw, badminton, kabaddi, kho-kho and volley-ball. 2. No indoor sports facility is available 3. Adequate equipments are available for badminton, kabaddi, javelin throw and shot put throw. 4. No gymnasium. | **i.More than 5=8, less than 5=4,**  **ii.yes=4,**  **iii.yes=4**  **iv.yes=4** | Score:   1. 4 2. 0 3. 4 4. 0   **Total 8** | 20 |
| 6 | **Auditorium/ Hostels/ Seminar Hall/ Staff Quarters**  **Response:**  No such facility is available | **Auditorium=4,**  **Hostel=4 (2point per each hostel)**  **Staff quarters=4,**  **Seminar hall=4** | **0** | **16** |
| 7 | 1. **Laboratories with adequate equipment according to syllabi** 2. **Usage of available lab infrastructure**   **Response:**  There is no such lab available. | **i.yes=10,**  **ii.100%=10, 75%=6, 50%=5, 25%=3, <25%=0** | **0** | **20** |
| 8 | 1. **Adequate numbers of computers** 2. **Usage of computer hardware**   **Response:**   1. There are 4 computers in the college and 104 students enrolled. So, there is availability one system per 30 students. 2. 100 % use of computer hardware. | **i.1 system per 30 students=5, 31-40 =3, 41-50=2, more than 50=1,**  **ii.100 %=5, 75%=4, 50%=2, 25%=1, less than 25%=0** | 1. 5 2. 5   **Total = 10** | 10 |
| 9 | **Canteen, Staff / faculty room, space for NSS/ NCC, Rovers & Rangers, Examination Room, Medical Care Facilities**  **Response:**  We have Staff/ Faculty Room, Room for NSS, and Examination Room. | **2 points each facility**  **(Max.10)** | 2\*3=6  **Score = 6** | 10 |
| 10 | **Documentation of Academic, Co-Curricular and extra- curricular activities and achievement of students and staff on regular basis**  **Response:**  Yes. The documentation of academic, co-curricular, and extracurricular activities, along with the achievements of both students and staff, is conducted on a regular basis. This process ensures that all notable accomplishments, participation, and activities are systematically recorded and maintained. The college follows a structured approach to this documentation to ensure accuracy, transparency, and completeness, allowing for a comprehensive reflection of the ongoing development and success within the institution. For record maintenance of students activities, proper registers and files are maintained by various departments and clubs functioning in the college and for maintenance of record of teachers, every teacher submit the copy their achievements for record maintenance of ACRs to Principal and one copy of it to IQAC convenor. | **Yes=20**  **No=0** | **Score= 20** | **20** |
| **Total** | | | **91** | **160** |

**Criteria 4**

**Institutional Management (Score 220)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Distribution of Scores** | **Institutional Score** | **Total Score** |
| **1** | **Institutional Vision:**   1. **Vision Document** 2. **Institutional Development Plan (IDP)** 3. **Plan of Action for above**   **Response:**   1. Institutional vision is to contribute in the development of our region, society and country in general. To create an environment of innovative approach in teaching and learning for the students in which they can empower, develop academically and socially by testing their abilities. 2. To attain this vision, five year institutional development plan has been formulated in which land acquisition, increase in enrolment of students, improving quality for academic excellence, holistic development of the students and creating environment friendly campus would be done. 3. Proper plan of action has been developed for the same. | **6 points each** | **6** | **18** |
| **2** | **IQAC**   1. **No. of meetings per year** 2. **No. of programmes organized (Trainings, Workshops, IPR, etc.)**   **Response:**   1. The Internal Quality Assurance Cell (IQAC) plays a vital role in ensuring continuous improvement in the overall performance of institutions. It monitors quality benchmarks, promotes a quality culture, and facilitates institutional decision-making. The IQAC holds four meetings annually to assess and strategize improvements in academic and administrative processes. 2. No | **i.4meetings=6, 3 meetings=4,**  **ii.2 per activity (max.6)** | 1. **6** 2. **0**   **Total : 6** | **12** |
| **3** | **Management of Institutional Funds:**   1. **Funds (BF, AF, PTA, etc.) used/ spent for Institutional Development/ student welfare** 2. **Periodic audit** 3. **Settlement of bills/ advances within a specified time frame**   **Response:**   1. The allocated funds such as Amalgamated Fund (AF), Parent-Teacher Association (PTA) funds, and other institutional resources are utilized in strict adherence to the prescribed rules and regulations for the purpose of institutional development and student welfare. These funds are transparently allocated towards enhancing infrastructure, supporting student activities, and addressing welfare needs, ensuring their optimum use.   AF utilized is 27.68%  PTA fund utilized is 3.4%   1. No, periodic audit is not done yet 2. Yes all the bills and advances taken are settled within specified time period only. | **i.Utilised >90% of the funds collected annually-10, 71-90%-8, 51-70%-6, 31-50%-4, less than 30%-0,**  **ii.Yes-2**  **iii.Yes-4** | 1. **0** 2. **0** 3. **4**   **Total: 4** | **16** |
| **4** | **Grievance redressal of students and employees**   1. **Redressal within week** 2. **Redressal within month** 3. **No redressal**   **Response:**  Grievance redressal of students is handled by various committees:   1. Anti-Ragging Committee/ squad/ eve-teasing 2. Redressal of Grivances of students committee 3. PM USHA/ RUSA/ University affairs/ UGC Committee 4. Discipline committee   Grievances of teachers is also handled by Sexual Harassment of women at workplace committee.  If any grievance is reported either by students or by teachers, proper redressal is done within week by the concerned committee under chairmanship of the principal. | **i.10,**  **ii.4**  **iii.Nil** | **10** | **10** |
| **5** | **Green and Clean Campus**   1. **Green initiatives of institution** 2. **Cleanliness in washroom, buildings/ campus**   **Response:**   1. **Green and Clean Campus Initiatives:** Our institution is committed to creating a green and sustainable campus. We have implemented various green initiatives, such as planting trees, promoting waste segregation, and encouraging the use of carpooling to reduce our carbon footprint. Additionally, we maintain eco-friendly practices by minimizing plastic use. For taking green and clean environment a plantation drive by NSS students in which 75 plants were planted. 2. **Cleanliness is a top priority in our campus facilities**. We ensure regular cleaning and maintenance of washrooms and buildings creating a healthy learning environment. | **i.6,**  **ii. Excellent=10, Satisfactory=6, Poor=0** | **12** | **16** |
| **6** | **Facilities for students:**   1. **Common room for girls** 2. **Adequate toilets as per student’s strength** 3. **Sanitary napkin vending machine/ incinerator regularly put in use** 4. **CSCA room with proper furniture** 5. **Student center for co-curricular activities and its regular usage** 6. **Regular use of playground**   **Response:**  There is adequate toilet facility for students, as the college is running in rented accommodation provided by GSSS Ramshehar, students are also using the toilets of GSSS Ramshehar which are adequate in number as per requirement of students. There is sanitary napkin vending machine and incinerator in the college, but they are not installed due to space constraint. Students regularly utilize the playground of the institution. | **3 for each facility** | **3\*2=6** | **18** |
| **7** | **Regular updation of service books/ service records**  **Response:** Yes. | Yes=3 | **3** | **3** |
| **8** | **Timely submission of ACRs**  **Response:** Yes | **Yes=3** | **3** | **3** |
| **9** | **Prompt response to official correspondence**  **Response:** Yes | **Yes=5** | **5** | **5** |
| **10** | **Proper maintenance of official records (Cash books/ stock registers/ fund registers/ leave records/ fine funds etc.)**  **Response:** There is proper maintenance of official records. | **Yes=10** | **10** | **10** |
| **11** | **Proper record of student’s attendance and CCA**  **Response:** Our institution ensures meticulous record-keeping for student attendance and co-curricular activities (CCA). Teachers diligently maintain the attendance of students in their respective attendance registers, ensuring accuracy and regular updates. Similarly, the record of students' participation in CCA is carefully documented in dedicated registers. These records are maintained by teachers and are also kept in the administrative office for official purposes. This dual record-keeping system ensures that both attendance and CCA data are consistently available for reference and evaluation, supporting holistic student development. | **Yes=10** | **10** | **10** |
| **12** | **Whether, ranked by NIRF, other agencies**  **Response: no** | **Yes=10** | **0** | **10** |
| **13** | **Whether accredited by NAAC**  **Response:**  **Not yet** | **A and Above (level 4 or 5)=20, B+ & B++ (level #)=16, B (level 2)=12, Accredited (level 1)=10** | **0** | **20** |
| **14** | **Whether AQARs are being submitted as per timeline annually or not**  **Response:** NA | **Yes=12,**  **No=0** | **0** | **12** |
| **15** | **Recognition for Exemplary contributions of the staff and students**  **Response:** Dr. Tanu Kalsi helped students to participate in District Level Quiz competition on Goods & Services Tax (GST) conducted by Department of State Taxes & Excise, held at IEC University Baddi on 29th November 2023 in which Meenakshi Kumari and Vandna Kumari of B.Com. 2nd year participated.  Dr. Tanu Kalsi and Prof. Reetu motivated and guided students to participate in National Level Online Essay Writing Competition organized by the Department of Commerce, Guru Nanak Khalsa College, Yamuna Nagar, Haryana to celebrate International Day for Tolerance on 16th November 2023, in which Vineeta Sharma of B.Com. 3rd year got second position, and Meenakshi Kumari of B.Com. 2nd year got participation certificate. | **4 point each** | **8** | **8** |
| **16** | **Involvement of stakeholders:**   1. **PTA** 2. **OSA**   **Response:**   1. PTA is constituted as per norms, supportive and significantly contributing towards institutional development. 2. OSA has been constituted as per norms and registered under Himachal Pradesh Cooperative Societies Act 1968. | **i.PTA constituted as per norms=1, PTA Supportive=1,Significant contribution of PTA(enclose documentary Proof)=10**  **ii.OSA framed as per norms=1, Financial Contribution or equivalent (in-kind) per 100 alumni of Rs 25,000/- per annum=3, non-financial contribution ( Career counselling, talk, interactive session/ facilitation in placement of students etc. on regular basis)=4** | **Score:**   1. **12** 2. **1**   **Total: 13** | **20** |
| **17** | **Feedback from stakeholders other than students and action taken thereof**  **Response:**  There is systematic collection feedback from teachers to gain insights into various academic and administrative processes. The feedback covers key areas such as teaching methodologies, curriculum effectiveness, infrastructure, and overall institutional support.  After gathering the feedback, it has been thoroughly analyzed to identify strengths, areas of improvement, and actionable suggestions. This analysis helps us make informed decisions, ensuring that the institution continuously evolves to enhance both teaching experiences and student outcomes. The insights obtained from teachers’ feedback are invaluable for fostering a collaborative and progressive educational environment. | **Yes=4** | **4** | **4** |
| **18** | **Annual review meeting on students’ outcomes in academics, co-curricular, extra- curricular and extension activities and action taken during next academic session for achieving excellence.**  **Response:**  An annual review meeting was conducted to assess students' outcomes in academics, co-curricular, extra-curricular, and extension activities. The review focused on analyzing performance trends, identifying strengths, and addressing areas needing improvement. Based on the insights gained, an action plan has been formulated for the next academic session, with a focus on achieving excellence.  The action plan includes enhancing academic support, expanding co-curricular opportunities, encouraging wider student participation in extracurricular and extension activities, and providing personalized guidance to improve student performance. Continuous monitoring and structured interventions will be implemented to ensure progress and holistic student development. | **Yes= 25** | **25** | **25** |
| **Total Score** | | | **125** | **220** |

**Criteria 5**

**Best practices, innovation and institutional distinctiveness (Score 80)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Distribution of Scores** | **Institutional Score** | **Total Score** |
| **1** | **Best Practices Description & Outcome of Best Practices (at least 2):**  **Response:**   1. **Under NSS Mega Tree plantation was successfully conducted. Under this drive, eighty plants were planted near the college.** 2. **The Context:**   Environmental pollution and deforestation are a matter of grave concern to all humanity. To mitigate the pollution an appreciable effort was initiated by the NSS college unit successfully.    **Objectives of the Practice:**   * To make the community aware of the devastation caused by environmental pollution. * To encourage the community to be sensitive towards deforestation. * To plant at least two plants while cutting a tree and take good care of them. * To inculcate the eco-friendly spirit in the students and the community.  1. **Collection of Lok Sahitya of Ramshehar Town**   The institution has adopted an innovative and participatory approach to gather information about the *Lok Sahitya* of Ramshehar town. Recognizing that this traditional knowledge is often undocumented, students were encouraged to engage directly with their grandparents and elder villagers. Through these interactions, they collected valuable oral histories, folk traditions, stories, and cultural practices. This method not only preserved the authenticity of the data but also fostered intergenerational dialogue, making the younger generation aware of their rich cultural heritage.  Students gathered information about:   * Tradition of making ‘Rot’ from the first harvest and offer it to their diety. * People worshipping ‘peepal’ tree and Lord Shiva Temple since 200 years. * Ancient ‘Radha-Krishnan’ idol in the village temple and having spiritual belief that it is protecting them from evil. * Local lok geet * History of temple of Ner Village related to Badhidhaar and ‘Bda Dev’.   **Evidence of Success: -** A detailed report is attached. | **10 points per best practice** | **20** | **20** |
| **2** | **Special initiatives taken for :**  **i.Energy Conservation/ use of solar energy**  **ii.Solid waste segregation/ management**  **iii.Rain water harvesting and its use for gardening and cleanliness**  **iv.Plastic Free Campus**  **v.Blood Donation Camps**  **vi.Adoption of Village/ educational institution**  **Response:**   1. **Energy conservation**   Use of LED bulbs/ Power efficient Equipment:The college has installed LED lights justifying the energy-saving policy.  **Evidence**: Photographs attached   1. **Solid waste management:**  * A negligible amount of solid waste is generated in the institution's premises which is paper waste. The paper waste is sold as ‘raddi’ for recycling purposes. * For the disposal of other little solid waste material pits were dug by the NSS volunteers   **Evidence**: Photographs with detailed report are attached.   1. **Rain water harvesting and its use for gardening and cleanliness.**   None   1. **Plastic-free campus:**   College students, NSS volunteers, and the Eco-club worked throughout the year to make the campus plastic-free. For this cleanliness drive, awareness rallies were conducted. To shun plastic bags and encourage jute or cloth bags, the NSS volunteers distributed clothes bags in the surrounding areas on 28/09/23.   1. Cleanliness drives 2. Awareness rallies 3. Distribution of jute or cloth bags   **Evidence of Success:** Photographs with detailed reports are attached.   1. **Blood donation camps**   None  vi)  **Adoption of village/ Educational institution**  The village Rampur has been adopted by NSS unit of college for the community awareness programmes and to inculcate the spirit of ‘Not me but you’ in the volunteers. With the support of villagers and local bodies cleaning of water bodies, traditional path, restoring of waters bowlies, one day medical camp with the distribution of free medicines, collecting the information about bank related problems from the old people of the areas were materialised.   1. Cleaning of water bodies 2. Cleaning of traditional path 3. Collecting the information about bank related problems from the old people of the area. 4. Restoring the water ‘bowlies 5. One day medical camp with the distribution of free medicines   Evidence: Photographs with detailed report are attached. | **4 points per initiative** | **4\*4= 16** | **24** |
| **3** | **Social impacts of extension activities (on the basis of community feedback)**  **Response:** NIL | **Minimum three activities=10**  **2 activities=8**  **1 activity=5** | **0** | **10** |
| **4** | **Special new innovative initiatives or ideas adopted in the college (other than at serial no. 5.2 above)**  **Response:** None | **4 points each initiative (max.=16)** | **0** | **16** |
| **5** | **Collaborations**  **i.With peer educational institutions/ research institutes.**  **ii.Other govt. bodies/ Industries**  **Response:**  i.None  ii.Other govt. bodies/ Industries.  \*Lectures were organised on the themes like awareness on cyber-crimes, HIV Aids, and management of road accidental victims by the college.  \*Lecture by Sh. Naresh Kaushal from Jogindra Bank Ramshehar on cyber-crime.  \*Lecture by Dr. Shubhangi from CHC Ramshehar on awareness against HIV Aids  \*Lecture by Ayurvedic Medical Officer Dr. Sandeep Kumar on management of road accident victims and first aid and management.  \*A team headed by Prof. Naresh from election office guided students on the importance of vote and facilitated students for applying for the new voter cards, and correction of voter cards if any. Teachers and election officer from college coordinated in finding out the new voter’s list from the college.  \*Lecture by UCO bank official on internet banking and insurance schemes.  \*Special lecture on voter enrolment by Naib Tehsildar Election Nalagarh.  Evidence: Photographs with detailed report are attached. | **5 points each (Max. 10 points)** | **i.0**  **ii.5**  **Total= 5** | **10** |
| **Total Institutional Score** | | | **41** | **80** |

**Criteria 6**

**Faculty Profile & Research Activities (Score 100)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Distribution of Scores** | **Institutional Score** | **Total Score** |
| **1** | **% of teachers with Ph.D.**  **Response:**  Less than 50% (Only one teacher with Ph. D. Dr. Tanu Kalsi) | **More than 70 % =5, 61-70%=4,**  **51-60%=3**  **Less than 20%=2** | 02 | 05 |
| **2** | **Teachers as Research Guides**  Nine M.Com (ICDEOL) students Guided by Dr. Tanu Kalsi | **4 points per research guidance (max.=8)** | 08 | 08 |
| **3** | **No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and workshops of one week or more attended by teachers**  **Response:**  By :   1. Prof. Suman Kumari 2. Dr. Tanu Kalsi 3. Prof. Shashi K Palnata 4. Prof. Reetu | **30 % of faculty=10,**  **20 % of faculty =8**  **10% of faculty =6,**  **5 % of faculty=4** | 10 | 10 |
| **4** | **Projects/ Patents/ Fellowships/ Associations:**   1. **Major** 2. **Minor** 3. **Patents** 4. **Fellowships** 5. **Associations**   **Response:**  No projects, patents are there. | **i.10**  **ii.8**  **iii.10**  **iv.5**  **v.3**  **Maximum (10)** | 0 | 10 |
| **5** | **No. of paper presented in Conferences/ Seminars/ Symposia**   1. **International** 2. **National/ Regional/ State Level**   **Response:**  i). 2 point per paper International: 03 (Three) By 1. Prof. Sandeep Kumar  2. Dr. Tanu Kalsi  3. Prof. Reetu  (ii). 1 point per paper presented National /regional state level: 02 (Two) By  Dr. Tanu Kalsi & Prof. Reetu | i.2 points per paper presented  ii. 1 point per paper presented | 08 | 08 |
| **6** | **Seminars, Workshops, Conferences and Trainings organized by the Institution**   1. **International Level** 2. **National Level** 3. **State Level**   **Response: NIL** | **6**  **4**  **3** | 0 | 06 |
| **7** | **No. of paper published:**   1. **UGC Care list journals** 2. **Non- UGC Care list journals** 3. **Citations**   **Response: Nil** | **i.5 points per paper**  **ii.2 points per paper**  **iii.1 point per 20 citations** | 0 | 20 |
| **8** | **Teachers’ Special Innovative Ideas**  **(Brief Description thereof)**  **Response:** Following Innovative methods were used:   * Use of ICT and Visual Maps to make concepts familiar to students. * Field study to understand the impact of e-commerce by Department of Commerce to get people feedback. * Group Presentation and Projects * Understanding of the working of Indian parliament through Parliamentary mock drill by the Department of Political Science. | 5 | 05 | 05 |
| **9** | **No. of books published/ chapter in books**  **Response:** Two Chapters published in books by Dr. Tanu Kalsi | 5 points per book and 2 points per chapter | 04 | 10 |
| **10** | **Teachers Academic and Extension Activities:**   1. **Resource person** 2. **Member of Board of Studies/ Subject Experts, etc.** 3. **Popular Articles**   **Response:** (i) Resource person: 2 point each activity.  By   1. Dr. Tanu Kalsi 2. Prof. Reetu | **i.2 point each activity**  **ii.4 point each activity**  **iii.2 point each activity**  **(Max. 10 points for all categories)** | 04 | 10 |
| **11** | **Awards of Recognized & Reputed organizations:**   1. **International** 2. **National** 3. **State** | **i.8**  **ii.6**  **iii.4**  **(Max. 8 points for all categories)** | 0 | 08 |
| **TOTAL SCORE** | | | **41** | **100** |

**Criteria 7**

**Miscellaneous (Score 120)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Distribution of Scores** | **Institutional Score** | **Total Score** |
| **1.** | **Any other important information or initiative not covered above e.g.: Institution Incubation Centre, R& D- cum- innovation Centre, B.Voc., Self-Finance courses, Add-on Courses, Internship, OJT, Green Audit, Academic Audit, etc.**  **Response:**  The institution does not have any Institution Incubation Centre, R& D- cum- innovation Centre, B.Voc., Self-Finance courses, Add-on Courses, Internship, OJT, Green Audit, and Academic Audit. | **10 Each**  **(Max. 50)** | **0** | **50** |
| **2** | **Spot Evaluation of institutions by the officers from the Directorate of Higher Education/ representative of the Director of Higher Education**  **Response:**  HP University Inspection team visited the institution on 17th of May, 2024 to inspect record of three academic years, 2022-23, 2023-24, and 204-25. | **20** | **20** | **20** |
| **3** | **AG audit paras settled upto date**  **Response:** No audit has been done till date | **Yes** | **0** | **5** |
| **4** | **Local Audit Paras settled upto date**  **Response:** No audit has been done till date | **Yes** | **0** | **5** |
| **5** | **Timeline adhered to in filing reply of court cases/ RTI Applications/ Public Grievances received through Mukhyamantri Seva Sankalp 1100 and centralized Public Grievance Redress and Monitoring System (CPGRAMS)**  **Response:** Yes, there is timely response to the reply of court cases, if any, RTI applications and public grievances received through Mukhyamantri Seva Sankalp 1100 and Centralized Public Grievance Redress and Monitoring System by the Public Information Officer and through website [www.rti.gov.in](http://www.rti.gov.in) | **Yes** | **10** | **10** |
| **6** | **Invited speakers on various themes relevant to holistic development of students**  **Response:**  Various experts are invited time to time to deliver lectures to the students for their holistic development. Some of them are as follows:   * SMARTs Investor Awareness Programme by Mr. Robin Sahni from SEBI by Career Guidance and Counseling cell on dated 8th November 2023. * Expert Lecture on Insurance Schemes and Internet Banking by UCO bank Branch Manager Ramshehar, by Career Guidance and Counseling cell on dated 20th November 2023. * Special Lecture of Naib Tehsildar by Electoral literacy club on dated 30th November 2023. * Special Lecture by Dr. Shubhangi Sharma on World Aids Day by Red ribbon club on 1st December 2023. * Expert lecture on menstrual health and hygiene by Ganpati Educational Society by NSS on 22nd December 2023. * Expert lecture on career opportunities in sports by Ms. Krishna Sharma, State-level weightlifter by NSS on 23rd December 2023. * Expert lecture on medical health by Dr. Anand, Retd. MD Medicine Govt. Hospital Nalagarh and Dr. Pratibha , CHC Ramshehar by NSS on 24th December 2023. * Expert Lecture on Domestic Violence and its legal aid by Mrs. Thapa from Thapa NGO by NSS on 25th December 2023. * Expert lecture on cyber crime and financial fraud by Mr. Naresh Kaushal, Manager, Jogindra Bank branch Ramshehar, by NSS on 26th December 2023. * Motivational Lecture by Retd. Prof. Ranjodh Singh by NSS on 27th December 2023. * Expert Lecture by Dr. Sandeep Kumar on First Aid by Road safety club on dated 7th March 2024. | **Yes** | **10** | **10** |
| **7** | **Skill Development Training (at least 20 % students benefitted)**  **Response:**  No, such training session has been organized till date. | **Yes** | **No** | **20** |
| **TOTAL SCORE** | | | **40** | **120** |

**Summary of scores**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No.** | **Criteria** | **Score** | **Institutional Score** |
| 1 | Teaching learning | 140 | 112 |
| 2 | Student support, services and progression | 280 | 109 |
| 3 | Infrastructure and resources | 160 | 91 |
| 4 | Institutional management | 220 | 125 |
| 5 | Best practices, innovation and institutional distinctiveness | 80 | 41 |
| 6 | Faculty profile & research Activities | 100 | 41 |
| 7 | Miscellaneous | 120 | 40 |
|  | **TOTAL** | **1100** | **559** |