



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GOVT. COLLEGE NAURA
Name of the head of the Institution		Sanjivan Katoch
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01894-222837
Mobile no.		9418011995
Registered Email		gcnaurahp@gmail.com
Alternate Email		sanjivan.katoch@gmail.com
Address		Govt. College Naura
City/Town		Naura
State/UT		Himachal pradesh
Pincode		176084
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Rajnish Dewan
Phone no/Alternate Phone no.	01892232323
Mobile no.	9418312900
Registered Email	dewan_rajnish@yahoo.co.in
Alternate Email	gcnaurahp@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.gcnaura.in/images/uploads/files/SSR%20Documents.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.gcnaura.in/images/uploads/images/NACCCalender2018-19.jpeg

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.89	2019	01-May-2019	30-Apr-2024

6. Date of Establishment of IQAC

03-Jul-2017

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meetings of IQAC arranged	02-Jul-2018 1	7
IQAC meeting	01-Sep-2018	7

	1	
IQAC meeting	05-Oct-2018 1	7
IQAC meeting	12-Dec-2018 1	8
IQAC meeting	15-Feb-2019 1	7
IQAC meeting	26-Mar-2019 1	7
IQAC Meeting	30-Mar-2019 1	8
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt college Naura	Salary, TE, OE, MR	State Government	2019 365	25893100
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Academic Calendar for the session was more holistic in approach and its successful implementation was monitored by IQAC. 2. Submission of IIQA, SSR and got accredited with grade C (CGPA 1.89) after successful visit of NAAC PEER TEAM. 3. Launching of College Magazine. 4. Voter Awareness Campaign. 5. Exhibition of Books in Campus.

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

Plan of Action	Achievements/Outcomes
Initiation of the work on newly sanctioned Play Ground	work is under process
Academic Calendar (Holistically designed)	The Academic Calendar for the session 2018-19 was more elaborate and was successfully executed.
Up gradation of Girls common Room.	New furniture added.
Initiation of the construction work of Science block.	The construction of Science block on process of tender by the HPPWD.
Proposal to create more smart class room with ICT.	Smart class for Mathematics with ICT facility
Proposal for separate yoga room	yoga room made functional.
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14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

22-Apr-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

24-Feb-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Institute has its own website with different links. Students can login to the website to access HP University, MHRD, DHE, Antiragging cell etc. Students can also file their complaints in the student corner of website. That always helps to improve our approach towards problems faced by them. The examination pattern of university is also online. Students in the

institution can also apply for different scholarships sponsored by state and central government. The online payment of scholarship is made to the eligible students through RTGS. The classrooms in the college are well aerated, lighted and with interactive boards. A multipurpose hall in the college campus provides an excellent platform for the students to carry out academic, cultural and other activities needed for their overall development. The funding agencies of college are HP Govt., RUSA and PTA collected from the students and teachers. Elected PTA of the college carries out various activities for the development of the institution and benefit of students. OSA in the college provides a very good opportunity for the young students of college to interact with the old students of college and learn from their experience and guidance . Software HIMKOSH for esalary and Manav Sampada for employees related information.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Govt. College, Naura offers undergraduate courses in Humanities, Science and Commerce. It is affiliated to H.P. University, Shimla which ensures the following aspects: • According to University notifications on academic curriculum and other guidelines, 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. • The college develops its action plan through participation of various committees, CSCA, Students of the concerned department and Parent Teacher Association. • Staff council and departmental committees determine the workload and prepare the list of necessary infrastructural requirements for effective implementation of curriculum. • 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. Students 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. • Newspapers are made available in the college Library and curriculum related books are regularly updated and provided to the teachers and students. • Similarly, curriculum related laboratory equipment and tools are also upgraded from time to time. • The college also organises remedial classes for needy students to enable them to cope up with the curriculum. • Classroom teaching is supplemented with seminars, group discussion, special talks and subject related quizzes. Assignments and home work is 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 sessions 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	3

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Analysis Report Google forms were created to obtain feedback from different stakeholder i.e. students, parents, alumni, teachers and employees. Feedback forms were analyzed statistically on various scales as per need and purpose and converted into percentile. The data were classified in tabular form on ms-excel and word. Pie-charts have also been used for better presentation and understanding of satisfaction level. The analysis of feedback form of students reveal that the students are quite satisfied with overall environment of the college, learning outcomes, teacher's support, practices of the college and organization of co-curricular activities. Students appreciated college endeavors for providing better sports facilities, digitization of library and upgrading computer lab through their feedback. A large proportion of students have scaled above mentioned facilities in excellent and very good category. But the college recognizes that there is an urgent need of upgrading these facilities to enhance student's satisfaction level through ensuring installation of software in library like SOUL. Participation in different sports events have been increased by the institution such as track and field events, Kabaddi and cricket on the basis of previous year feedback. Parents of students are also seemed to be happy with the development of their wards in the college. They are quite satisfied with the infrastructure of the college, admission procedure, canteen facility and ICT facility provided by the college. Parents suggested that college should focus more on career-oriented seminars. In response to this college has increased numbers of career-oriented seminars by organizing lectures on opportunity available in banking sector, opportunities in higher education after graduation and lectures on opportunity in defense services. The study shows that the alumni are also satisfied and happy with the college in majority of the aspects. Feedback forms from teaching and non-teaching staff are also collected through google forms. The study reveals that they were highly satisfied with the environment provided by college for their professional development. Teachers suggested that infrastructural facilities and internet connectivity should be upgraded. In this regard new college .building is under construction and for connectivity issue college is trying to enhance its Wi-Fi facility

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	commerce	720	108	108
BSc	Science	180	53	53

BA	Arts	1920	212	212
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	373	Nil	15	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	12	6	5	2	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Easy teaching aids like blackboard and lecture method are extensively used. ICT based methodologies are also 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. 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.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
373	15	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	15	4	3	1

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized

	international level		bodies
2018	Nem raj	Assistant Professor	Received Gold Medal for standing 1st in M.Sc. in 24th convocation of HP UNIVERSITY SHIMLA
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	-	6th Sem	18/05/2019	03/07/2019
BA	-	4th Sem	18/05/2019	12/09/2019
BA	-	1st Year	18/05/2019	12/09/2019
BSc	-	6th Sem	18/05/2019	03/07/2019
BSc	-	4th Sem	18/05/2019	12/09/2019
BSc	-	1st Year	18/05/2019	12/09/2019
BCom	-	6th Sem	18/05/2019	03/07/2019
BCom	-	4th Sem	18/05/2019	12/09/2019
BCom	-	1st Year	18/05/2019	12/09/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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, CBCS system and now again Annual 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.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

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 uploaded on the university website.

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 in website of the institution (to provide the weblink)

<http://www.gcnaura.in/images/uploads/files/course%20out%20come.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	-	68	29	42.6
BCOM	BCom	-	31	19	61.2

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.gcnaura.in/images/uploads/files/students_satisfaction_survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0

No file uploaded.

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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NIL	NIL	NIL	Nil	NIL
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	Nil	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nil
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	0
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local

Presented papers	1	Nil	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Hemoglobin(Hb) test camp	Red Ribbon Club in Collaboration with Health Department Dheera	3	42
Suraksha Seminar	NSS in Collaboration with Umesh Gas Agency Droh	1	80
Blood donation Camp	Red Ribbon Club in Collaboration with Satya Sai Samiti Dheera	2	42
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Rashtriya Swachta Diwas	NSS	cleanliness	1	50
World Aids Day	Red Ribbon Club	Rally and Declamation Contest	15	310
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2251	857433	489	101290	2740	958723
Reference Books	102	12240	192	67011	294	79251
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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NIL	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	41	1	41	41	1	4	4	50	0
Added	0	0	0	0	0	0	0	0	0
Total	41	1	41	41	1	4	4	50	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

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/- quotations 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.

<http://www.gcnaura.in/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	IRDP by HP GOVT.	6	7200
b)International	Post matric scholarship for SC ,OBC students by HP GOVT.	6	27826

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Null	Null	0

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Null	NIL	Null	Null	Null	Null

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
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		redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
-	Nil	2	-	Nil	2
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Com	B.Com	-	Training under CA
2019	6	B.Com, B.A	B.Com, B.A	ITI Bandla	Beautician course, Fashion Designing
2019	4	B.Com	B.Com	Government College Nagrota Bhagwan	M.Com
2019	1	B.Com	B.Com	Rashmita Computer Centre Palampur	Tally
2019	1	B.Com	B.Com	Mamta Computer Centre	DMCA
2019	14	B.Com, B.A	B.Com, B.A	AISECT Dheera, Asian Computer Centre Nagni	DCA, DCPA
2019	2	B.A	B.A	Regional Centre Dharamshala, Central University	M.A(Hindi)
2019	1	B.A	B.A	Sharan College Mataur	B.Ed
2019	1	B.A	B.A	ICDEOL	M.A (Pol.Sc)
2019	1	B.A	B.A	ICSA	Diploma in Accounts

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Freshers Party	interclasses	305
Hindi Diwas	Hindi Department	285
CSCA Cultural Function	Interclasses	85
Annual Athletic Meet	interclasses	100
Annual function	College level	310
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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)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	NIL	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

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 the best toward 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.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

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. 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 provided all necessary support to the institution. (Registration no. 25MC-SDD dated 29th Jan 2019)

5.4.2 – No. of enrolled Alumni:

47

5.4.3 – Alumni contribution during the year (in Rupees) :

2700

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni meetings organized in 2018-19 02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

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.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<ul style="list-style-type: none"> • 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.
Human Resource Management	<p>The college organizes various enrichment programmes for both teaching and non-teaching staff members for upgrading their skills in the latest technology.?</p> <ul style="list-style-type: none"> • Medical leave provision is given to the faculty and staff members based on the request.? • Leave On duty is provided for pursuing higher studies, attending enrichment courses/seminars/conferences/workshops and exam duties <p>The faculty and staff members are entitled to avail summer and winter vacations, casual leave and compensation leave</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>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.</p> <ul style="list-style-type: none"> • 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. • Student records/ attendance/ internal marks/ fee payments are fully computerised. • Purchase / salary of faculty fully computerised. • Wi-Fi enabled campus • CCTV Cameras and solar lights are installed in the campus.

<p>Research and Development</p>	<p>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.</p>
<p>Examination and Evaluation</p>	<p>• 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.</p>
<p>Teaching and Learning</p>	<p>• There is an ideal teacher student ratio. Due to this there is a one-to-one interaction between teachers and students. • 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 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.</p>
<p>Curriculum Development</p>	<p>•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</p>

the college. • The college offers a harmonious blend of academics, sports and cultural activities for the all-round development of the students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Data upload in AISHE Portal and NAAC- Year of implementation-2013
Administration	E Service Book- Year of implementation-- 2012
Finance and Accounts	E bills- Year of implementation-- 2012
Student Admission and Support	E. Challan, admission and scholarship.- Year of implementation-- 2014
Examination	Online Assessment And Exam Forms- Year of implementation-- 2013

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	Nil	NIL	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Nil	Nil	Nil	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>This Institution is governed by the rules of the Govt. of Himachal Pradesh since it is a state owned institution.</p> <p>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/- 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</p>	<p>This Institution is governed by the rules of the Govt. of Himachal Pradesh since it is a state owned institution.</p> <p>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/- 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</p>	<p>1. Book Bank 2. Scholarship 3. Financial help for needy students by Teachers.</p>

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. Retirement gratuity, leave encashment pension: It is provided to employees after retirement. Post 2003 employees are granted PF through CPS

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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

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 .

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parents – Teachers meetings are regularly conducted for the betterment of the students in their studies. The queries posted by the parents are noted and are solved in the semesters subsequently. This meeting facilitates the parents to convey their ideas for their wards better.

6.5.3 – Development programmes for support staff (at least three)

Both Teaching / Non-teaching are encouraged to continue higher studies Special training on computer tools for documentation

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Holistic' approach towards all the stake holders More open interactive and progress oriented organisational culture

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Yoga Day Celebrations	21/06/2018	21/06/2018	21/06/2018	60
2018	Inaugural function	02/07/2018	02/07/2018	02/08/2018	90
2018	World Population Day	11/07/2018	11/07/2018	11/07/2018	88
2018	Cleanliness Drive	04/08/2018	04/08/2018	04/10/2018	35
2018	Plantation Drive	13/08/2018	13/08/2018	13/08/2018	50
2018	Constitution of Parent Teacher Association	21/08/2018	21/08/2018	21/08/2018	43
2018	Poshan Diwas	27/09/2018	27/09/2018	27/09/2018	158
2018	Oath Taking Ceremony	28/09/2018	28/09/2018	28/09/2018	46
2018	Parakram Parv (Surgical Strike Day)	29/09/2018	29/09/2018	29/09/2018	108
2018	Slogan	28/11/2018	28/11/2018	28/11/2018	28

Writing and
Poster
Making
Competitions

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Workshop on womens issues career guidance gender issues and general awareness	20/07/2018	20/07/2018	200	125
APRAJITA programme on women empowerment.	28/02/2019	28/02/2019	230	110
Celebration of International Women's Day	08/03/2019	08/03/2019	15	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

- Installation of Solar street light in the college campus.
- Installation of LED light in the college rooms.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	17/10/2018	1	Voter Awareness Campaign	Voting Right	13
2018	1	1	04/12/2018	1		Drug	85

		018		Campaign Against Drug Abuse	Abuse	
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for the Principal	02/07/2018	http://www.gcnaura.in/images/uploads/files/Code_of_professional_Ethics.pdf
Code of conduct for Teachers	02/07/2018	http://www.gcnaura.in/images/uploads/files/Code_of_professional_Ethics.pdf
Code of conduct for Students	02/07/2018	http://www.gcnaura.in/images/uploads/files/Code_of_professional_Ethics.pdf

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teachers Day Celebration	05/09/2018	05/09/2018	280
Celebration of Birth Anniversary of Shaheed BHagat Singh	27/09/2018	27/09/2018	86
National Unity Day	31/10/2018	31/10/2018	60

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Solid Waste Management: • 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. 2.Liquid waste Management: • 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. 3.E-waste management: As the college is new and budding institution, it has not produced E-Waste yet. Computers and accessories are new as are purchased in recent years. In future, the E-waste will be managed as per Govt. Rules. 4.Rain Water Harvesting- 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. 5. 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. 6. 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. 7. 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. 8. 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 thick biodiversity in the surrounding. The college is far away from noise pollution and crowd of cities.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. College has dress code for NSS, ROVERS AND RANGERS and RED RIBBON CLUB. The NSS students have blue colour embossed caps with the logo of NSS Rovers and Rangers wear the prescribed dress which is navy blue and light blue in colour and Red Ribbon Club has a white and red Dress. 2. A book bank has been established by the teachers in collaboration with the library. Books are donated and contributed for poor students. The needy students are given books from this bank which is great financial and psychological help for them. Teachers provide books for them.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.gcnaura.in/images/uploads/files/Best%20Practices%20final.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

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.

Provide the weblink of the institution

<https://www.gcnaura.in/images/uploads/files/ID20182019.pdf>

8.Future Plans of Actions for Next Academic Year

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 their dreams and ambitions. 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 motivate and guide the students of nearby schools especially the girls to join this college for getting higher education