



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVT. COLLEGE NAURA

GOVT COLLEGE NAURA TEHSIL PALAMPUR DISTT KANGRA

176084

www.gcnaura.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Govt. College Naura, District Kangra, Himachal Pradesh was established on 6th February, 2007 vide H.P. Govt. Notification No. **EDN-A-Kha (1)5/2006**. It is affiliated to Himachal Pradesh University, Shimla (H.P.). This college basically caters to the rural students. Nestled in the lush green surroundings with the magnificent Dhauladhars in the background, the college provides an ideal environment for studying. The college campus is 13 kms from the National Highway and about 6 kms from Nagni. It is easily accessible from nearby villages like Sulah, Naura, Gaggal, Aucha, Kyarvan, Nagni, Ballah, Kharot and Parour. The college is located on the road head and this is a big advantage for the students. The buses stop right outside the college gate.

The college started with 53 students (39 girls & 14 Boys) in 2007-08 which has increased to 381 in 2018-19. The college initially offered only Arts subjects but today it boasts of Arts, Commerce (2015-16) and Science (2017-18) streams offering undergraduate degree courses in B.A., B.Com. and B.Sc.

Vision

- To provide easy and accessible **‘education to the youth of the villages’**.
- To provide **‘higher education to the girls of rural area’** at their doorstep so that they can become independent, self sufficient and confident. This would lead to their **‘empowerment’** in the real sense.

Mission

- To impart quality education to the students so that they can be gainfully employed.
- To teach students to respect and follow the law and order of the country.
- To sensitize the students towards the burning issues of today namely environment, drug addiction, gender discrimination, human rights and social justice through formal and informal modes of education.
- To improve the communication skills, soft skills and confidence of the students by imparting sound knowledge to them so that they can make a niche in the society.
- To create the spirit of co-operation, teamwork, leadership and friendliness among the students so that they can make a significant and positive contribution to the society.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The college provides easy accessibility to the students due to its strategic location.
- The college is in the lap of nature providing **pollution free**, peaceful and noise free environment for studying.
- Moderate climate throughout the year makes it ideal for execution of all academic and extra-curricular

activities.

- Sufficient infrastructure, Wi-Fi enabled campus, a **rich library**, well-equipped smart classrooms and science laboratories.
- Well qualified teaching faculty.
- Disciplined students and manageable strength of the students.
- Regular organisation of extra-curricular activities encourages maximum participation of the students.
- Socially useful and productive clubs like **Red Ribbon** and **Eco Club** are functional in the college.
- Active NSS and Rovers and Rangers units in the college inculcate a sense of social responsibility among students.
- Women Grievance Redressal Cell actively sensitizes the students about gender issues. It also organises various competitions and activities for the students.
- The students can easily approach the Principal as well as the staff members for communicating their problems. There is an instant grievance redressal mechanism for the same.
- College has its own website www.gcnaura.in which reflects the various activities of the college. Glimpses of the functioning of the college can be found at the press of a button.
- IQAC plays significant role in monitoring and recording various academic and extra-curricular activities of the college.

Institutional Weakness

- The students have a weak base and academic background.
- Frequent transfers of the faculty lead to instability.
- More faculty positions need to be sanctioned for smooth functioning of the college.
- Late declaration of the results by the university causes disappointment among the students.
- Some of the students come from remote villages. They cannot stay in the college beyond the time of the arrival of their buses.

Institutional Opportunity

- Add on courses and self- financing course like BBA and BCA can be added as the college has excellent infrastructure.
- Career oriented courses such as Journalism and Mass Communication, B.A. (Education) and B.A. (Tourism) can be offered to the students.
- Postgraduate degree courses can be introduced by the university to provide opportunities of higher studies.
- To give better opportunities, more subjects such as Psychology, Sociology, Philosophy, Fine Arts and Physical Education can be offered to the students.
- Introduction of workshops for the development of Soft Skills, Personality Development and English Speaking would lead to more employment opportunities to the students.

Institutional Challenge

- Due to the weak academic base of the students, the results are not satisfactory.
- Since the introduction of RUSA, the availability of course material is inadequate.
- The college is running below the sanctioned strength due to promotion and superannuation of faculty

members which affects the quality of education.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- The curriculum is designed by the Himachal Pradesh University. The institution follows the CBCS System as per the directions of the University- It offers undergraduate courses in Humanity, Commerce and Science. The college decides about the various subject-combinations to be offered to the students in the first year (under RUSA system) by taking the views of students and the teachers into consideration.
- An **academic calendar** is prepared in which all the activities right from admissions, curricular and co-curricular activities, exams, vacations and seminars are included.
- After the admissions are over, the academic session starts with the briefing and **counselling** of the students. On the first day of the new session, the Principal and staff members have an interactive session with the students. The students are briefed about the various activities of the college.
- The college offers a harmonious blend of **academics, sports and cultural activities** for the all-round development of the students.

Teaching-learning and Evaluation

- The institution has an open admission system. This means that no student is denied admission if he/she fulfils the criteria fixed by Himachal Pradesh University. Students who seek admission here are from a rural background.
- Easy **teaching aids** like blackboard and lecture method are extensively used. **ICT** based methodologies are used to increase the comprehension and retention of the students.
- The students are regularly assessed through class tests, mid-term tests, presentations and assignments. The session ends with the end term examination. The ratio between marks in end term examination and internal assessment is 70:30.
- There is a well-qualified faculty appointed by the State government. They are constantly on the look out to improve the academic abilities of the students.
- There is an ideal teacher student ratio. Due to this there is a one-to-one interaction between teachers and students.

Research, Innovations and Extension

- The faculty members are highly qualified and some of them have many papers and publications to their credit. They also attend various National and International conferences and seminars.
- The faculty members provide **consultancy** to the students of nearby schools. The students are motivated to opt for higher education. Awareness is created about CBCS and RUSA system among the students.
- **Extension activities** are carried out through NSS Unit, Rovers and Rangers unit, Eco Club and Red Ribbon Club. The activities include plantation drives, cleanliness drives and AIDS awareness programmes. Interaction with the community through camps and rallies helps in increasing the awareness among the masses.
- The creativity of the students is brought out through various **co-curricular** activities like Bouquet Making, Rangoli Competitions, Flower Arrangement, Poster Making and Letter Writing Competitions.

- In **collaboration** with Health Department, Police Department and Education Department lectures on Health and Hygiene, Discipline, Law and Order, Drugs and Importance of Education are delivered to the students on a regular basis. The students are also sensitized about gender issues.

Infrastructure and Learning Resources

- The college has very good infrastructural resources that fulfil the needs of the students.
- The college has two multi-storeyed blocks.
- There is a **multipurpose hall** with a seating capacity of 300 students. It is useful in organising Cultural Activities, Examinations, Lectures and Seminars. The college has its own Play and Recording (PR) system.
- In addition to normal class rooms which are spacious and well ventilated, there are five **smart class rooms** in the college.
- Half of the top most floor of one block is provided for the **library**. A good library is always an asset for the students as well as teachers. The library possesses text and reference books, Encyclopaedias, books on General Knowledge, current affairs and competitions. In addition to this there are also a number of magazines and newspapers in the library. A Book Bank has also been created for the poor and needy students.
- Playground for sports activities is in the developing stage.
- Well equipped Science, Geography and Computer Labs.
- The college has a **gymnasium** with adequate facilities for basic workouts.
- **Health care centre** is functional in the college and has a complete first aid kit.
- A **canteen** is running in the college providing healthy, hygienic and good food.
- There is a **common room** for the girls.
- There are separate and absolutely clean **toilets** for boys and girls.
- **Purified drinking water** facility has been provided all over the college campus.
- Numerous **lights and fans** have been installed in the college campus to provide a comfortable environment for the staff and students.
- Inverters, photostat machines, scanners and computers are provided for the smooth functioning of the college.
- **CCTV Cameras** and solar lights are installed in the campus.
- Notice boards, hoardings & sign boards are displayed to convey the necessary information.

Student Support and Progression

In order to provide best possible support to the students there are a number of mechanisms in place:

- At the time of admission, the students are provided with **prospectus** which gives all the information about the college.
- **Fee concession** is granted to the girl students and to the students belonging to SC & ST Category.
- Post-matric **scholarship** is given to the students of SC, ST, OBC and IRDP category. “Kalpana Chawla” scholarship is given to the students who score above 80% marks.
- The **library and book bank** provide academic support to the students in the form of free books.
- The college **website** provides all information to the students.

- The students are notified from time to time about the various activities through notices displayed on the **notice boards**.
- **Anti-ragging cell** has been established in the college. This college has a ragging free campus.
- **Career Guidance, Counselling and Placement Cell** works actively to provide guidance to the students.
- Guest lectures are organised on various aspects like how to crack competitive exams, anti-drugs, maintaining law and how to lead stress free life through spirituality.
- There is a **Women's Grievance Redressal Cell** in the college which helps the girl students with gender issues, health problems and hygiene.
- There is a **CSCA Advisory Council** in the college which guides the CSCA from time to time.
- There are numerous cultural and sports activities which take place throughout the year. Song and Dance competitions, Bouquet making, Flower Arrangement, Quiz Competitions, Paper Reading, Rangoli & Mehndi competitions and Declamations are some of them.
- The annual college **magazine** 'NAVRANG' is a platform for the students to bring out the budding artists inside them.
- All the achievements of the students are highlighted through the annual report and college website. Photographs related to the activities are displayed on the notice boards. Albums are also maintained.
- Many students of the college opt for higher studies in the form of Post Graduation. An alumni association has been formed in the college. The old students provide mental and material support to the college.

Governance, Leadership and Management

- Governance, leadership and Management of college are aligned through the **Principal, Teaching and Non-teaching staff**. The Principal of the college functions democratically with the help of her team.
- Various committees are constituted to ensure the smooth functioning of the college. Some of the important committees are as such
 - College advisory council
 - Admission committees
 - Discipline cum anti-raging cum anti-drugs committee
 - Cultural activities and youth festival organising committee
 - Sports committee
 - Women's Grievance Redressal Cell
 - Career Guidance, Counselling and Placement Cell
- Parents Teachers' Association is constituted for the welfare of the students.
- The **College Students Central Association** is there to represent the students and deal with any kind of problems they face. It also teaches the students about governance, leadership and management.
- Faculty is encouraged to attend orientation and refresher courses and training programmes which are included in **Faculty Development Programme**.
- **Audits** from time to time ensure that the finances of the college remain in shape.
- **IQAC** is an effective monitoring and accountability mechanism which leads to the effective implementation of policies and maintains the records of all the activities of the college.

Institutional Values and Best Practices

- Govt. College Naura lays great emphasis on imparting quality education to the students dealing with them on one to one basis. The importance of human values like honesty, compassion, tolerance, hard work is constantly being highlighted through lectures and personal practice by the staff.
- There is a tradition of celebrating important days like Women's day, Hindi Diwas, World AIDS Day, and National Festivals in this college. 'Swachh Bharat Abhiyan' launched on 2nd October is now a continuous and comprehensive practice. A neat and clean campus is the pride and joy of this college.
- The college is situated in the lap of nature with lush green surroundings. It is a **pollution free**, noise free, plastic free and polythene free campus. There is a green lawn with flower beds. There are very old Banyan, Sacred fig (Peepal) and Mango trees in the campus.
- The **college magazine** nurtures creativity while the annual report sums up all the activities which take place during the session. It also lists all the achievements and highlights of the session.
- A **dress code** is followed by Rovers and Rangers and the Red Ribbon Club. They regularly take out rallies to create an awareness about health and nutrition, environment, AIDS and so on. March Past by Rovers and Rangers, Members of Red Ribbon Club, Eco Club and member of NSS is a highlight of the college.
- There is no discrimination on the basis of gender, caste, colour and creed in the college. All students are treated equally. There is camaraderie and harmony between all students and there are no dissensions. The college functions like a family and each member looks out for each other.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. COLLEGE NAURA
Address	Govt College Naura Tehsil Palampur Distt Kangra
City	Naura
State	Himachal pradesh
Pin	176084
Website	www.gcnaura.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sanjivan Katoch	01894-222837	9418011995	-	gcnaurahp@gmail.com
IQAC / CIQA coordinator	Rajnish Dewan	01892-232323	9418312900	-	gcnaurahp@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	06-02-2007

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Himachal pradesh	Himachal Pradesh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Govt College Naura Tehsil Palampur Distt Kangra	Rural	2.4	1282

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA, Ba	36	plus two	English, Hindi	1920	239
UG	BSc, Bsc	36	plus two	English, Hindi	180	29
UG	BCom, Bcom	36	plus two	English, Hindi	180	113

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				14			
Recruited	0	0	0	0	4	1	0	5	6	3	0	9
Yet to Recruit	0				0				5			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				24
Recruited	8	3	0	11
Yet to Recruit				13
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	2	1	0	4	1	0	8
PG	0	0	0	2	0	0	2	2	0	6

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	137	0	0	0	137
	Female	244	0	0	0	244
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	9	9	9	12
	Female	28	30	47	45
	Others	0	0	0	0
ST	Male	0	0	1	2
	Female	2	2	3	4
	Others	0	0	0	0
OBC	Male	10	22	33	56
	Female	44	60	92	99
	Others	0	0	0	0
General	Male	13	30	44	57
	Female	63	82	95	92
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		169	235	324	367

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 14

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	02	02	01	01

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
367	324	235	169	174

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
852	724	703	682	682

File Description	Document
Institutional Data in Prescribed Format	View Document

2.3

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
99	48	56	46	34
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	10	8	9	8
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3.2

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	19	19	19	19
File Description		Document		
Institutional Data in Prescribed Format		View Document		

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 18

4.2

Number of computers

Response: 41

4.3

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
16.18	93.23	54.14	12.77	2.77

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Govt. College Naura offers undergraduate courses in Humanities, Science and Commerce. Further, the subjects that are offered under Humanities are English, Hindi, Economics, Sanskrit, Geography, History, Mathematics and Political Science. The subjects taught in Science Stream are Botany, Zoology, Chemistry, Physics and Mathematics. Environmental Science is compulsory for students of all streams. The college ensures the following aspects for effective curricular delivery:

- According to guidelines of H P University on academic curriculum, the college ensures effective implementation of the **Academic Calendar** framed and published in the college prospectus.
- The college decides the various subject combinations to be offered to the students in First year (under CBCS System) by taking views of students and teachers into consideration.
- Time table committee prepares the time table according to University norms by considering the infrastructural and laboratory availability. **Time table** is displayed on all Notice boards for the purpose of clarity.
- On the first day of the academic session the students are briefed about the CBCS System and various activities of the college by the Principal and staff members.
- Information regarding various activities, Faculty, Committees, Clubs, Rules for admission and fees is provided to the students through the Prospectus. The Prospectus is uploaded on college website also.
- During admission, the students are made aware of RUSA and CBCS system, subject-combinations, courses and codes of various papers.
- **Syllabus** of each subject is provided to the students semester/session wise. They are told about the text and reference books of their subjects.
- Students are encouraged to sit in the **library**, consult the books, magazines and newspapers and develop reading habits.
- The curriculum related laboratory equipment and tools are upgraded from time to time.
- **Classroom teaching** is supplemented with seminars, group discussion, special talks and subject related quizzes. Assignments and home work are given to the students.
- **Question bank** is prepared by each and every teacher of the college to organise objective type tests, subject and syllabus based quizzes and question answer session for the students.
- **Class tests** and **mid-term tests** are conducted to check whether the students have acquired knowledge.
- Students are made to solve the university Question Papers and efforts are made by the teachers to improve their performance.
- Records of regular attendance, class tests and midterm tests, seminars and assignments of the students are maintained by the respective teachers.
- All **final examinations** are conducted according to the date sheet and examination schedule framed by the university.

- Students who excel in Academics are given prizes in the form of books which help them in preparing for entrance tests for higher studies and various competitive exams.
- The Internal Quality Assurance Cell (IQAC) in tandem with Academic Affairs Committee monitors and guides the effective implementation of curriculum throughout the year.
- The Head of the Institution regularly provides suggestions to faculty members through staff meetings, in order to improve their class room teaching practices and class room management.
- Faculty members attend Orientation/Refresher Courses, Training Programmes and Conferences for acquiring necessary skills for effective delivery of the curriculum.

File Description	Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 42.86

1.2.1.1 How many new courses are introduced within the last five years

Response: 6

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 3

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The Institution follows the curriculum prescribed by the Himachal Pradesh University, Shimla. Following departments offer various courses which address Gender, Environment and Human values :

- **Department: English**

1 BA 2nd Semester, Paper- English Literature-2, Code-ENGDSC103

Human values are imparted through the Bhakti and Sufi Traditions. Dalit voices touch upon the hardships faced by the Dalits and give a message for their upliftment.

2 Class B.A. 5th Semester, Paper-Generic Elective I, Code-ENGL501

Contemporary India: Women and Empowerment

This paper discusses various aspects of feminism, gender discrimination, sexual stereotyping and women empowerment.

3 Class BA 6th Semester, Paper - Generic Elective 2, Code - ENGL601

This paper deals with Dalit movement and literature from the margins. Students get to know the importance of equality and the meaning of no discrimination.

- **Department: Commerce**

Auditing and Corporate Governance

Class B.Com. 5th semester, paper code - BC5.1 (C)

The paper provides knowledge of business ethics, corporate governance, class action, shareholder activism, major corporate governance failure, e-governance, corporate social responsibility and initiative in India for corporate governance.

- **Department: History**

Women Studies in India

Class BA 5th & 6th Sem. paper codes 111, 114 (Generic Elective)

Students are taught gender studies and also about caste, religion and political participation of women. Certain other issues like gender development and cultures, violence against women and the role of women in politics and governance are also included in the same course.

- **Environmental Sciences**

This is an ability enhancement compulsory course offered to the students of B.A./B.Com/B.Sc. First year with the paper code ENVSS2AECC and consists of 100 marks. It includes the topics related to environment and sustainability:

- **Department: Political Science**

Democratic awareness with legal literacy

Class B.A. 5th Semester, Paper SEC: 1A POLS502

This paper deals with the various courts like: Juvenile and Women. It aims at creating awareness about the legal redressal system available to the women and the marginalised section of society. It deals with dowry, sexual harassment and violence against women and consumer rights. It also deals with cyber-crime.

- **Department: Geography**

Sustainability and Development

Class B.A. 6th Semester, Paper code GEOGP602GE

The following major topics are included in the course

- 1.Sustainability: concept and components
- 2.Millennium development goals and sustainable development
- 3.National strategies and International experiences about sustainable development
- 4.The role of higher education in sustainability
- 5.Sustainability livelihood model

The students learn about many cross cutting issues by participating in various extra-curricular activities also:

Rovers and Rangers and **NSS** Units inculcate in the students every necessary professional ethic as well as human values like discipline, team spirit and cooperation. All the important days including the birth anniversaries of great persons are celebrated which make the students patriotic, dedicated and devoted. **Eco- Club** of the college trains the students to enrich the environment by executing plantation drives, cleanliness drives and campus beautification activities. **Women's Cell** deals with the gender related issues by organising lectures, declamation contests, poster making and slogan writing.

File Description	Document
Any Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years	
Response: 0	
1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years	
File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships	
Response: 8.17	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 30	
File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise	
Response: D. Any 1 of the above	
File Description	Document
Any additional information	View Document

1.4.2 Feedback processes of the institution may be classified as follows:	
Response: C. Feedback collected and analysed	
File Description	Document
Any additional information	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 12.18

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
367	324	235	169	174

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2400	2040	1980	1920	1920

File Description

Document

Institutional data in prescribed format

[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 6.53

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
63	60	41	39	37

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

- The academic performances of the students are evaluated through class tests, presentations and discussions. Capabilities of students are also assessed by the teachers through response in the class and their attentiveness.
- **Slow learners** are identified and special measures are taken to enhance their abilities. Extra time is given by teachers to clear their doubts. The students are encouraged to come forward, keeping aside their hesitation through one to one interaction.
- Students are encouraged to take part in each and every academic and co-curricular activity. Creativity is encouraged in the students through various co-curricular activities like Bouquet making, Rangoli Competitions, Mehendi Competitions and Letter writing Competitions. Teachers of the Institution guide the students and help them in channelizing their energies in the right direction. Some students excel in Declamation, Debate and Quiz competitions. Others actively participate in poster making and slogan writing competitions which are conducted to celebrate the important days. Some students have an extraordinary skill of Dancing and Singing which comes to limelight when they are provided a platform to participate in Singing and Dancing Competitions.
- Teachers of the Institution guide the students and help them in channelizing their energy in the right direction. Therefore, students are encouraged to take part in games at the college level as well as in inter-college sports championships.
- The Resource persons are invited for guest lectures to help the students in their personality development by inculcating moral values, quick and clear thinking, self-confidence, independent thinking alongwith decision making.
- The first issue of the College Magazine “Navrang” was released in the session 2016-17. Since then the College Magazine Committee works throughout the year to bring out the annual edition of this magazine. The college magazine provides an opportunity to the budding student writers to express their creative, innovative and analytical views with regards to various issues.
- The students with outstanding extra-curricular skills are identified by sports and cultural committees. Thereafter, the selected students are sent to represent the college in inter-college

Competitions as organised by Himachal Pradesh University in the form of Youth Festival.

- **Advanced learners** are provided with complete support and guidance to study beyond their syllabus. They are motivated to prepare for competitive exams for which they are directed to visit the college library which is well equipped with books related to General Knowledge and competitive exams. Apart from this, computer facility is also provided to the students so that they are well aware regarding the latest techniques.
- The students who excel in their college are honoured in Annual Prize Distribution function of the college. The college also felicitates academic position holders in the Annual Prize Distribution function.
- The students are given scholarships under various schemes.

2.2.2 Student - Full time teacher ratio

Response: 367:12

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The teaching-learning process at Govt College, Naura is student centric.

- ICT based methodologies are used to increase the comprehension and retention of the students.
- The college has two smart classrooms equipped with projectors and Wi-Fi network. Students are encouraged to make power point presentations, individually or in collaboration with peers to promote independent learning.
- Classroom assignments and projects emphasize and reinforce the knowledge that is received in the classroom teaching.
- NSS, Rovers and Rangers, Eco Club, Red Ribbon Club, Women's Grievance Redressal Cell and Career Counselling & Placement Cell organise lectures, Quiz Competitions, Seminars and other co-curricular activities to enable the students to participate and interact with experts and academicians.
- The college has well equipped laboratories in the department of Chemistry, Physics, Botany, Zoology and Geography for performing the experiments.
- The College Library subscribes to various magazines, newspapers in order to inculcate the habit of reading among students.

- The students are taught about the importance of law and order, discipline, sensitivity to gender issues, environmental awareness, importance of hygiene and health care through lectures, workshops and seminars.
- Extension activities by NSS and Rovers and Rangers provide experiential learning. Students get the chance to interact with community.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 75

2.3.2.1 Number of teachers using ICT

Response: 9

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 33.36

2.3.3.1 Number of mentors

Response: 11

2.3.4 Innovation and creativity in teaching-learning

Response:

The Staff is fully committed to bring out the best in the students through their all-round development. Quality education ensures that the growth and development of the students raises them to a higher plane. The teachers make an all-round effort to groom the students.

- The use of ICT and smart class rooms make learning very interesting for the students.
- Theory is co-related with practicals and experiments in the science labs.
- Students show their talent in making posters & charts in various extra-curricular activities of the college. Rangoli & Mehendi Competitions, Bouquet making and Flower arrangement bring out their creativity.
- Academic schedules are chalked out well in advance. Everything is followed according to time table. The teachers complete and submit the internal assessment as per the schedule of the university. Mid-term examinations and assignments are marked accordingly. The Internal Assessment is uploaded on the site of **H.P. University Shimla**.
- The students are counselled about the various GE paper options available to them in the upcoming semester.
- The college has a modern library. The requirement of books as per requirement of the different

departments in the college is communicated to the Library Committee at the beginning of the session. This is done in accordance with the latest syllabi, course content and papers being taught.

- The Subject teachers and the various Clubs get together to organise different co-curricular activities to bring out the talent of the students. Lectures and workshops are organised frequently to sensitize the students about the current issues and also to inspire them to pursue higher studies, research and also how to become self-sufficient.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 49.47

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 30.44

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	2	3

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 11.5

2.4.3.1 Total experience of full-time teachers

Response: 138

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

It is mandatory for all colleges to follow and adopt all the evaluation directions issued by the H.P. University.

- The university has taken various initiatives from time to time to improve the level of education like Annual System, Semester System and CBCS system.
- Assessment and evaluation form an integral part of the entire educational process. Throughout the

semester, academic performance of the students is evaluated by the teachers through **Class-Tests, Presentations, Mid-Term Tests And Seminars.**

- Internal assessment is based on the performance of students and their attendance in the class. Students of the Art Stream are judged through group discussions, paper presentations and written tests. In the Science Stream practicals are a means to assess their understanding of theory. Vivas are also taken during practicals to check the practical knowledge of students. Questions are asked in the class by teachers to check the understanding of the students vis a vis what they are being taught. Wherever and whenever required modifications are made.
- Students who have weak communication skills in English are also helped by taking support from the Department of English.
- At the end of the semester students are awarded assessment in a systematic manner.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

1. The Introductory Session is scheduled on the first day of every new session to apprise the new students regarding the courses, exam pattern, assessment and evaluation process and activities of the college. Further, the concerned subject teachers guide the students about Internal Assessment (its weightage in the final result) in their respective classes. The students are also made aware about the IA through the college prospectus.
2. As per the university provisions, 70 marks are allocated for the End-Semester Theory Examination and 30 marks are allotted to Internal Assessment (IA) which is further trifurcated: 15 marks for mid-term class test, 10 marks for assignment/seminar, 5 marks for attendance.
3. In science stream 50 marks are allotted for end semester examination, 20 Marks for practical and 30 marks for Internal Assessment which consists of 15 Marks for Mid-term test, 10 marks for assignments/ seminar and 5 marks for class attendance.
4. Teachers conduct multiple tests at regular intervals, combine the scores and scale down the final maximum marks to 15. Further, these answer scripts of Mid-term Tests, assignments and class tests are marked and then shared with the students in order to apprise them about their mistakes and shortcomings. The purpose of this process is not to demoralise them in any respect but rather to prepare them in such a way that they learn from their mistakes and avoid committing such mistakes in future.
5. Re-tests are sometimes conducted to offer the students an opportunity to improve their performance and also in case the students have missed their test due to any other authentic reasons. Internal assessment calculations are shared with students and discrepancies if any, are rectified before uploading it on the university website.

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

Response:

1. In addition to class tests, students are guided by the concerned teachers regarding the pattern of University Question Papers. Alongwith classroom teaching, the students are provided old question

- papers to solve. These exercises prepare the students to face and attempt examination to the best of their ability.
2. The college staff, teaching as well as non-teaching, provide complete support to the students in online filling of examination forms. Examination process (scheduling of examination, setting up of question papers, conduct of examinations, and evaluation of scripts and declaration of results) is entirely controlled by H.P. University, Shimla. The Colleges are Examination Centres for their students.
 3. As soon as the date sheet is received from the University, it is displayed on the college Notice Boards. In case of any discrepancy or clash of subjects (as reported by the students), the matter is immediately reported to the dealing branch of university for further rectification.
 4. Admit cards are issued to students having 75% attendance prior to commencement of the examination.
 5. General counselling sessions are taken up by Career Guidance, counselling and placement cell in order to guide students about their diet, sleep and study hours during examination in case any student who suffers from examination fear/phobia, special counselling is done in order to make the student overcome his/her fear. To handle medical emergencies in an effective manner, the First-Aid Box is kept in the Examination Hall.
 6. For the smooth conduct of examination, Supdt. and Dy Supdt. are appointed by the Himachal Pradesh University from different colleges of the state. The Principal of the respective college acts as the Senior Supdt. Two office assistants are also appointed to streamline the examination process.
 7. Any examination related grievances, after declaration of result are dealt by the examination branch of the H.P. University, Shimla.
 8. In case of queries related to Internal Assessment the students consult the concerned teachers.
 9. Final results are declared online by the University well in time so that students find appropriate time to take admission in the next class. After declaration of result, in case of pending or incomplete results due to any reason, the matter is reported to the dealing branch of the University. The students are guided as to how they can receive their DMC by hand from the concerned department of the University.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Govt. College Naura follows the Academic Calendar and Examination Schedule as set by the Himachal Pradesh University, Shimla. The information is available on the university website.

- The students are informed about the allocation of marks and evaluation process through the classroom. This information is also displayed on the college notice board.
- The quality of education is maintained in the college through the administration and the teaching staff. Teacher wise Time-Table is framed at the beginning of every session. The academic and cultural activities to be performed are communicated through the academic calendar of the college. The IQAC ensures that everything is done and recorded in a systematic manner.
- The attendance of the students is submitted in the office before the commencement of the next session. This attendance also has to be uploaded on the university website as 75% attendance is mandatory for the students in order to appear in the examination.
- Students are regularly given tests and assignments. They are also required to make presentations.

This record remains with the teacher concerned. The assessment also has to be uploaded on the university website.

- Practical exams for Science students are conducted by the teachers and the marks are sent to the University.
- Mid-Term tests are organised in the month of Aug. (for the 1st, 3rd and 5th Semester) and in the month of Feb. (for the 2nd, 4th and 6th Semester). The answer scripts are evaluated by the teachers and shown to the students in order to make them aware about their mistakes and shortcomings and thereby preparing them for final examination. End semester examinations are conducted in the month of Oct./Nov. and April /May as per the university schedule.
- Assignments and projects are assigned and collected within the classes according to the teacher's discretion.

File Description	Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

- **The College Prospectus:**

Before the commencement of academic session, the College Prospectus committee finalizes and publishes a prospectus which contains all admission related details such as list of courses offered, fee structure, and Academic Calendar. Number of seats for General, SC, ST, OBC, PH and SPORTSMEN is also mentioned in roster.

- **The College Website:**

The College has a website on which the details of courses offered are mentioned. Name of the faculty members along with their contact number are also highlighted in the website. The College Website Committee ensures regular updating and smooth functioning of its website (www.gcnaura.in). Various committees are constituted to streamline the functioning of various activities and they are also mentioned on the college website.

- The concerned teachers communicate the programme and course outcomes to the students in their class rooms.
- Information regarding activities, functions, exams, programmes & various notices is displayed on Notice Boards from time to time.
- Annual reports cover all the information regarding various outcomes.

File Description	Document
Any additional information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The course outcomes of the students are evaluated at the university level through End-Term Examination and in the college through Internal Evaluation.

- The teachers are able to assess the calibre, standard and understanding of the students through IA (Internal assessment). The students are able to assess their weakness and strengths, their limitations and advantages through this process. Thus, they are in a position to improve their performance in the End-Semester Examination conducted by the university at the end of the semester. In case of any discrepancy the students are directed to contact their respective teachers. The Summative Assessment of the students is done through the End Semester Examination conducted by the university.
- The learning outcome of the students within the college is evaluated through assignments, tests, presentations and practicals (for Science students)
- Students are supposed to submit their projects and assignments within a stipulated period. Students who are unable to submit these due to authentic reasons are given additional time to fulfil the same.
- The college IQAC monitors all academic and cultural aspects.

2.6.3 Average pass percentage of Students

Response: 34.34

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 34

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 99

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.56

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 47

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Head of the Institution motivates the young faculty members to enrol in Ph.D. They are also encouraged to apply for major or minor research projects. Other initiatives for creation and transfer of knowledge are:

- **Eco club** plays vital role in creating environmental awareness. Plantation of medicinal plants like Amla in the campus. Making the campus of the institution absolutely 'Plastic Free'. Campus

beautification drives help in establishing a good and healthy ecosystem.

- **Career Guidance counselling and Placement cell** contributes in its own way by inviting resource persons for delivering lectures on drug abuse, traffic rules, cyber crime and other social issues. This increases the knowledge of the students.
- **Red Ribbon Club** organises activities like rallies, poster making and slogan writing on world AIDS day so that knowledge is imparted to the students as well as to the community in an effective manner.
- **NSS unit** is in direct contact with society and spreads the awareness related to importance of cleanliness, various diseases and team work.
- **Women's Grievance Redressal cell** provides knowledge to the girls related to personal hygiene, nutrition and health and creates a positive approach towards life.

These enhance the contribution of the institution in transferring the knowledge.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years**Response:** 0.1**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
02	02	01	0	0

File Description

List of research papers by title, author, department, name and year of publication

Document[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 0.96**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	03	03	01

File Description

List books and chapters in edited volumes / books published

Document[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

In addition to achieving academic excellence it is the duty of an institution to impart moral and human values to the students. In order to lead a happy and successful life, the students should learn about their social responsibilities towards the society. This platform is provided through N.S.S. Unit, Red Ribbon Club, Eco-Club, Women's Grievance Redressal Cell and Rovers and Rangers. National Service Scheme

(N.S.S.) is devoted to the service of the nation. Their motto is “Not Me But You”.

Red Ribbon Club

This club came into existence in order to create awareness about AIDS among the students.

The main motive of Red Ribbon Club is to make students aware about AIDS and the corresponding preventive measures. The red Ribbon Club organises lectures and rallies for the same. The students get sensitised about the burning health issues and the awareness created helps them in becoming responsible citizens of tomorrow.

Eco-Club and Campus Beautification Committee

Apart from raising awareness about green and clean environment the Eco Club and Campus Beautification Committee has contributed in following ways:

- Cleanliness campaigns under the ‘Swachh Bharat Abhiyan’ initiated by the government.
- Organised various plantation drives and also nurturing existing plants.

N.S.S. Unit

The NSS Unit carries out extensive activities for the welfare of society. The motto of government College Naura is: ‘Care and Love for Humanity’. It is committed towards all round development of students and society. A symbiotic relationship between society and students is maintained when the students come forward for community activities. Following contributions are made by the NSS Unit.

- Plantation of over 100 plants under afforestation campaign near Shambhu Temple, Thalial.
- A program organized on ‘Bharat Swachata Abhiyaan’ in collaboration with B.D.O, Bhedu Mahadev.
- Regular cleaning of the temple adjacent to the college building.
- Frequent drives organised for destruction of Congress Grass and Cannabis.
- To sensitise the students about various issues different programs were organised such as:

1) Ill effects of polythene.

2) Advantages of recycling polythene.

- Organisation of sensitisation programs on saving the girl child ‘Beti Anmol Hai’. The focus here is on the ways to improve the Sex Ratio, Problem of Female Foeticide, Evils of Dowry System and Empowerment of Women.

Under these extension activities various competitions are organised for students from time to time. Rallies are organised to raise awareness about the burning issues.

Rovers and Rangers

- The Rovers and Rangers unit was constituted in the college on 14-07-2017. The Rovers and

Rangers unit is doing great service to the community through various programs such as:

- Lecture on Traffic Rules.
- Lecture on Ill-Effects of drugs.
- Awareness program about cybercrime.
- Lecture on moral and social responsibilities of Rovers and Rangers.
- Awareness regarding various programs being run by the government.

- Plantation drives.

Thus, through these ventures, the qualities of philanthropy are developed in the students. They voluntarily come forward and opt to help wherever they feel it is required.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 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 last five years

Response: 12

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	5	1	2

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 63.44

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
355	150	200	100	52

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The college has two blocks comprising of Arts and Commerce Block. The whole campus is equipped with CCTV cameras, flood lights and solar lights. Between the two blocks there is a green ground comprising of flower beds, banyan, peepal and mango trees. The college ground provides separate parking facilities for students and staff.

Class Rooms

- There are 18 classrooms in total in the college. Out of which five rooms are being utilised as lab cum class room, five smart class rooms and one IT lab for effective teaching learning process.
- **Smart Class Rooms:** There are five smart class rooms equipped with projectors, screens, digital boards, CPU and amplifiers. The capacity of each smart class room is 72 students.

Laboratories

Botany lab is well equipped with Compound, Binocular and Dissecting **Microscopes**. Besides this the laboratory has pH-Meter, Arc Auxanometer, Centrifuge machine, Digital balance, Rectangular Water Bath, Soil Testing Kit, Glassware and Staining Material. Botany lab is also supplemented by **specimens** of Plants, **slides** and **charts** to understand structure of plants.

Zoology Lab is well equipped with Compound, Binocular & Dissecting **Microscopes** for the study of slides and micro parts. It is also supplemented by **Specimens** of Animals, **Models**, **Slides** and **Charts** for understanding structure of animals. The lab has Glassware, Chemicals and Solutions for various tests, BP apparatus, Stethoscopes, Thermometer and Refrigerator. **Human skeleton** is the main attraction in the lab.

Physics Lab is equipped with all latest and modern equipment like Magnets, Screw Gauze, Magnetic Needle, Vernier Calipers, Sextant Flywheel, Kateris/Bar Pendulum, Torsional Pendulum and Potentiometer. This lab has a Dark Room to perform experiments.

Chemistry Lab It has laboratory equipment like Furnace, Oven, Conductivity Bridges, Hot Plates, Magnetic Stirrer, Melting Point Apparatus, Stop Watches and Digital Weighing Machine. It also has laboratory chemicals and glassware required for undergraduate practicals.

Geography lab is fully equipped with Projector, Computer, Maps, Charts and Globes.

Computing Equipment

Computers are installed in Library, Principal Office, Administration Office, Labs, IQAC room and NSS room.

Computer lab has twenty five latest computers and one Server computer with Internet facility.

Library is equipped with Text & Reference Books and a variety of Magazines and Newspapers.

Principal's Office is well furnished and equipped with chairs, sofa sets, office table, centre tables, computer and telephone. There is a LCD Screen connected with CCTV cameras which keep the college under regular surveillance. It has an attached store room and washroom.

Administrative office is furnished with chairs, office tables, telephone, and computers with internet facility, printers, photostat machine and attached washroom and store. All types of records related to students and staff are maintained in this office.

Women's Grievance Redressal Cell

This is a beautiful well, furnished cabin where the girls are counseled and their problems, if any, are solved by the members of the cell.

Rovers and Rangers /Eco club/Campus beautification Room

The room has an office table, chairs, book shelf and one almirah. The tools for gardening and campus beautification are kept in this room.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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

Response:

Facilities for sports

Sports play a vital role in all-round development of the students. The students are encouraged to take part in indoor and outdoor games as sports constitute an integral part of education

- College **indoor** sports
 - Table-tennis
 - Chess
 - Carom
 - Boxing
- Sports room for keeping the sports goods

- College **outdoor** sports facilities
- Playgrounds for cricket, kabbadi , athletics, parades and march pasts
- Volley ball Court
- Badminton court
- Facilities for **field events**
- Long-jump, High jump
- Shot-put
- Races
- Discus Throw
- Javelin Throw

Sports goods for all indoor and outdoor events are available in the college.

Gymnasium

Gymnasium helps in maintaining the health and fitness of students and employees. It is situated on the ground floor in the Commerce Block. The gymnasium has

- Tread Mill
- Exercise Bike
- Multi adjustable inclined bench
- Multi Ab Bench
- Shoulder press
- Bicep curl
- Leg press
- Chest press
- Massage Chair

Health Care Centre

The campus Health Care Centre provides First-aid to college students during sickness and injury. Items such as First- Aid Box (Bandage, ointment, medicines, glucose), almirah, bed and stretcher are provided in the Health Care Centre.

Facilities for Cultural Activities

- The college has a spacious **multipurpose hall** with seating capacity of 300 students. It is used for conducting the end-term examinations and mid-term examinations, various cultural activities, annual function and competitive events. It has a proper stage with curtains, Dias and a PA system. The hall has an attached washroom and a green room where girls get ready for cultural programs.
- Various musical instruments like Harmonium, Tabla and Dholak are used by the students during the cultural events.
- The college has its own DJ Equipment.

Sanitation and Hygiene in college

Students have a right to basic facilities such as toilet, safe drinking water and clean surroundings. The college provides all these facilities to them. Incinerator to destroy used sanitary pads is installed in the girls wash room.

Pure drinking water

The students have an access to pure and safe drinking water through water purifiers and water coolers which have been installed in the campus.

Fire Safety Unit

Fire extinguishers are installed in both the blocks of the college.

Canteen

- Food prepared in canteen is healthy and hygienic.
- There are separate dining halls for students and staff.
- Canteen has a modern kitchen with washbasins, Aqua guard, fans, exhaust fan and refrigerator.
- A Television has been fixed in the canteen for the students.

Girls' Common Room

- To facilitate girl students, the campus has a spacious and comfortable common room which is on the ground floor of Commerce block.
- This common room has been designed to give girl students a place to study, relax and have informal discussions in the free time available.
- The common room has seating capacity of 50 girls. Comfortable furniture (chairs and tables) are provided to the students to relax during the free classes.
- A vending machine for sanitary napkins is installed here.
- Magazines are provided to the girls for reading.

File Description	Document
Link for Additional Information	View Document

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

Response: 38.89

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 7	
File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 69.85

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12.46	87.76	51.20	10.67	0

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

The library of the college is situated on the top floor in the Arts Block. It has room for the Librarian and a cabin for the Assistant Librarian. The data related to books is computerized. There are computers with internet facility for the use of students. There are tables and chairs for the staff and students to study comfortably. The library is well lit and receives natural light throughout the day. In addition, there are a number of tube lights and fans. The library subscribes to six **magazines** and seven **newspapers**. There are more than three thousand **books** in the library. **Exhibitions** of books are regularly held so as to create awareness among the students.

The students are encouraged to visit the library regularly. They are provided **library card** to get the books issued. **Issue registers** and **stock registers** are well maintained for the record. The students who use the library, make their entry in the **visiting register**. **Book Bank** facility is also available in the library. **Fire extinguishers** have been installed in the library.

- Name of ILMS software **Soul 2.0**
- Nature of automation (fully or partially) **Fully**
- Version **Soul 2.0.14**
- Year of Automation **Oct 2017**

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Other knowledge resources

Total no. of books: 3006

Titles of books: Arts =203

Commerce= 38

Science=41

Nature of books: References, Competitive, Text and Literature

Description of Library Enrichment

SR NO	NAME OF BOOK	AUTHOR	NO of copies	YEAR OF PUB.	PUBLISHER
01	Word Power Made Easy	Harman Lewis	1	2009	Goyal
02	India2020 A Vision	APJ Abdul Kalam	1	2007	Penguin
03	CONCISE G K	Edgar Thorpe	1	2009	Hamp
04	Oxford Advanced Dictionary	Raymond Murphy	2	2010	Oxford
05	English Grammar	Raymond Murphy	3	2007	Cambr

06	Collins Advanced Dictionary	John Sinclair	1	2009	Collins
07	My Experiment with Truth	Mohandas Karamchand Gandhi	2	2009	Diamond
08	India 2015	Media Wing	2	2010	Dinesh
09	Sustainable Tourism	J . Sudbrooke	1	2010	Rawat
10	Geographical Thought	Richard	1	2011	Rawat
11	Wisdom Of Vivekananda	Sachin Sinhal	1	2013	Ocean
12	Selected Poems	Atal Bihari Vajpayee	1	2013	Bhatia
13	Quick Arithmetics	Ashish Aggarwal	3	2013	Dinesh
14	Quick Maths	M Tyra	3	2013	Dinesh
15	E-Commerce	Dr. Nishant	6	2013	Upkar
16	Quantitative Aptitude	Sarvesh K	1	2017	Upkar
17	HAS G K	Jagmohan	1	2017	HG Pu
18	NDA	HP Sharma	3	2018	upkar
19	POLITICAL THOUGHTS	C.L WAYPER	2	2018	SURJE
20	ENCYCLOPAEDIA OF BRITANICA	DATE H. HOIBERG	30 VOL.	2018	Britan

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.97

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.20	0.34	1.75	0.57	0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Any additional information	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 21.37

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 81

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has Wi-Fi Facility since 2015. There is an IT Lab with capacity for seating 34 students. Wi-Fi connection has been provided to the Principal Office, Office, Staff Room, IQAC/RUSA Room, Botany, Zoology, Chemistry, Physics Labs, Smart Class Rooms and Library. The college uses the internet facility extensively. The admissions of the students are online. The scholarships are also applied online. The assessment of the students has to be uploaded on the website of the university. Most of the queries from the Directorate are dealt with online. Thus the institution has to regularly update its IT facilities.

File Description	Document
Any additional information	View Document

4.3.2 Student - Computer ratio

Response: 367:41

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: >=50 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 17.76

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.72	2.08	1.98	1.11	1.59

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Any additional information	View Document

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.

Response:

The equipment and infrastructure of the college is kept up to date and well maintained. For this purpose the following committees have been constituted:

- **Building Fund Committee**

All work related to the building which includes repair and renovation is looked after by this committee.

- **College Development and store-Purchase committee**

This committee looks after the purchase of Lab Equipments, Instruments, chemicals, glassware and other miscellaneous items. This committee also looks after the maintenance of Computers, Inverters and Xerox Machine.

- **Library Advisory Cum Purchase Committee**

Purchase of books and upgradation of library facilities is routed through this committee.

- **RUSA Fund Committee**

RUSA grant provides financial support to the college. All laboratories, library, class rooms, and IT Facilities of the college are upgraded through RUSA Fund. In addition, sports goods and cultural items are also purchased through this grant.

- All the committees follow established systems and procedures for purchasing, maintaining and utilising the various items.
-

1. Demand/proposal is given
2. Sanction is taken from the Bursar and the Principal in the sanction book
3. For orders above Rs. 3000/- quotation are invited
4. On receiving quotations, a comparative statement is made
5. Supply order is issued to the lowest bidder
6. Goods are purchased as per specifications in the supply order
7. Bills are cleared through cheques/RTGS
8. Stock Registers and Cash Books are maintained
9. Goods are issued to the concerned departments/Labs/Library for utilisation

- In case of any problem people are engaged from outside to carry out the repairs especially in case of plumbing and electrical installations. The college campus, classrooms and laboratories are maintained by the multi-tasking staff of the college.
- A complaint Box is maintained in the college. All types of grievances can be dropped in the box. Suitable and necessary action is taken after going through the complaints/suggestions/ feedbacks.
- Any minor repairs are reported to the Principal and the Principal sanctions expenses for the same. The various departments can also put forth their demands and requirements.

- For major repairs the college sends its demand to HPPWD which redresses the complaint in a time bound manner.
- Clean water facility is available in the college through Aquaguards and their maintenance is carried out as per requirements.
- Services of a professional IT company have been used for maintenance and regular upgradation of the **college website**.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 19.08

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	65	63	50	33

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefited by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes	
File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document
Any additional information	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years											
Response: 4.88											
5.2.1.1 Number of outgoing students placed year-wise during the last five years											
<table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>1</td> <td>0</td> <td>3</td> <td>4</td> </tr> </tbody> </table>		2017-18	2016-17	2015-16	2014-15	2013-14	4	1	0	3	4
2017-18	2016-17	2015-16	2014-15	2013-14							
4	1	0	3	4							
File Description	Document										
Details of student placement during the last five years	View Document										

5.2.2 Percentage of student progression to higher education (previous graduating batch)	
Response: 40.4	
5.2.2.1 Number of outgoing students progressing to higher education	
Response: 40	
File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0**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) year wise during last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
99	48	56	46	34

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities**5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.****Response: 0****5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Students' Council known as College Students Central Association i.e. C.S.C.A. is constituted by the college on the basis of their performance in the University Examination. It works toward bridging the gap between teachers, administration and the students. The C.S.C.A. consists of **President, Vice-President, Secretary, Joint Secretary, Class Representatives and Executive Members**

- The **C.S.C.A helps in organising various cultural activities** with the help of volunteers chosen among the students. The C.S.C.A contributes actively in organisation of CSCA Cultural Function for the students to showcase their talents. The members of the C.S.C.A. assist the teachers in making the "Annual Athletic Meet" a great success.
- For the smooth execution of the activities that are held in the college, **Class Representatives** play vital role by representing their respective class and sharing the problems and views of the students with the Principal and Teachers.
- The **executive members** of the CSCA include students from Rovers and Rangers, Eco Club, Red Ribbon Club, N.S.S. Unit, Sports and Culture. The executive members of CSCA contribute their best towards their respective fields and execute the various activities in a proper manner.

The following Committees/ Bodies of the college have the representation of students:

- **Women's Grievance Redressal Cell**

The President and the Vice-President of CSCA are the members of this cell. The presence of these members facilitates the students to put forward their problems without any hesitation.

- **Discipline committee**

CSCA, N.S.S. Volunteers and Rovers and Rangers are the members of this committee. They assist in maintaining the discipline. These students check the entry of outsiders in the campus.

- **Anti-Ragging Committee**

CSCA, Two volunteers of NSS and Two Volunteers from Rovers and Rangers are the members of the Anti-Ragging Committee in order to make the campus ragging free. Till now no case of ragging has been registered in the college.

- **RUSA Fund Committee**

CSCA President & secretary are the members of RUSA fund committee. They give their opinion to purchase the goods for the welfare of the students.

- **N.S.S Unit**

Under the guidance of NSS incharge the NSS Volunteers plan and execute in-house and extension

activities. A special seven days camp is organised annually in which the entire unit of NSS is involved wholeheartedly.

- **Rovers and Rangers unit**

Students belonging to the unit show their active participation in Annual State Level Moot, March Past and parades in many functions of the college, cleanliness drives and cultural & sports events.

- **Eco-Club**

Members of this club organise various activities in order to preserve and beautify the campus. Activities include cleanliness drives and plantation drives.

- **Red Ribbon Club**

The members of this club organise various programmes so that all are made aware about AIDS.

The **College Magazine** “Navrang” is a platform for young budding poets and writers to express their views in Hindi, English, Pahari, Science, Planning Forum and Sanskrit sections of the magazine.

File Description	Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 7.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
15	11	0	6	5

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document
Any additional information	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Govt College Naura is a young college catering to the needs of rural population of the surrounding areas. There are a limited number of students here. They usually belong to the families which are not very well-off financially . The number of girl students is more than number of boy students. This is the reason that their financial contribution to the college as alumini is almost negligible. The Alumni Association was constituted for the first time in the session 2018-19.The first meeting of the association took place on **8th December 2018**. The students who had passed out were visibly delighted to be in the college. They said that they would provide all necessary support to the institution. The name of the association is Old Students' Association (OSA) . It is now **registered and functional**.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Any additional information	View Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

- **Vision:** Govt. Degree College Naura has been established to provide education to the rural students who are from all sections of society. It is specially a boon for the girl students whose parents are not willing to send them to far off places for receiving Higher education. The Institution aims to impart quality education to the students and instil the values of compassion, patriotism, discipline, honesty, tolerance, dedication and hard work. The aim is to make them responsible citizens of the country. The college wants to make the students independent, self-reliant and confident. It is a launch pad for the future generations of the country, who in turn will be the achievers and servers. They will achieve their goals and go forth to serve the next generations.
- **Mission:** Our mission is to keep up with new times and yet preserve our culture and heritage. Our dream is to raise the comprehension and understanding of the students and to bring them to the main stream. A sense of competition and spirit of achievement is inculcated in the students. To improve the communication skills, soft skills and confidence of the students by imparting sound knowledge to them so that they can make a niche in the society. To create the spirit of co-operation, teamwork, leadership and friendliness among the students so that they can make a significant and positive contribution to the society.
- **Governance Plans:** All policies and plans for the College are drafted by the Himachal Pradesh University, Shimla and the Department of Higher Education of Govt. of Himachal Pradesh. These policies and plans are implemented by the Principal and teaching as well as non-teaching staff.
- **Bursar** of the college monitors the expenditure of the various funds of the college

Faculty Involvement in Decision-Making:

Principal is the **chief executive head** at the college level. The faculty members are delegated responsibilities through the various committees.

- **Staff Council**

The staff council has regular meetings with the Principal regarding various agendas. This ensures smooth functioning of the college.

- **C.S.C.A Advisory Cum Welfare Committee**

This committee constitutes the C.S.C.A. The C.S.C.A. assumes office after the Oath Ceremony. Regular meetings take place between the C.S.C.A members and the CSCA Advisory Committee. Decisions regarding cultural, sports and academic events are conveyed to the students through this committee.

- **Parents Teachers Association**

Meeting of Parents and teachers are organised regularly to let the parents know about various aspects and plans of the college PTA Fund is spent with the consent of parents

- **RUSA Fund committee**

Administrative approval for the grant for RUSA funds is granted by the Directorate of Higher Education. This grant is utilized for infrastructural development works after completion of codal formalities like calling quotations, giving supply orders, billing etc.

- **IQAC**

IQAC effectively monitors the administrative, academic and extra-curricular activities of the college. Thus, the quality in the Institution is maintained through Principal- faculty interaction and teacher-student interaction, both academic and non-academic.

6.1.2 The institution practices decentralization and participative management

Response:

The College believes in decentralization of power. Leadership qualities are exercised through various councils and committees. In this hierarchy the Principal is at the top followed by the staff and the student representatives. The following committees are in existence to decentralize the academic and administrative activities:

- **IQAC:** This cell co-ordinates the functions of all other committees. It compiles and maintains record of all the events (academic/sports/cultural) which take place in the college.
- **College Advisory Council:** This council along with the Principal ensures a smooth functioning of the college.
- **Admission Committee:** This committee admits the students to the various courses. It ensures that the admission norms are adhered to. The teachers also guide the students regarding the course combinations and subjects they can opt for.
- **Time Table Committee:** It prepares the time table for the session for smooth conduct of the classes.
- **Examination Committee:** It organises and conducts examinations and collects the award lists and internal assessment of the students.
- **Purchase Committee:** It monitors the purchase of all items.
- **Discipline Cum Anti-Ragging Cum Anti-Drugs Committee:** The role of this committee is to maintain discipline and to provide a safe environment for students and employees of the college.
- **Cultural Activities and Youth Festival Organising Committee:** Students are encouraged to participate in the cultural activities by this committee. The selected students are then sent to participate in the youth festival
- **Sports Committee:** This committee looks after the sports activities.

- **Women's Grievance and Redressal Cell:** This cell ensures that there is no discrimination against women. They do not have to face any harassment or difficulty.
- **Library Committee:** It looks after purchasing and maintenance of books.
- **NSS Advisory Council:** It advises the NSS Coordinator regarding the activities of NSS.
- **Career Guidance, Counselling and Placement Cell:** This cell guides the students regarding their career and placement. It also organises lectures on socially relevant issues like Drug Abuse, Traffic Rules, how to crack competitions etc.
- **Committee against Caste Discrimination:** This committee addresses issues related to SC, ST, OBC students. It ensures that there is no discrimination against them.
- The convenors and the members of these committees ensure their smooth functioning. Each and every activity that takes place is reported to the co-ordinator of IQAC.
- The Parent Teacher Association is constituted for the welfare of the students.
- **Case study:** Recruitment of Data Operator in the Institution.

In this age of digitalization, no digital work can be completed without a data operator. On 5th Oct 2015, a meeting of Parent Teacher Association and conveners of various committees of Govt College Naura, chaired by the Principal, was held. In the meeting it was unanimously decided that the college required a Data Operator. It was also decided that his salary would be paid through PTA Fund. Subsequently a data operator was appointed.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

- Initially, the college started with the Arts Faculty in 2007-08 session. Commerce was introduced in 2015-16 session and Science stream was introduced in 2017-18 session. The college has two blocks. Looking at the rapid growth of the college, a new Science Block is need of the hour. The requirement has been sent to HPPWD. The plans have been approved. Soon the HPPWD will start work on the same.
- Along with academics, sports are an essential part of mental and physical development to facilitate the growth and interest of the students. The ground for sports is being developed to facilitate the growth and interest of the students.
- **Activity based on strategic plan:**

Formation of IQAC took place in July 2017. Since then, the IQAC is functioning with a focus to maintain

the quality on all fronts. The IQAC works closely with the Principal and staff to implement the processes across the Institution. This cell makes policy decisions and keeps the records of all the activities of the college. These practices resulted in getting affiliation for Science Stream of the college with H.P.U. in July 2018.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

- **Governing body:** Govt. College Naura is governed by the Education Department of Govt. of Himachal Pradesh. It is affiliated to Himachal Pradesh University, Shimla.
- **Administrative setup:** The college administrative setup is headed by the Principal. The Principal is further assisted by the teaching staff and the administrative staff. The administrative staff has a superintendent, an accountant, clerks, bursar (from the teaching staff) and peons.
- **PTA:** The Parent-Teacher-Association is a significant part of the college setup. It contributes to the welfare of the college, both in an advisory and financial capacity. The parents and teachers, all are a part of this association. The PTA President is elected from among the parents/guardians. The Secretary is elected from the teachers. The Treasurer and Joint-Secretary are from the parents.
- **IQAC (Internal Quality Assurance Cell):-** IQAC is a body mandated by the UGC. It looks after the qualitative aspect of the running of the college in the fields of academics, planning and administration of the Institution. Quality checks are kept through IQAC. All activities of the college are reported to IQAC where they are recorded.
- **Service Rules:** The service rules of the Principal teaching and non-teaching staff have been drawn by the Govt. of Himachal Pradesh. The Institution follows them in totality.
- **Procedures:** All procedures related to admission, exams, recruitment, construction are followed through the guidelines laid down by the Govt. of Himachal Pradesh. The Principal is authorized to purchase equipment and all other material required for the smooth functioning of the college.
- **Recruitment:** The recruitment of the staff is done through various Govt. agencies. The teaching faculty is appointed through the Himachal Pradesh Public Service Commission (HPPSC), Shimla. The non-teaching staff is selected through Subordinate Selection Board and other State Procedures.
- **Promotional policies:** Promotion of the teaching and non-teaching staff is based on the rules followed by the Govt. of Himachal Pradesh. It is based on Seniority and the Departmental Exam conducted by HP Public Service Commission.
- **Grievance, redressal Mechanism:** The College has a Grievance Redressal Committee and a Women's Grievance Redressal Cell. These committees deal with all cases related to gender issues & sexual harassment of girls/women at the work place. It resolves all kind of grievances, complaints and problems of the college employees and students. Counselling of the girl students is also done by Grievance Redressal cell.

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

Response: D. Any 2 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document
Any additional information	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Since this college basically fulfils the need of the rural students. It is doing a great service for them. There was an increasing demand for the Science Stream because most of the students in this area cannot afford to go out for Higher Studies. Their dire need was time and again conveyed to the college authorities. After repeated meetings of the staff council, IQAC and Advisory council, the requirement was conveyed to the government.

All the requirements, needs and new courses to be introduced are sanctioned by the Directorate of Higher Education. Permission was granted to start Science Stream in 2017-18 session.

- The Science Faculty was sent by the Govt. The college developed well equipped, fully furnished laboratories through the grants given under RUSA system.
- The college has laboratories for Physics, Chemistry, Botany and Zoology. They are well equipped and fully functional in all respects.
- The college authorities were informed about the visit of an inspection team from Himachal Pradesh University, Shimla to grant affiliation for the Science Stream. This was a great challenge for the Institution. Meetings of staff Council, IQAC and advisory council took place in order to make needful preparations for the visit.
- The team from Himachal Pradesh University visited the college on 13-07-2018. The team inspected the infrastructure and visited the labs. They also visited the library and checked the availability of books relevant to the study of Science. They also went through the profiles of the faculty members. They were quite satisfied with the infrastructure and faculty. The college was granted temporary affiliation for the session 2017-18 and 2018-19.
- The HPPWD has drawn plans for the construction of the Science Block in the college. Tenders

have been awarded and the work will start soon.

6.3 Faculty Empowerment Strategies

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

Response:

This Institution is governed by the rules of the Govt. of Himachal Pradesh since it is a state owned institution.

1. **Medical leave:** There is provision of 10 days medical leave with full pay.
2. **Medical reimbursement:** The medical bills are reimbursed as per state rules.
3. **Casual Leave:** Twelve days of casual leave is allowed for all employees per year.
4. **Earned Leave:** Twenty days of earned leave is allowed per year for teaching staff and thirty days for non-teaching staff.
5. **Group Insurance Scheme:** Employees are covered under group insurance scheme by paying a premium of Rs. 120/-per month.
6. **LTC:** Leave Travel Concession is granted as per state Govt. rules.
7. **Provident Fund Advance:** 75% of GPF can be availed twice a year for miscellaneous purposes like education fee, daughter's marriage etc. One time 90% advance can also be availed for building of house or repair of ancestral house.
8. **Study Leave:** For pursuing Higher Education, study leave is granted to teachers as per the rules of Directorate of Higher Education of Govt. of Himachal Pradesh.
9. **Maternity /Paternity Leave:** This leave is provided as per govt norms.
10. **Academic/Duty Leave:** It is granted to teachers for Conduct of Examinations, Evaluation of Answer Scripts, Attending Refresher and Orientation Courses, Induction Programmes, Attending Conferences/ Seminars and Official Meetings.
11. **TA/DA:** Teachers are paid travel allowance and dearness allowance as per the rules laid down by the State Govt.
12. **Uniform for Class IV Employees:** Uniform for the class IV employees is provided by the govt.
13. **Retirement gratuity, leave encashment& pension:** It is provided to employees after retirement. Post 2003 employees are granted PF through CPS.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 16.72

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	2	1	1

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The College is a State maintained Institution and follows the guidelines given by the govt. with regard to performance appraisal system for teaching and nonteaching staff. A self-performance appraisal form is to be filled in by the teaching staff and submitted to the Principal every year. This goes by the name of Annual Confidential Report (ACR). The ACR is also filled by the non-teaching staff. There are four prescribed stages for promotion from Assistant Professor to Associate Professor.

Stage 1 (AGP Rs 6000) to Stage 2 (AGP Rs 7000)

- Four years of service with PhD/
- Five years of service with M.Phil./PG Degree in Professional Course/
- Six years of service for those without Ph.D/M. Phil.

Stage 2 to Stage 3 (AGP Rs 8000)

- Completion of five years of service in Stage 2

Stage 3 to Stage 4(AGP Rs 9000)

- Completion of three years of service in Stage 3.

The promotion for the second and third stage are granted by the Departmental Promotion Committee (DPC) constituted by the Department of Higher Education. The conditions laid down by the university and UGC have to be fulfilled e.g. attending of Orientation and Refresher courses and teacher training courses in a time bound manner. DPC is conducted for the promotion of Associate Professor to Principal according to seniority. The Departmental examination has to be qualified for the same.

The Non-teaching Staff Members are promoted in a time bound manner by the State Govt.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Institution conducts internal and external financial audits regularly. The Govt. of Himachal Pradesh conducts audit of Govt. Departments through the office of Accountant General at Shimla. The audit of this Institution took place from 2.07.2015 to 08.07.2015. The period of this audit was from 2007-2015. Whenever any audit objection arises it is noted for compliance and the Head of the Institution is informed. Corrective measures are then initiated. The records of the institution are maintained accurately and in a proper manner. The administration works in a transparent and systematic manner as per rules . The next audit of the institution is scheduled for Feb 2019.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources**Response:**

The College receives funds through student fees and Parent Teacher Association (P.T.A). Recently it has received funds from RUSA as well. The salary bill of the teaching and non-teaching employees is met by the Govt. of Himachal Pradesh. The salary bills are sent to the treasury where they are processed. The upkeep and maintenance of the college is done through the Amalgamated fund (A.F) and P.T.A Fund.

The RUSA fund was utilized to create an excellent infrastructure in the college. Smart Class Rooms, IT Lab, Computers, Furniture, books and many other facilities were acquired through the RUSA fund. A RUSA Committee has been constituted and the said fund is utilized through this committee.

The library committee deals with matters related to purchase of books and magazines. The teachers of various departments can give their requirement for books and the funds of the library are accordingly utilized.

The utilization of funds is done in a transparent manner. For the smooth functioning of the college, various committees ensure that the work is done in a systematic and proper manner.

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****Response:**

The Internal Quality Assurance Cell (IQAC) was established in this college in July 2017. IQAC monitors all the activities of the college be it academic, co-curricular or administrative and keeps them streamlined. It removes the short-comings and keeps a strict quality check on all the activities that take place in the Institution.

Each and every activity of the college is recorded in the IQAC register. This is a very big initiative as all the activities of the college are recorded, compiled and available for scrutiny. The IQAC initiative is indeed very useful as it serves as a filter for the working of the Institution.

Following are the two practices performed by the IQAC:

- To strengthen the Career Guidance, Counselling and Placement Cell.
 1. Lecture on Discipline, road rules and drug de-addiction were delivered by police Department
 2. Members of Health department delivered lectures on Health, Hygiene, Problems of women and general health awareness
- Strengthening of Discipline, Anti-Ragging and Anti-Drugs Committee.
 1. Displaying of boards to provide information on anti-ragging helpline
 2. Posters have been displayed on notice boards to discourage ragging
 3. Helpline for the girls is displayed on the Board
 4. Strict punishment for those indulging in ragging
 5. All the information is given in the prospectus

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

Response:

Every year at the beginning of the session the teachers download their syllabus from the website and review the courses which they have to teach. Staff meetings take place and decisions are taken about the best way to teach the students. Students are informed about the syllabus and advised about the books which they have to purchase and the assignments they have to submit. The students who face any difficulty in their academics are free to consult their respective teachers and solve their problems any time after the classes. The students are further motivated to visit the library on regular basis and thereby improve their mental abilities. They are also encouraged to read the newspaper daily and enhance their general knowledge.

Informal English speaking and personality development classes are held in the college.

From time to time seminars are held to guide the students about their career aspects and are given advice regarding the path they should choose after graduation.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 1

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Response:

The Institution is always striving to improve the quality in academic, administrative and co-curricular spheres.

Academics:

- Establishment of the college in 2007 with Arts Stream. The college started with 53 students in 2007-08. The strength of the students increased to 169 in 2013-14 to 381 in 2018-19.
- Commerce Stream introduced in 2015-16
- Science Stream established in 2017-18. A team from Himachal Pradesh University visited the Institution in July 2018 and has granted affiliation for the Science Stream for 2017-18 and 2018-19
- Well equipped labs for Physics, Chemistry Biology, ICT and Geography.
- The college shifted to its own building in 2014. The work for the Science wing has started in 2018
- The library made a humble beginning but now the books in the library have increased to more than 3000. The funding provided by RUSA has helped in the enhancement of the infrastructure and the purchasing of the books for the library.

- In 2013 the college shifted from Annual System to CBCS RUSA System
- The Institution is Wi-Fi enabled.

Administrative:

Regular meetings of the various councils and committees take place in order to discuss the welfare and progress of the Institution. Another purpose is to ensure the smooth functioning of the Institution.

Every year following cells/committees are set up for the smooth functioning of the college:

- IQAC Cell in the college
- Staff council
- Women's Grievance Redressal Cell
- Career Guidance, Counselling and Placement Cell

- Discipline and Anti-Ragging Committee
- Formation of an annual calendar which is available on the website.
- Use of PFMS for RUSA fund

Co-curricular activities

- Regular lectures are organised on health hygiene, meditation, law and order, human values, drug-addiction and issues faced by girls.
- Students are encouraged to bring out their creative abilities by participating in various forms of dances, singing, declamations and paper reading contests.
- Rover and Rangers unit of the college was registered in 2017
- First edition of College Magazine 'Navrang' was published in 2016-17 session.
- Website of the college was framed in 2017.
- Competitions like Bouquet Making, Flower Arrangement, Poster Making, Slogan Writing, Rangoli and Mehendi competitions are organised for the all-round development of the students.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 5

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	1	0	1	1

File Description

Document

Report of the event

[View Document](#)

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

Response:

1. Safety and Security

80% Students in the institution are girls and the safety and security of these students is the priority of the institution.

- Complete **boundary wall** and **single gate** entry provide safety and security to each and every member of the college.
- **No outsiders** are allowed in the college campus.
- **Identity Cards** are issued to the students to distinguish them from outsiders.
- **CCTV Cameras** have been installed in the campus to keep an eye on the activities in the college.
- **Fire extinguishers** are installed in both the blocks of the college.
- There are **separate toilets** for girls and boys.
- **Emergency helpline numbers** have been displayed for the use of students in emergency.
- **Grievance Redressal Cell** has been constituted for any complaint from students or employees. The

institution strictly follows the policy of zero tolerance towards any kinds of sexual harassment of girl students or lady employees.

- The **discipline committee** plays a vital role in making the campus safe and secure for the students.
- **Anti-ragging committee** has been constituted to check the menace of ragging. Ragging is strictly prohibited in the campus. Anti-ragging Board with all details has been prominently displayed in the campus.
- College has **Health Care Centre** for immediate first aid to sick students.

1. Counselling

- At the beginning of session the Woman Grievance Redressal Cell organises gender sensitization lectures for the students. The girls are advised on how to face threats and how to protect themselves against unwanted attention. The girl students are also sensitised about not falling prey to antisocial elements. They are advised not to reply to unknown E-mails or friend requests.
- Resource persons from Health Department guide the girls about health and hygiene, sanitation, nutrition and various dangerous diseases.
- Regular counselling is done by **guidance and counselling cell** to keep the students emotionally and psychologically pepped up. Expert lectures are organised to tell the students about drug-abuse, traffic rules and cyber crime.
- All the teachers of the college are always ready to listen to any problem of any student and sort it out.
- The students are advised not to be influenced by whatever they see on the media.
- The students are told not to fall to temptations which promise free money or other freebies since these are only ways to lure and harm them.

1. Common Room

- Girls have been provided with a big, spacious and comfortable common room.
- The girls can relax there and be at ease. It has comfortable chairs and tables. It is a well ventilated and airy room.
- It has a Vending Machine for sanitary pads.
- Magazines are provided for entertainment and information.

File Description	Document
Any additional information	View Document

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 4

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 48	
7.1.3.2 Total annual power requirement (in KWH)	
Response: 1200	
File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Any additional information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs	
Response: 0	
7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 576	
File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

<p>7.1.5 Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management <p>Response:</p> <p>Solid Waste Management:</p> <ul style="list-style-type: none"> • Two pits have been dug up as a measure for the solid waste management. The biodegradable waste is kept in one pit which includes the leaves of the huge trees in the campus. This gets converted into manure. The other pit contains non-biodegradable waste. • Two sets of garbage bins (green for wet waste and blue for dry waste) are installed in the college campus by H.P. Govt. • Dustbins are provided all over the Campus. • Incinerator is installed in the girls' washroom to destroy used sanitary pads. <p>Liquid waste Management:</p>
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- Liquid waste generated by Canteen and Chemistry Lab is directed through the back of the building and flows into the pits through separate pipes.
- There is proper disposal of sewerage in the septic tanks.

E-waste management:

As the college is new and budding institution, it has not produced E-Waste yet. Computers and accessories are new as they have been purchased in recent years. In future, the E-waste will be managed as per Govt. Rules.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Two underground water tanks have been constructed for storage of rain water in the campus. These have been constructed on the backside of the building .This water is used for watering plants in the campus. One water tank collects rain water of Arts Block and other one collects rain water of Commerce Block . This is a great initiative since Naura has scarcity of water in summer season. During this period rain water utilisation is quiet beneficial. This is also an optimum utilisation of natural resourses.

File Description	Document
Any additional information	View Document

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Transportation:

- Due to hilly terrain the usage of bicycle is not possible for staff and students.
- Most of the students make use of Public Transport for approaching and leaving the college.

- The students hailing from nearby areas make use of pedestrian friendly roads.
- Pooling of personal vehicles is done by the staff members.

Plastic free campus:

- To raise awareness about and ill effects of plastic waste on environment, the students are counselled regularly and are directed to pick up the plastic items if any to make the campus plastic free.
- Plastic bottles and polythene items are completely banned within the campus.
- Himachal Pradesh government has declared the state as a **Plastic Free State** hence the use of plastic is very limited in the campus.

Paperless office:

- The use of less paper in the office is eco-friendly and reduces burden on our valuable forest resources.
- Information technology, computers and internet are widely used to disseminate information related to the college matters.

Green landscaping with tree and plants:

- The natural landscape with variety of trees is visible from the college. There is no air pollution in and around the college due to clean environment and luxuriant plant growth in the surroundings. The college is far away from noise pollution and crowd of cities.
- The college has a green ground surrounded by flower beds on the sides. In winter season, the marigolds in the flower beds are in full bloom giving beautiful look to the college campus.
- The college has beautiful Banyan, Sacred Fig (Peepal) and Mango Trees. Herbal plants are planted in the campus by NSS Unit and Eco-Club. The plants are well looked after by the students.
- Plantation and cleanliness drives are regularly organised and the students are made aware about the importance of green and clean environment.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.06

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.042	0.028	0	0	0

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
Any additional information	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 2

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**Response:** Yes**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years****Response:** 6

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	1	1

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**Response:**

The institution celebrates National festivals to commemorate the great leaders and great historic events of national importance. These functions create a feeling of patriotism and pride in the students. They are made aware of their rich cultural heritage. They become responsible citizens of the country when they realise the sacrifices of their leaders.

Sr. NO	Title of the program/ Activity
1.	Republic Day Celebration (26 January)
1.	Death Anniversary of Shaheed-e-Azam Bhagat Singh (23 March)
1.	Himachal Day (15 April)
1.	International Yoga Divas since 2016 (21 June)
1.	Independence Day (15 August)
1.	Hindi Divas (14 September)
1.	Gandhi Jayanti, "Swachta Divas" (2 October)
1.	Children's day (14 November)

1. Flag Day (8 December)

File Description	Document
Any additional information	View Document

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution maintains transparency in its financial, academic, administrative and auxiliary functions. The college always strives for transparency and its implementation in carrying out administrative academic and financial matters. To ensure transparency in routine matters college has devised various mechanisms as follows.

Financial transparency:

All purchases in the college are routed through the following procedures.

- Purchase committee is formed.
- Quotations are invited if expenditure exceeds Rs. 3000/-
- Minimum rates are selected through lowest quotations.
- Formal and final supply order is given to the lowest bidder.
- Purchase items are verified through purchase committee and payments are made through cheque or RTGS.
- College Bursar verifies and authenticates all the funds withdrawn from the college accounts.
- The State Accountant and Auditing Team lead by Accountant General audits the expenditure made by the college from time-to-time.
- Funds generated through fee of students are kept in various sharing accounts which are as follows:-

1. Amalgamated fund
2. Building funds
3. Library fund
4. Sports fund
5. University fund
6. PTA fund

- 75% of these funds are spent by the college authority on the welfare and development of the college. 25% is always kept for emergency expenditure.
- A certain amount of the fund is remitted to H.P.U. as per the directions of Govt. of Himachal Pradesh.

- **Academic Transparency:**

- All admissions to B.A./B.Com./B.Sc. first year are done on merit basis. Roster is being strictly followed .
- Girls are exempted from regular tuition fee. The age relaxation is also given to girls and candidates of Reserved Category.
- Usually no student is denied admission.

1. Auxiliary functions:

- The college implements R.T.I Act 2005.
- The college has a transparent mechanism to deal with sexual harassment cases, as prescribed by Hon'ble Supreme Court of India.
- Discriminatory practices based on caste, colour, creed, religion and gender are strictly prohibited in the college campus.
- Complete information about academic qualification of faculty is provided in the college prospectus as well as on college website.
- All academic prizes are given on merit basis and list of prize winners is displayed on the college notice board. Any discrepancy or objection from the students is invited prior to the Annual Prize Distribution Function.
- Similar procedure is followed in short listing the prize winners in the field of Sports, Cultural, NSS, Rovers and Rangers, Red Ribbon Club, Eco Club and other Co-Curricular Activities.
- Advance information is disseminated to the students regarding leave of any staff member.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Title of the practice: **Clean and Green Campus Initiative**

Objectives of Practice:

- To increase environmental awareness among students, staff and the neighbourhood community of the college.
- To minimize the environmental pollution in the college campus.
- To study and maintain biodiversity within the campus.
- To provide neat & clean atmosphere which is useful for learning.

The context:

The clean & green environment is the basic necessity of human beings for maintenance of good health and efficiency. In order to keep the college campus clean and green, college has constituted "Eco Club" and "Campus Beautification Cell". Increased use of mobile phones is leading to different kinds of Psycho-neurological disorders. So the use of mobile phones is banned in the college campus during study hours.

Practice:

The clean & green campus initiative practices are as follows:

- The Eco Club of the college has taken up many cleanliness and plantation drives.
- NSS and Eco Club volunteers procured Plants and saplings from the Forest Department and planted Amla, Lemon, Rose and Bottle Brush saplings.
- After plantation is over, volunteers take proper care of growth and survival of plants.
- The volunteers root out all unwanted weeds and shrubs around the campus regularly.
- Equipment & instruments for cleaning, uprooting and cutting shrubs are provided by the college.
- It is a great achievement to make this campus completely plastic free.
- Mobiles are strictly prohibited inside the campus.
- Rovers and Rangers and students enrolled with Red Ribbon Club are also frequently engaged in these clean and green drives.
- Seminars and lectures are organised by the college to sensitise the students as well as all the staff members about environment.
- Seven solar lights have been installed around the campus for lighting during night.
- For the purpose of harvesting rain water, two tanks have been built up to store rain water.
- In order to create awareness among students about Botanical Name and Common Name, Botany Department has labelled the name on the corresponding trees in the college campus.
- Biodegradable waste generated in the college campus is used to make manure. This manure is used for the plants in the college campus.

Evidence of success:

- It has created awareness about environmental conservation among all students.
- It has sensitised the students and staff members about enriching biodiversity.
- The motto of plastic free campus has been successfully achieved.
- Use of solar energy has reduced the consumption of electricity.
- Efforts of the college green initiative campaign were highly appreciated by the H.P. University team that visited for Affiliation of Science Stream of the college.
- Name plates on trees have helped the students and staff with the scientific information required by them.

Problems encountered and resources required:

- Looking after and maintenance of newly planted saplings is a challenge.
- Paucity of funds to purchase instruments and equipment.
- To educate and motivate the students regarding the “Go Green” initiative takes time because initially they are unable to perceive the magnitude of the problem.

Note:

Cleaning of college and surroundings is a mean to implement “Swachh Bharat Mission” of Govt. of India.

Title of practice: **Use of Advance Technology in Academics & Administration**

Objectives of the practice:

- To develop and enhance competitiveness in teaching learning process.
- Use of web-based infrastructure such as internet and email for effective communication.
- The Information and Communication Technology provides a basic infrastructure for teaching and learning.
- The context- Students come from various socio-economic backgrounds with no access to ICT learning. They are from BPL families. Majority of them are girls and the usage of ICT results in the betterment of teaching learning experience. It helps the students to fill up their examination forms online. This is mandatory under RUSA system which was introduced by HP University, Shimla in 2013.

Practice:

- College has 5 smart classrooms with desktop computers and LCD Projectors for conducting lectures, seminars and power point presentations.
- Internet facility of 37 mbps is provided through Jio Net.
- College website is developed for presenting college activities related to academics, administration and students support activities.

Evidence of Success:

- Because of ICT facilities communication with Himachal Pradesh University, University Grants Commission, Directorate of Higher Education has become faster and easier.
- It is gradually leading to paperless office.
- All students and staff related records are kept in digital form.
- Students can access any college related information on the website.

Problems Encountered & Resources Required:

- Technical problems related to presentation, antivirus upgradation and slow speed of internet.
- Training for staff and students for using advanced technology is necessary.
- Encouragement for more application of ICT.
- There should be more smart class rooms in order to facilitate maximum students.
- Advance software and hardware should be purchased.
- At present the computer student ratio is 1:20, which must ideally be reduced to 1:10 by adding more computers.

7.3 Institutional Distinctiveness**7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust**

Response:**Institutional Distinctiveness**

Govt. College Naura is a 'main source of learning' so that students of down trodden and backward section of society might become a role model for society and thereby compete with main stream privileged students. To impart knowledge to the students is the vision, priority and thrust of the college.

- Inaugural session is organised for the new students so that students coming from the protective environment of schools do not feel insecure and shy. All teachers in charge of various committees and extracurricular activities deliver speeches regarding the need and relevance of extra-curricular activities and in ways these are going to be fruitful to the students who choose to be an active member of any club. The students are made aware about their duties. Importance of discipline is highlighted. The academic parameters are also explained well to the students.
- The institution has made it mandatory for each student to be a member of Group Activities which the college is offering as **NSS, Eco Club, Rovers and Rangers, Red Ribbon Club**. Through these clubs and groups, students are made aware of environmental conservation, social issues, team work, community participation, health issues, hygiene and cleanliness.
- The college has introduced dress code for NSS, Eco Club, Rovers and Rangers, Red Ribbon Club and also made it compulsory for the units to wear uniform once a week.
- All groups have to perform parade on annual sports day and the best group selected by the distinguished jury is felicitated on Annual Prize Distribution function.
- Rovers and Rangers unit comprise of 50 members (25 Rangers (girls) and 25 Rovers (Boys) escort and present a guard of honour to visiting dignitaries of the college and this unique distinctiveness is also appreciated by all guests.
- Rovers & Rangers reached out to local communities for maintaining discipline and keeping a vigil on pick pockets and on antisocial elements in fairs held in nearby temple premises.
- To encourage girls and keeping in view their 3/4 majority in the college, the **Women Cell** in the college organises activities for girls e.g. Mehandi Competition, Rangoli Making and Bouquet Presentation. Prize winners in the competitions are given prizes and certificates in annual prize distribution function.
- Mobile free and plastic free campus has made students more focussed in their studies.
- Parent-Teacher-Association meetings are held in routine to discuss the welfare of college and academic performance of the students.
- A safe, hygienic, and cheap canteen facility is provided to the students.

5. CONCLUSION

Additional Information :

This is a very young institution and there are many future plans for its development. These include:

- Construction of Science Block of the college will be started soon by HPPWD to strengthen the infrastructure.
- The college proposes the extension of playground with volleyball and basketball court facilities.
- Proposal to introduce Job Oriented Courses like BBA and BCA will be sent to HP University.
- Faculty Development Programmes will be encouraged.
- Adjoining villages will be adopted for extension activities and to create awareness about burning issues like gender discrimination, sanitation and equal rights for women and marginalized sections of society, importance of literacy and taking care of the environment.
- Faculty will motivated and guide the students of nearby schools especially the girls to join this college for getting higher education.

Concluding Remarks :

The college aims at the overall development of the students by ensuring their participation in all cultural, sports and extra-curricular activities along with the excellence in the academics. Highly qualified and experienced faculty members are making their continuous and concerted efforts in shaping the future of the students. In this college, the students get all the facilities and opportunities to achieve then dreams and ambitions.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p>Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>1.2.2.1. Number of programmes in which CBCS/ Elective course system implemented. Answer before DVV Verification : 3 Answer after DVV Verification: 3</p>																				
2.3.3	<p>Ratio of students to mentor for academic and stress related issues</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 14 Answer after DVV Verification: 11</p> <p>Remark : As per provided mentor list for the year 2071-18 by HEI.</p>																				
2.6.3	<p>Average pass percentage of Students</p> <p>2.6.3.1. Total number of final year students who passed the examination conducted by Institution. Answer before DVV Verification : 39 Answer after DVV Verification: 34</p> <p>2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution Answer before DVV Verification : 99 Answer after DVV Verification: 99</p> <p>Remark : As per provided result register by HEI.</p>																				
3.4.3	<p>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 last five years</p> <p>3.4.3.1. Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>3</td> <td>5</td> <td>1</td> <td>2</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>0</td> <td>5</td> <td>1</td> <td>2</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	4	3	5	1	2	2017-18	2016-17	2015-16	2014-15	2013-14	4	0	5	1	2
2017-18	2016-17	2015-16	2014-15	2013-14																	
4	3	5	1	2																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
4	0	5	1	2																	

Remark : Detailed program report for 2016-17 not provided by HEI.

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1246746	8776165	5120224	1067623	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
12.46	87.76	51.20	10.67	0

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
220946	34388	175446	56606	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2.20	0.34	1.75	0.57	0

Remark : Values converted into Lakhs.

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 55

Answer after DVV Verification: 81

Remark : As per average of students using library on 8/8/2017, 13/9/2017, 17/10/2017 and 20/12/2017 in provided logbook.

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Answer before DVV Verification : 35-50 MBPS

Answer After DVV Verification: ≥ 50 MBPS
Remark : As per latest bill of internet connection.

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
271835	208195	197830	110541	157276

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2.72	2.08	1.98	1.11	1.59

Remark : As per provided statement of Expenditure incurred on maintenance of physical facilities and academic support facilities duly signed by superintendent.

5.2.1 Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	1	0	3	5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	1	0	3	4

Remark : Placement Certificates of students not provided by HEI for the year 2013-14, 2014-15, 2016-17 and 2017-18.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
22	16	0	11	12

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
15	11	0	6	5

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	2	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	1	2	1	1

Remark : As per certificate of teachers attending professional development programs for the year 2016-17.

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
02	3	0	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
02	1	0	1	1

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4217	2830	0	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0.042	0.028	0	0	0

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	3	2	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	1	1	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	1	1

2.Extended Profile Deviations

ID	Extended Questions										
1.3	Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)										
	Answer before DVV Verification:										
	<table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1618951</td> <td>9323539</td> <td>5414124</td> <td>1277938</td> <td>277889</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1618951	9323539	5414124	1277938	277889
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2017-18	2016-17	2015-16	2014-15	2013-14							
16.18	93.23	54.14	12.77	2.77							