



# **SELF STUDY REPORT**

**FOR**

**2<sup>nd</sup> CYCLE OF ACCREDITATION**

**SWAMI VIVEKANAND GOVT. COLLEGE GHUMARWIN**

SWAMI VIVEKANAND GOVT. COLLEGE GHUMARWIN  
174021

[www.gcghumarwin.org.in](http://www.gcghumarwin.org.in)

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Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**December 2019**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Swami Vivekanand Govt. College Ghumarwin, Distt. Bilaspur H.P was established in 1994 as a co-educational institution in the premises of Govt. Primary School Kalari. Prior to 1999 i.e. from 1995-to 1999 the classes used to be run in a rented campus. The college shifted to its own majestic building in 1999, constructed by the **ACC Limited Barmana**. At present its campus is spread over **14.45. Acre** and built up area is **4850.89 square meter**. In 1994, when the college was established, only arts stream was started. In 1998, Science and Commerce streams were also introduced. In the session 2009-10, two new professional programmes **BCA and PGDCA** were started under self-financing scheme. Further, in the academic session 2012-2013, M.A. English was started and in the same session under self-financing scheme **BBA**, another professional programme, was also offered. With the passage of time the college kept on adding into its PG programmes as per students' demands and requirements. In the year 2017-18, PG in Mathematics and Physics were started and from the session 2019-20 M.Com and MA in Political Science has been started. Presently, the college is running Twenty Five UG, Six PG programmes and one **Add on Course**. The institution has been recognized by UGC under sections of **2(f) in 1999 and 12 (B)** in 2008. In 2014 college has been accredited by **NAAC** and awarded "**B Grade** in the first cycle. The college is also facilitating to the students of the area through **IGNOU Centre** which was established in the year 2010 in the college. At present as many as **45 teachers** are imparting education to more than 2600 students.

### Vision

Swami Vivekanand Government College Ghumarwin is proving to be a key factor for the economic and social transformation of the region. The college is committed for the holistic development of its students by making them academically excellent, professionally skilled, mentally strong and socially responsible citizens.

### Mission

- To manifest the perfection by imparting a quality and character-building education.
- To enable students to face the challenges of life and meet out the needs of society.
- To harmonize the traditional values as well as embracing new values to keep pace with the progress of Science and Technology.
- To foster the values of healthy competition, mutual cooperation and social responsibility, students are motivated to participate in different co-curricular activities.
- The institution is committed to provide an environment, conducive to innovation and team spirit.
- The institution is dedicated to the cause of learning by imparting education that inculcates a sense of responsibility among the students.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. Swami Vivekanand Govt. College Ghumarwin is known for its learning-outcome based academic programmes, modern and eco-friendly Infrastructure, continuous comprehensive assessment (CCE), and credit based evaluation system.
2. Highly qualified and trained faculty is the major strength of this college.
3. The college adopts zero tolerance approach towards ragging.
4. Active Internal Quality Assurance Cell in place.
5. Institutional Development and Planning through RUSA Board of Governors, execution of infrastructure projects through different committees and their monitoring by Web base Management Information System(MIS), Fund Tracker, Bhuvan RUSA App and Programme Monitoring Unit(PMU).
6. Community outreach through NCC, NSS, Rover & Rangers and other Student Clubs
7. Leveraging knowledge to the society for developmental change through Unnat Bharat Abhiyaan Cell.
8. Adequate land for further development and expansion.
9. Outstanding students in the field of academic, sports and cultural activities.
10. Centrally located Institution
11. Diligent, disciplined and dedicated Students.
12. Committed PTA and OSA for the development and welfare of students of the institution.

### **Institutional Weakness**

1. Shortage of staff in some of the disciplines as per the UGC norms.
2. Infrastructure is not adequate as per requirement for newly started courses.
3. No Vocational Programmes in the college. Though, the college has tried its best to start new vocational courses but could not, because of the govt. policy which does not allow to run these programmes on its own.
4. There is a shortage of hostels to accommodate the increasing number of students.

### **Institutional Opportunity**

1. To develop the college into a center of excellence in education, research, training and innovation to such an extent that it may get recognition at national level.
2. The college has the potential to offer courses particularly in Vocational Education.
3. College seeks to strengthen community outreach activities in collaboration with the government and non-government organizations.
4. Students' exposure under programme like Ek Bharat Shresth Bharat (EBSB) programme for holistic development.
5. Utilization of UGC **Swayam Portal for MOOC Courses.**
6. Use of ICT in teaching learning process.
7. **Institutional Innovation Council (IIC)** facilitates students for innovation and learning of entrepreneurial skill.

### **Institutional Challenge**

1. The college is facing challenge in running two systems simultaneously i.e. Semester and Annual System under CBCS. However, the committed faculty is managing the situation effectively.
2. The college requires sustenance of adequate budgetary support from the state government for the

- upgradation of infrastructure and implementations of various projects and academic reforms.
3. Adopting technological and pedagogical innovations to impart education to the students from the rural background.
  4. Lack of industrial area and the absence of multinational companies which limits industrial exposure for college students.
  5. Creating awareness among the admission aspirants and the parents about the wide opportunities of academic programmes and courses available in the college. However, the teachers, sometimes, visit the surrounding schools to sensitize about the programmes and courses being run by the college.
  6. Organizing activities and involving students in various National Missions such as Ek Bharat Shreshth Bharat (EBSB), Unnat Bharat Abhiyaan (UBA) and Swachh Bharat etc.
  7. To expand on-campus residential accommodation to cater to all hostel applicants, faculty and staff of the college.
  8. To track the outgoing students.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

As an affiliated college, SVGC Ghumarwin follows the curriculum prescribed by H.P. University with an aim to inculcate the highest intellectual standards through rigorous academic commitment. For improving the curriculum, necessary recommendations based on the feedback received from students, parents, alumni and employees are communicated through the Principal/faculty of the institute who attend relevant meetings in the affiliating university as members of the Board of Studies. The range/scope of the courses in each program assures that the students achieve academic excellence in the respective discipline. The implementation of CBCS in 2013 encouraged interdisciplinary approach to enable students to have an access to excellent curricular and co-curricular opportunities for enhancing academic acumen, employability and entrepreneurial skills. The curriculum has been regularly upgraded to remain responsive to the changing needs. Subject specific Skill Enhancement Courses and Generic Elective Courses have been introduced in 2016 which are designed to cater to the regional, national and global needs. The annual system has been introduced in place of the semester system of UGC (CBCS) in the academic session 2018-19. The college endeavors to enrich and empower its learners through value-based quality education. Along with earlier introduced UG/PG, Self Financed programmes, some new programme such as M.Sc. in Physics and Mathematics, BJMC (Bachelor of Journalism and Communication), TTM (Tourism and Travel Management) and Add-On Courses have been started in the college for the students to have an access to employment oriented courses. The real focus is laid towards bridging the gap between theory and practice by dissemination of the practical aspects of education.

### Teaching-learning and Evaluation

The college is situated in a rural area and most of the students come from neighbouring villages for education. Very few students of other states are studying here. During the last five years the enrolment of the students remained constant i.e. three thousands. This shows the credibility of quality of education imparted by the institution. The average percentage of full time teacher against sanctioned posts during this cycle has been 90 percent and average percentage of full time teacher with Ph.D. during the last five years has been nearly 40 percent. Majority of the teachers of the institution use information and communication technology (ICT) to impart education and knowledge. The students are divided into small groups (major subject wise) for tutorials and mentoring and the teachers also counsel them in respect of all academic stress related issues. Necessary

facilities are available for differently abled students. The college has a cooperative and active Parent Teacher Association (PTA). The administrative committees of the college work effectively and efficiently to run the college in a smooth manner. Various student centric learning methods and tools such as field projects, industrial visits, village survey, socio economic survey, different academic software, ICT enabled class rooms etc. are used for effective teaching learning process. The college strictly adheres to academic calendar for Continuous Internal Evaluation (CIE) by conducting regular class tests, seminars, assignments, presentations and midterm tests etc. The college has a time bound and efficient mechanism to deal with examination related grievances. The IQAC of the college reviews the academic performances of each department. Learning outcomes are reflected in a high pass percentage of the students and their success in university merit ranking.

### **Research, Innovations and Extension**

Swami Vivekanand Govt. College Ghumarwin encourages its teachers to submit research papers, conduct research and publish books of the curriculum in their respective fields. The College organizes workshops and sensitization programs to create research spirit among the teachers and students. Many teachers of the College have published their research papers in reputed National and International Journals with good impact factors and also presented papers in National and International Conferences. Some of the teachers have also published their books. The institution is also actively involved in extension activities to help society through its services. The Institution has units of NSS, NCC, Rover and Ranger, Gender Champion Club, Red Ribbon Club and Eco Club through which college renders social and community services. The students and faculty of the College also organize blood donation camps, environmental awareness programs, road safety and disaster management programs to help and sensitize the masses. The college has been awarded recognition letters from the local administration and Gram Panchayat for these services. The institution has a well-established Entrepreneurship Development Cell and IIC (Institution's Innovation Council) for promoting innovation and inculcating entrepreneurship spirit among the students. Thus, after graduation they can explore the option to shift from being an employment seeker to employment provider by opening their own start-up. The college also encourages the students to take part in field trips, excursion activities and industrial visits to enhance their knowledge.

### **Infrastructure and Learning Resources**

The Institution named after great visionary, spiritual leader and social path finder Swami Vivekanand, is situated on national highway on the out skirts of the town Ghumarwin. The college has a beautiful building surrounded by its own lush green area i.e. 14.45 acre. The main building was constructed by ACC Limited Barmana which was handed over to the Education Department in the year 1999. At present there are 30 class rooms, 08 labs, 10 ICT enabled class rooms, 01 Seminar hall and 04 rooms for Admin. Offices. With the passage of time as our requirement increased, we added not only new programmes and courses but also additional infrastructure. The college library is automated, using Integrated Library Management System (ILMS), SOUL 2.0 Software. The college Library is equipped with INFLIBNET Technology which provides an opportunity to the students to access e-books and e-journal etc. The college has adequate computing facilities, IT Infrastructure and IT enabled services within the campus. The college has the facility of canteen, which was constructed with the help of PTA. The construction of new Commerce block is going on with the target of completion by the end of 2020. SVGC Ghumarwin has a well maintained safe Girls' Hostel with the capacity of 91 girls. The college has one play ground for organizing various activities throughout the year. The construction of new playground is going on with the target of completion by the end of 2020.

## Student Support and Progression

The college administration is committed for the welfare of its students. The students are facilitated with the financial support in the form of various scholarships provided by the Government, Corporate and the institution to the meritorious and needy students. Approximately, scholarships worth Rs.1, 30, 73,300/= have been provided to the students during the last five years in various categories. For the career progression and to make students employable various programmes like career counseling, guidance and skill development are run by the institution. The college has a transparent mechanism for timely redressal of students' grievances including ragging and sexual harassment cases. Various Committees work throughout the session to take stock of students' grievances. Students' participation is ensured in various committees. The college runs undergraduate classes in Humanities, Science, Commerce, BBA, BCA and PG Classes in English, Commerce, Political Science, Mathematics, Physics and PGDCA. No. of students after passing UG and PG courses go for Higher Education. Every year students from various faculties secure positions in the University Merit List. Some students of the institution have also qualified national level and state level eligibility tests like NET, GATE and SLET during the last five years. The college students have always brought laurels to the institution in the field of sports and culture. Sports Stars of the college have participated and won various National and International Championships during the last five years. Two students of the college, Ms. DIKSHA KUMARI & Ms. NIDHI SHARMA, were members of the INDIAN HANDBALL TEAM (Women) which won SILVER MEDAL in the 18th ASIAN GAMES held in JAKARTA, PALEMBANG in 2018. The college cultural teams have also outperformed their rivals in many events. To prepare students for competition regular activities are carried out throughout the session. Inter faculty sports matches and cultural events are organized at the institution level. The Alumni Association (OSA) of the college is an active body. The OSA keeps on suggesting various measures to improve the day- to-day activities of the college though its contribution in monetary form is limited. The college administration remains actively involved in the holistic development of its students.

## Governance, Leadership and Management

Swami Vivekanand Government College Ghumarwin is proving to be a key factor for the economic and social transformation of the region. The college is committed for the holistic development of its students by making them academically excellent, professionally skilled, mentally strong and socially responsible citizens. The mission of the college is to impart value based education and to enable students to face the challenges of life. The college ensures the active participation of each and every one i.e., students, faculty members, administrative staff, PTA, alumni and other local bodies for its smooth functioning. The internal functioning of the college has been decentralized and participation of all members is ensured by the Head of the institution. The Strategic plan is prepared at the beginning of the session by the IQAC and RUSA Cell and efforts have been made to execute the plan. During the last five years, eight new programmes/courses have been started in a planned and phased manner. New sports facilities have been created in the campus. Beside this more infrastructural facilities such as new college Library building, Examination hall, conference hall, new class rooms have been created. Teachers have attended various teacher training programs in order to enhance their professional skills. The institution has organized various professional development programmes like workshops and national seminars for teaching and non- teaching staff. Some of the teachers have been provided financial support to attend various national and international conferences. The college has started e-governance facilities in administration, student admission and support, finance and accounts. Internal and external financial audits have been conducted regularly. The IQAC of the college is active and regular meetings of IQAC have been convened. Many incremental improvements have been made during the last five years. Excellent results of the college during the last five years manifest the continuous development of the institution.

## **Institutional Values and Best Practices**

Swami Vivekanand Government College Ghumarwin is sensitive to gender equity and parity. Sensitisation programmes and activities are organized regularly. Institution maintains a full proof safety and security system for its students. Common room and counseling facilities are provided to girls students. We are proud to mention that not even a single case of sexual harassment of women at work place has been registered in the college. This is the first college in the state to have its own solar rooftop plant, and we are moving towards the use of hundred percent LED bulbs. A well maintained rain harvesting tank is there in the college which helps us to maintain its lush green campus and cleanliness. College is committed to keep its campus and surroundings neat and clean. For this cleanliness drive is our regular feature. We are committed to differently -abled students and provide cater to their day to day basic needs such as providing facilities like ramp, wheel chair, different types of indoor games and washroom etc to them. College contributes to Local Community through activities such as providing financial aid, assistance to local administration. The core values of the college are available on the website and lay significant emphasis on ethics, values and holistic development of the students. College celebrates all important days of national importance and conducts various activities to promote universal values. The institution maintains complete transparency in financial and academic administration. Through our best practices we are contributing towards the sustainable development of the nation.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SWAMI VIVEKANAND GOVT. COLLEGE GHUMARWIN
Address	Swami Vivekanand Govt. College Ghumarwin
City	Ghumarwin
State	Himachal pradesh
Pin	174021
Website	<a href="http://www.gcghumarwin.org.in">www.gcghumarwin.org.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Vasundhara Rajan Bhardwaj	01978-255551	9418482020	01978-0255551	gcghumarwin-hp@nic.in
Associate Professor	Nittam Chandel	-	7018055077	-	nittam@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1994



**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	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	18-02-1999	<a href="#">View Document</a>
12B of UGC	04-08-2008	<a href="#">View Document</a>

**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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Swami Vivekanand Govt. College Ghumarwin	Rural	14.45	4850.89

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BSc,Chemistry	36	PLUS TWO	English	140	109
UG	BA,Mathematics	36	PLUS TWO	English	80	3
UG	BSc,Mathematics	36	PLUS TWO	English	140	86
UG	BSc,Physics	36	PLUS TWO	English	140	100
UG	BSc,Botany	36	PLUS TWO	English	80	53
UG	BSc,Zoology	36	PLUS TWO	English	80	79
UG	BCom,Commerce	36	PLUS TWO	English,English + Hindi	140	140
UG	BA,Geography	36	PLUS TWO	Hindi	80	39
UG	BA,Economics	36	PLUS TWO	English + Hindi	80	29
UG	BA,Music Instrumental	36	PLUS TWO	Hindi	80	11
UG	BA,Music Vocal	36	PLUS TWO	Hindi	80	0
UG	BA,Sanskrit	36	PLUS TWO	Sanskrit	80	0
UG	BA,English	36	PLUS TWO	English	80	29
UG	BA,History	36	PLUS TWO	Hindi	80	72
UG	BA,Public Administration	36	PLUS TWO	Hindi	80	24
UG	BSc,Physical Science	36	PLUS TWO	English	80	30
UG	BA,Political Science	36	PLUS TWO	Hindi	140	100
UG	BA,Hindi	36	PLUS TWO	Hindi	80	76
UG	BA,Sociology	36	PLUS TWO	Hindi	80	0

	y					
UG	BA,Journalism And Mass Communication	36	PLUS TWO	Hindi	80	4
UG	BA,Education	36	PLUS TWO	Hindi	80	1
UG	BA,Tourism And Travel Management	36	PLUS TWO	Hindi	80	0
UG	BBA,Bba	36	PLUS TWO	English,English + Hindi	40	22
UG	BCA,Bca	36	PLUS TWO	English	40	38
UG	BA,Physical Education	36	PLUS TWO	Hindi	80	0
PG	MA,Mathematics	24	GRADUATION	English	2	2
PG	MSc,Mathematics	24	GRADUATION	English	38	38
PG	MSc,Physics	24	GRADUATION	English	40	40
PG	MCom,Commerce	24	GRADUATION	English	30	0
PG	MA,English	24	GRADUATION	English	30	15
PG	MA,Political Science	24	GRADUATION	English,Hindi	30	0
PG Diploma recognised by statutory authority including university	PGDCA,Pgdca	12	GRADUATION	English	20	17

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				13				36			
Recruited	0	0	0	0	11	2	0	13	21	11	0	32
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				7			
Recruited	0	0	0	0	0	0	0	0	5	2	0	7
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				16
Recruited	7	6	0	13
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				6
Recruited	4	2	0	6
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				8
Recruited	1	2	0	3
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	0	1	0	1
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	7	1	0	8	4	0	20
M.Phil.	0	0	0	4	1	0	8	4	0	17
PG	0	0	0	0	0	0	5	3	0	8

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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	5	2	0	7

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	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

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>	<b>Others</b>	<b>Total</b>
		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
PG Diploma recognised by statutory authority including university	Male	1	0	0	0	1
	Female	16	0	0	0	16
	Others	0	0	0	0	0
UG	Male	1037	2	0	0	1039
	Female	1626	1	0	0	1627
	Others	0	0	0	0	0
PG	Male	57	0	0	0	57
	Female	123	0	0	0	123
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0



<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	182	235	244	194
	Female	278	332	322	242
	Others	0	0	0	0
ST	Male	24	12	35	17
	Female	15	18	41	34
	Others	0	0	0	0
OBC	Male	84	82	69	56
	Female	117	118	99	84
	Others	0	0	0	0
General	Male	814	806	872	881
	Female	1147	1228	1399	1460
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>2661</b>	<b>2831</b>	<b>3081</b>	<b>2968</b>

### 3. Extended Profile

#### 3.1 Program

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

Response: 1740

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
28	27	23	23	23

#### 3.2 Students

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2863	2968	3081	2831	2661

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2018-19	2017-18	2016-17	2015-16	2014-15
705	679	627	627	620

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

2018-19	2017-18	2016-17	2015-16	2014-15
958	930	855	803	773

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2018-19	2017-18	2016-17	2015-16	2014-15
45	37	39	37	37

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2018-19	2017-18	2016-17	2015-16	2014-15
49	49	48	41	43

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 41**

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

2018-19	2017-18	2016-17	2015-16	2014-15
52.45	98.8	87.54	123.59	48.91

#### Number of computers

**Response: 91**

## 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:

The institution is a day home for nearly three thousand rural students studying various UG and PG courses. A good number of new UG and PG courses have been included in the curriculum. The college faculty members work hard to follow the academic calendar prescribed by the Himachal Pradesh University to complete the syllabus on time and ensure that the university curriculum is followed in the best of the spirit. At the beginning of the academic year, time table is set which fulfills the prescribed number of hours for each course and the faculty members follow different methods – lecture, demonstration, seminars, assignments, tutorials, class tests and ICT tools for effective delivery of the course content. Teaching involving lectures, tutorials and practical are interspersed with Continuous Comprehensive Assessment. Practical session consists of hand on experience/laboratory experiments/ field study/ case study that equip students to acquire the much required skills components. Students enrolled for UG degree course in Physics, Chemistry, Botany, Zoology, Geography, Music, BBA, BCA and PG degree course in Physics and also in PGDCA have practical sessions. Mid Term Test/Examinations are conducted to make students familiar with the patterns of End Semester/Annual Examinations. Regular assignments are given to the students and co-curricular activities such as quiz competition, seminars and debates are organized at department level. The results of the aforementioned activities become basis for the internal assessment of the students which is shown to them before End Semester /Annual Examinations. There is a central library with a good seating capacity, computers with internet and e-learning facilities for the faculty members and students. The institute provides separate faculty rooms for almost all departments equipped with one computer, printer and broadband connection. Teachers are encouraged to attend international/national seminars, orientation courses and refresher courses to update knowledge and pursue research work. There are smart classrooms and efforts are made to equip laboratories with latest equipments so that the students may have free hand exposure in performing practical works. Students are motivated to collect information and data from digital sources i.e. internet and INFLIBNET. Resource persons and experts are invited to deliver lectures on various topics to enrich students' learning experience, particularly in BBA, BCA and B.Com. Students are also motivated to participate in different sports, cultural and socially important activities to foster the values of healthy competition, mutual co-operation and social responsibility. It is a matter of pride that our students are getting positions in the HPU merit list.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

###### Response: 1

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 28.21**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**

2018-19	2017-18	2016-17	2015-16	2014-15
4	3	1	2	1

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 30.98**1.2.1.1 How many new courses are introduced within the last five years**

Response: 539

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>

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

**Response:** 92.86

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

Response: 26

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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:** 0.41

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

2018-19	2017-18	2016-17	2015-16	2014-15
58	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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 interweaves socially relevant issues with the curriculum effectively and efficiently. Gender specific issues are addressed by the curriculum itself in some courses of Sociology, Political Science, History and they are effectively communicated to the students both in classroom and outside. The college provides two supernumerary seats for 'Single Girl Child' in UG and PG classes. To prevent gender discrimination and to develop value oriented leadership in students, Gender Champion Club, Women Cell, and Sexual Harassment Grievance Redressal Cell are functioning in the college. Institute facilitates the girl students with a comfortable common room. Sanitary Vending Machines have been installed in girls' common room and in the girls' hostel also. Girl students have been encouraged and groomed to participate at national/international sports events such as the Asian Games (handball) held at Jakarta (Indonesia), 2018.

For imparting basic knowledge about environment, Environment Science (Studies) is taught as a mandatory course at the UG level. In this course students are made aware of issues such as sustainable development, global warming, pollution, ecology, and biodiversity and disaster management. The college organizes various programs such as Swachchata Abhiyaan, Environmental Awareness, plantation of trees, making plastic free campus. The college taps solar energy to encourage use of solar power and also have a rain harvesting system.

Courses such as Upnishad evam Gita, Bhartiya Sanskriti included in the curriculum and Bhartiya Sanskriti Gian Pariksha inculcates human values among students. Various sport activities, NSS, NCC, Rovers and Rangers develop values like discipline, perseverance, equality, team spirit. Institute facilitates scholarship to meritorious students, reserved categories and economically backward class students. Meritorious students and outstanding achievers in sports, co-curricular activities, NSS and NCC constitute Students Central Association (CSCA) of the college and the CSCA works for the welfare of the students and institution. Health facilities of students are ensured by regular visit of doctors in the college. The students are sensitized for traffic rules, drug abuse and are encouraged to vote in polls.

Courses like Ethics and Corporate Governance, Income Tax, Personal Management, Financial Management which are part of the curriculum develop professional ethics among students. Students who are involved in project work/research are sensitized against plagiarism. The faculty and students are expected to follow the institute's code of ethics which is displayed on the college website for dissemination

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

**Response:** 556

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 556	
File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking field projects / internships</b>	
<b>Response: 5.59</b>	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 160	
File Description	Document
List of students enrolled	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<b>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</b> <b>A. Any 4 of the above</b>  <b>B. Any 3 of the above</b>  <b>C. Any 2 of the above</b>  <b>D. Any 1 of the above</b>  <b>Response: B. Any 3 of the above</b>	
File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

<b>1.4.2 Feedback processes of the institution may be classified as follows:</b>
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**A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	<a href="#">View Document</a>



## 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:** 0.03

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	0	1	0	1

#### File Description

#### Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 56.92

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

2018-19	2017-18	2016-17	2015-16	2014-15
1130	1101	1254	1202	1089

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

2018-19	2017-18	2016-17	2015-16	2014-15
2210	2130	1950	1950	1950

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[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:** 35.38

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

2018-19	2017-18	2016-17	2015-16	2014-15
233	166	260	249	237

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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 learning level of students is decided as per their performance at +2 levels that is the first categorization of their learning levels. After admission the student is assessed on the basis of class test, Quiz, MTT and class interactive sessions and Seminars etc. In this phase of assessment the corresponding responses from the students are taken into consideration for further improvement. Their learning level is further judged and steps are taken to foster their strengths. Moreover, stress is always given to reduce the level of weaknesses.

In the context of slow learners, the slot of tutorial groups is created and they are always encouraged to approach the concerned department. During tutorial classes they are asked about their inability to grasp/understand the critical content of syllabus. The concerned teacher further clarifies the same by quoting the critical/difficult content in simplified manner and by providing example from day to day life. They are always motivated by their teachers in a friendly way to achieve their academic goals.

The advanced learners are recognized by the concerned teachers through various class activities, formal and informal interaction. They are always encouraged to consult the standard study materials, text books from college library. They are also guided to go through the online study materials such as journals, eBooks etc. Xeroxed material of good quality is also given to them. They are always motivated in the class for discussion. The assignments and notes prepared by them are mostly discussed in the class for further improvement. These students are always inspired for active participation for each and every extracurricular activity of the college, subject societies and clubs etc. The merit and the rank holders and academic toppers are awarded during various college functions. These meritorious students are also nominated as the members and office bearers of college students' central association as per the guidelines of the parent

university.	
File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

<b>2.2.2 Student - Full time teacher ratio</b>	
<b>Response:</b> 63.62	
File Description	Document
Any additional information	<a href="#">View Document</a>

<b>2.2.3 Percentage of differently abled students (Divyangjan) on rolls</b>	
<b>Response:</b> 0.17	
2.2.3.1 Number of differently abled students on rolls	
Response: 5	
File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

<b>2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>
<b>Response:</b>
Various experiential-learning methods are being adopted by the faculty members and it is an integral part of the curriculum of the institution. In this series, lecture method, interactive methods and computer assisted learning etc. are the main. These activities are made effective with the help of teaching aids and illustration. Lecture method is a conventional and popularly used by all the teachers. It facilitates the user for better interpretation and explanation and revision of contents of the text and is widely used for better understanding of the subject. To make it more effective the learners are motivated to participate in group

discussion, subject quiz, news analysis and various question answers sessions. In this category the students of BBA, BCA and B.Com are required to prepare project report on any topic related to their industrial visit or consultation with any firm. In the humanities and science groups, the students are sent on excursion/ one day trip to any nearby historical/ religious places. The students of BA with Geography have to prepare a project report to complete their degree. This is totally based upon field study. During their field visit they interact with local people to know about their livelihood, economy and society. After completing their field work they analyze the data and prepare a project report for the submission in the college. It is mandatory for the students of M.Sc. Physics to prepare a project report to complete their PG degree. The students related to extracurricular activities of the college like NSS, NCC and Rovers and rangers learn about their social responsibilities through social service. Students of these categories are taken out to rural areas to convey the necessary message to people regarding cleanliness, personal hygiene and conservation of water etc.

During rainy season, a special plantation drive is organized every year with the help of forest department and the students are encouraged to participate in it. Various lectures /workshops are organised for the students and many learned persons are invited to deliver the lectures on various topics/ issues related with the problems of the students. Keeping in view the importance of ICT, projector enabled class rooms are used. In addition to books e- learning resources are also provided to students in the library. With the emerging of modern trends, the institution adopts many teaching learning processes like use of various tools, projectors to conduct seminars and show the educational videos related to syllabus. The Wi-Fi facility has been installed to support the recent trends of education.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 73.33

#### 2.3.2.1 Number of teachers using ICT

Response: 33

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Provide link for webpage describing the " LMS/ Academic management system"	<a href="#">View Document</a>

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

**Response:** 60.91

#### 2.3.3.1 Number of mentors

Response: 47

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

#### Response:

To make the teaching more effective and interesting the faculty members implement creative and innovative ideas. Many innovative ideas are used by the faculty members to make the class room more interesting. Students are provided with an access of INFLIBNET (Information and Library Network) under the process of e- Library. College library has an access to many journals and publications. To arouse creativity relevant tools in the form of audio -visual are used. It increases the grasping power of the student and makes them attentive in the classes. Faculty members mostly use power point presentations for making the lecturers more learning, interesting and Interactive.

Various other tools like models, maps, film prints, movies and laboratory experimental facilities etc are also used by the teachers for innovations in teaching-learning process. These tools also help them to think imaginatively.

Moreover, the incorporation of example from day to day life makes the class room environment more congenial and it also helps the students to understand the complex discourses easily. Some part of the syllabus, which is related with outside activities; and to make it more innovative; students are involved in field trips; industrial visits etc. and this makes them able to understand the world around them.

Conceptual learning is also an integral part of Innovation and creativity in teaching learning. To promote conceptual learning seminars on topics related to their subjects, quizzes and presentation methods are usually used. In addition to this, preparation of assignments and their presentation is mandatory for all students. Moreover, institution conducts seminars and calls the eminent people to deliver the guest lectures.

To make the student aware about adult Education and personal hygiene, medical officers and expert from medical department are also called from the nearby Hospitals to deliver lectures and disseminate information to the students.

Lecture methods along with group discussion are a regular practice to make teaching more interesting and long lasting. Students are always encouraged by the teachers for the participation in extra co-curricular activities. As per university curriculum many activities are organized at college and inter college level. In these activities, poster making, spot photography, cartooning, quiz, clay modeling, rangoli, debate, declamation, slogan writing, painting, solo song, folk song, solo dance, group dance, one act play, skit and mime etc. are the main extracurricular activities. Most of the students take part in these activities at college level and after scrutiny they send for participation at inter- college levels.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

<b>2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years</b>	
<b>Response:</b> 84.98	
<b>File Description</b>	<b>Document</b>
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

<b>2.4.2 Average percentage of full time teachers with Ph.D. during the last five years</b>											
<b>Response:</b> 44.26											
2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years											
<table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>18</td> <td>16</td> <td>18</td> <td>16</td> <td>18</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	18	16	18	16	18	
2018-19	2017-18	2016-17	2015-16	2014-15							
18	16	18	16	18							
<b>File Description</b>	<b>Document</b>										
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>										
Any additional information	<a href="#">View Document</a>										

<b>2.4.3 Teaching experience per full time teacher in number of years</b>	
<b>Response:</b> 12.09	
2.4.3.1 Total experience of full-time teachers	
Response: 544.13	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

**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

2018-19	2017-18	2016-17	2015-16	2014-15
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:** 0.41

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	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:**

Continuous Internal Evaluation (CIE) is an integral part of the student's curriculum. We do follow the assessment procedure as per the norms of Himachal Pradesh University. This University directs all the affiliated colleges to adopt CBCS (Choice based credit System) w. e. f. academic session 2013-14 and there were two Midterm Tests of 15 Marks each (Total 30 marks). First term test was conducted after 30 teaching days and second after 60 teaching days. Remaining 20 marks of CCE were distributed among assignment preparation and their presentation in the class (15 marks) and attendance (05 marks) of the



students.

The courses having practical component, the division of marks was different. In the course of 100 marks 50% were divided for CCE, 35% marks for the theory and 15% marks were given for practical examination. Five percent marks among CCA were allocated to the student's attendance. This system remains in the curriculum for two years. After taking into consideration the inputs of the college teachers and the committees constituted by the university, it was felt that 50% marks for the internal Evaluation/assessment were too much in the favour of students. It was also felt that to conduct three examinations (Two internal and one external examination by the university) in a short span of 6 months was hectic. It was also affecting the activities of the college viz. sports and youth festival. Therefore after considering all the facts many reforms were taken in the continuous comprehensive evaluation. In the year of 2015 it was decided that instead of 50 marks only thirty marks would be allotted to CCE and only one MTT (Mid Term test)/internal examination would be conducted in a semester and it will be conducted after the completion of 50% syllabus. The pattern of 30 marks will be followed by MTT of 15 marks, class test/tutorials/assignment of 5 marks, quizzes seminars of 5 marks and student attendance is of 5 marks respectively. This scheme was applicable for non-practical courses i.e. 70 marks for theory and thirty marks for CCE. For practical courses, the distribution of marks was followed by theory examination of 40 marks, internal assessment 30 marks and 30 marks for practical respectively. From the academic session 2016-17 new CBCS (Choice based credit system) was implemented and non-practical courses were followed by the old distribution pattern while the practical courses were amended with new marks scheme i.e. theory 50 marks, practical 20 marks and internal assessment of (CCE) 30 marks.

The house examination committee of the college carefully conducts the internal examination as per the rules of H.P. University. Those students who could not take their examination due to extracurricular activities were given special chances by the college after considering their genuine problems.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

Internal assessment of the college is so transparent that every student can see his/her awards and well aware about the internal evaluation process. The college follows the regulations laid down by the parent university i.e. Himachal Pradesh University in all respect. The Total 30 marks of CCE are mainly divided into three components i.e. (i) midterm tests, (ii) tutorials; practical; field projects; assignments/seminars/oral presentations and (iii) student's attendance.

First component is the midterm Examination which is of 15 marks; and is conducted by the House examination committee under the supervision and guidance of the controller of house examination. Question papers of all courses are invited from concerned teachers in sealed envelopes. The question papers are got printed by the house examination committee that remains 100% confidential. After printing process these question papers are kept in safe custody of the Controller of House Examination. At the second step a date sheet at college level is prepared by the committee with a particular seating plan for

each session and is approved by the principal. This date sheet is displayed on the College Notice Board. After the completion of examination the answer scripts are collected and deposited to Controller of House Examination. These answer scripts are issued to the concerned subject teachers and proper record is maintained in the collection and distribution register. The concerned subject teacher evaluates the scripts and gives these to the students in transparent manner. Students are free to check their answer books and for any query/doubt, they are free to ask it from the teacher. The scripts are taken back with student's signatures and the awards of the papers are again deposited to the house examination committee for future use. A student's Attendance file is also maintained by the committee. The absentee students from house examination having genuine reasons are permitted by the principal to take their examination. The records pertaining to teacher's invigilation duties, student attendance file, answer script issue register and stock register etc. are retained by the House examination committee.

The second component of 15 marks related with internal assessment is totally dealt by the concerned teachers. Subject teacher marks the student fairly out of 10 marks which is based upon his /her performance related to preparation of assignment, class tests and quizzes etc.

The third component is student's attendance. Five marks are allotted in this category. The student is awarded according to his attendance in the class.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

Two tier examination system is followed by the college. First internal examination which is conducted by the House examination committee of the college and second external examination conducted by the affiliating University. Grievances related with internal examination are redressed by the concerned teacher. The answer scripts are shown to the students so that they can check their marks and if they feel that marks of any question or evaluation is not done properly then they can bring it to the notice of the concerned teacher for correction. The evaluation work is done with full transparency. The marks awarded for the midterm exams which are the part of internal assessment component are displayed on the notice boards of different departments. The issue related to evaluation process are received by the teachers and resolved immediately. After declaration of the final result by the university various grievances related to students are obtained from the students. Among them, non-entry of internal assessment and term end marks are the major grievances. Both the grievances are treated separately. The RUSA Exam and Result Affair Committee of the college deals with the exams and result related grievances of the students. The students approach to the principal and request to redress exam or result related grievances which is forwarded by the Principal to this committee. In case of non-entry of internal assessment or if it is not displayed on the university portal, the principal asks the committee to enter the internal assessment on the portal. The matter is verified from concerned teacher to the university clerk and the reason is to be known about the discrepancy. Sometimes it may happen due to the wrong subject codes. This type of grievances is rectified by the teacher appointed by the principal and concerned subject teacher. These are verified by the principal

and after few days it is updated on the university portal. The second main problem faced by the students is pertaining to non-entry of marks of term end examination. The affected students are instructed to give his details to the office of the principal and these details are sent to the Controller of Examination, Himachal Pradesh University, and Shimla through special messenger/email by the principal and telephonic conversation is also done by the college authority. Within 2-5 days all kinds of grievances are redressed by the university and detail marks card are made available to the students through their user account.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

The institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation which is provided by the Himachal Pradesh University. We do follow the calendar for the whole year and the same is shared with students and staff through various mediums i.e. the College Notice board, the electronic notice board, the college website, newspapers and the prospectus of the concerned academic year. The academic calendar specifies the teaching- learning schedule of every academic year and continuous internal evaluation. For the smooth conduct of academic as well as extracurricular activities, various committees are constituted for the whole academic semester/year. In every academic year different committee meetings are being organized for the better conducting of CIE. With the commencement of session as the students come to college, they are guided by teachers during zero week about the composition and structure of CIE (distribution of marks of MTT, Assignments, Class Attendance, Quiz, Seminars etc.) and are made acquainted to academic schedule, courses & their codes. The principal of the college addresses the newly admitted students to make them aware of various facilities, rules and regulations and examination related activities as well as different career opportunities. House examination committee of the college prepares tentative schedule of CIE and circulates it to all the faculty members. After the completion of 50% syllabus the final schedule for MTT is prepared and implemented effectively. In continuation with this process the topics of assignments are allotted to the students and they are directed to submit it within stipulated period of time. Before completion of the semester/academic year the other activities related to the CIE like quiz/debate/seminar and presentation are also conducted as per CIE calendar. In addition to the above mentioned calendar the Parent Teacher association plays an important role in the development of Institution and the general house of PTA (Parent Teachers Association) is held every year in the second week of August to elect new body. The PTA meeting is convened on second Saturday or Sunday so that maximum number of parents can take part in the meeting. They can interact with the subject teacher of their wards to know about their performance.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 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 institution is running total 31 programmes in UG and PG i.e. 16 programmes in BA, 6 programmes in B.Sc, one each in B.Com, BBA & BCA , five Post Graduate Course in the subjects of English, Mathematics, Physics, Commerce, Pol. Science and one PG Diploma in Computer Applications. The students are made aware about the outcomes of these courses in the annual report of the college. Students are always advised /motivated about the outcomes of the courses through career guidance and placement cell by organizing various workshops. This cell helps the students through counseling for making career academic choices across different disciplines. The Principal and Staff organize various counseling sessions for the students. The major outcomes of various programs and program specific are the result and further placement of the students. Some students of this college have placed themselves among the top 10 merit holders of the University. Most of the Graduates from this college pursuing their career with higher education e.g. B.Ed., MA, M.Sc. and Post Graduate Diploma. For each course offered by the college, a unique set of learning outcomes have been defined which is being communicated to the students with the beginning of academic session. Communication of program outcomes/ course outcomes remains continue throughout the academic session. This helps the students appreciate the topic being covered in class as they see the relevance. The syllabus depicting the learning objectives is readily available for students and teachers on college website and college library.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

#### Response:

Various tools and processes are used to measure the attainment level of each program outcomes and Program Specific Outcomes. These can be categorized in two parts i.e. Direct Method and Indirect Method. External and internal examinations or observations of student knowledge and skills through assignments, project work and seminars etc. are considered under the category of direct methods. The knowledge and skills attained by the course outcomes are listed to specific problems and on external examinations, internal examinations and class assignments. Throughout the academic year all the faculty member view the performance of each student of each course outcome. Indirect methods include student exit survey, alumni survey, Parents, and Teachers survey etc. Finally, program outcomes are assessed with above mentioned methods and program assessment committee concludes the attainment level of course outcomes.

Tool used for the assessment of program outcomes/ Program Specific Outcomes

<b>S.N.</b>	<b>Tool</b>	<b>Description</b>	<b>Mode</b>	<b>Frequency</b>
1.	Annual/End Semester University Examination	At the end of every year/sem. HP University conducts Examinations with full security and secrecy. The outcome of every program is measured on the basis of result of each course.	Direct	Once/Twice in a year
2.	Mid Term Examinations	One internal examination is conducted per sem./year by the House Examination Committee of the College to ensure that students have achieved desired level of learning at module level to evaluate, whether corresponding course outcomes are achieved or not. According to the performance of the students with respect to outcomes of courses necessary steps are taken to achieve the desired level.	Direct	Once per sem./Year
3.	Assignments	Assignments are given to the students in every sem. /year. These are given to the students in the form of topics and they are advised to consult the good reference and text books to find out the answers and	Direct	Once During academic year/sem.

		understand the objectives of the given problem.		
4.	Classroom Attendance	As per the HPU norms to appear in the final examinations 75% attendance is mandatory for each and every student with respect to their subjects. In this process if a student is continuously absent for 10 days his/her name is struck-off and he/she is readmitted with prior approval of the Principal and their parents are also consulted to know the reason of long absence.	Direct	Daily (Only during teaching days)
5	Alumni Survey	Alumni survey is conducted to find out the level of relevance of curriculum with expected skills for employment.	Indirect	Once in a Year
6	Student Exit Record	The main objective of this survey is to identify and understand the impact of qualification/ degree they have completed from this institution.	Indirect	Once in a Year
7	PTA General House	The PTA General House is conducted once in a year to constitute the PTA body and obtain the feedback with respect to teaching	Indirect	Once in a Year

methodology course completion and any other problems raised by their wards.	
<b>File Description</b>	<b>Document</b>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students

**Response:** 76.13

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

Response: 705

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

Response: 926

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

## 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)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description**

**Document**

List of project and grant details

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 0

3.1.2.1 Number of teachers recognised as research guides

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

**Response:** 0

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

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

### 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 Institution has proactively initiated many measures to create an eco-system for creation & transfer of knowledge, which are explained as below:



**1. Entrepreneurship Development Cell:** The institution has a well-established Entrepreneurship Development Cell for promoting innovation & incubation activities of students. Thus, after graduation they can explore the option to shift from being an employment seeker to employment provider by opening their own start-up.

**Aim:** To promote Entrepreneurial skills among the students.

**Working:**

- The institution is having a very active Entrepreneurship Development Cell (IEDC) .The activities like entrepreneurship development, skill development are carried under this cell.
- The Research and development culture is inculcated in the students through Project Work, Case Study as a regular part of curriculum.
- The students are encouraged to undertake design & development of projects.
- Various activities are conducted through departmental societies to promote innovation, creativity & incubation.
- Creation and transfer of knowledge wealth are focused through activities like, publications of research papers, Industrial project work, innovation, consultancy and development activities.

**2. Societies/ Clubs-**The College encourages and promotes setting up of various Societies/ Clubs both at the college level & at the department level to achieve the specific objectives.

- Science society
- Commerce society

Besides, this the college is actively engaged in conducting Seminar/Symposia, panel discussions and workshops on current research areas and inviting novel ideas from students and faculty. The college is also working on innovative ideas for technological developments through research projects.

### **3.IIC (Institution's Innovation Council) 2.0**

#### **About IIC**

Ministry of Human Resource Development (MHRD), Govt. of India has established 'MHRD's Innovation Cell (MIC)' to systematically foster the culture of Innovation amongst all Higher Education Institutions (HEIs). The primary mandate of MIC is to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes while they are informative years.

MIC has envisioned encouraging creation of 'Institution's Innovation Council (IICs)' across selected HEIs. A network of these IICs will be established to promote innovation in the Institution through multitudinous modes leading to an innovation promotion eco-system in the campuses.

#### **Major focus of IIC**

- To create a vibrant local innovation ecosystem.
- Start-up supporting Mechanism in HEIs.
- Prepare institute for NIRF and Atal Ranking of Institutions on Innovation Achievements Framework.

- Establish Function Ecosystem for Scouting Ideas and Pre-incubation of Ideas.
- Develop better Cognitive Ability for Technology Students.

### Functions of IICs

- To conduct various innovation and entrepreneurship-related activities prescribed by Central MIC in time bound fashion.
- Identify and reward innovations and share success stories.
- Organize periodic workshops/ seminars/ interactions with entrepreneurs, investors, professionals and create a mentor pool for student innovators.
- Network with peers and national entrepreneurship development organizations.
- Create an Institution's Innovation portal to highlight innovative projects carried out by institution's faculty and students.
- Organize idea competition, mini-challenges etc. with the involvement of industries.

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

## 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:** Yes

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

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

**Response:** No

### 3.3.3 Number of Ph.D.s awarded per teacher during the last five years

**Response:** 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

### 3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.15

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	0	2	2

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.5 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:** 0.77

3.3.5.1 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

2018-19	2017-18	2016-17	2015-16	2014-15
6	8	5	9	2

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

### 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:

The College is taking various initiatives to improve the quality of life of people surrounding the institution. The institution encourages all the students to participate in various activities organised at different levels. The different activities organised are given in the table:-

Name of the activity	Organising unit/ collaborating agency	Year of the activity
Swachhh Bharat Programme	NCC	2015
Safe Drinking Water Campaign	NSS	2016
International Yoga Day	Govt of India	2017
Plantation Drive	H.P. Forest Department	2017
Cannabis Eradication Programme	NSS	2017
Rally On Drug Addiction	NSS	2017
Plantation In College Campus	Rovers & Rangers	2017
Swachhh Bharat Abhiyaan	Rovers & Rangers	2017
World AIDS Day	Rovers & Rangers	2017
World Aids Day	NSS	2017
Swachhh Bharat Programme	NCC	2017
Rally On Drug Addiction	NSS	2018
World Aids Day	NSS	2018
Plantation Drive	H.P. Forest Department	2018
Lecture On Environmental Awareness	Bird man of Nepal	2018
Digital Awareness Programme (Digi Dhan Yatra)	HDFC Bank	2018
Motivational Lecture For NCC Cadets Regarding BHIM & NARENDER MODI APP	NCC	2018
Kargil Divas	NCC	2018
Tree Plantation	NCC	2018
Swachhta Abhiyan	NCC	2018

First Aid Training Of Students In Govt. Hospital Ghumarwin	Rovers & Rangers	2018
Training Of Students For Traffic Management At Police Station Ghumarwin	Rovers & Rangers	2018
Skit On Gender Sensitization And Dowry	Rovers & Rangers	2018
Skit On The Topic Of Domestic Violence And Drug Addiction	Gender Champion Club	2018
Skit On The Topic "Aids Jankari Hi Bachav"	Gender Champion Club,	2018
Yoga Day	NCC + Girls from Girls hostel	2019
Mega Pollution Pakhwara (Painting)	NCC	2019
Kargil Divas	NCC	2019
Tree Plantation	NCC	2019
Swachhta Abhiyan	NCC	2019
Yoga Demonstration Program On Yoga" Nav Varsh Ka Agaz Yog Ke Sath "	Gender Champion Club	2019
Sensitization Of People Regarding Importance Of Vote	Rovers & Rangers	2019
Workshop On Traffic Rules And Road Safety Rules By SHO Ghumarwin	Rovers & Rangers	2019
Screening Of Film On Female Foeticide	Gender Champion Club	2019
Wall Painting Program	Gender Champion Club	2019
International Yoga Day	Govt of India	2019
Donation Collection For Disaster Affected People	NSS	2019
Plantation Drive	H.P. Forest Department	2019
Program On Kargil Vijay Diwas : Kargil Vijay Ke Shahidon Ko Naman	Gender Champion Club	2019
Poster And Slogan Writing Competition, Awareness Rally And Video Film Screening	Gender Champion Club	2019
Beautification Of College Campus By Planting Ornamental Plants And Eradication Of ' Bhang'	Rovers & Rangers	2019
Mock Drill In College Campus By Disaster Management Committee, Ghumarwin	Rovers & Rangers	2019
Sensitization Of People Of Karyalag Village For Disaster Management	Rovers & Rangers	2019
Assistance In Registration	Rovers & Rangers	2019

Counter, First Aid, OPD Section In Civil Hospital Ghumarwin		
Training Of Students For Traffic Management At Police Station Ghumarwin	Rovers & Rangers	2019
Participation In Moot Camp	State Level Bharat Scouts and Guide	2019

<b>File Description</b>	<b>Document</b>
Link for Additional Information	<a href="#">View Document</a>

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

**Response: 3**

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	0	0	0

<b>File Description</b>	<b>Document</b>
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 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: 30**

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

2018-19	2017-18	2016-17	2015-16	2014-15
9	15	3	1	2

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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:** 48.26

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

2018-19	2017-18	2016-17	2015-16	2014-15
261	2500	555	1870	1700

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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:** 19

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

2018-19	2017-18	2016-17	2015-16	2014-15
14	1	2	1	1

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>

**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: 2**

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)

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>



## 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 campus of Swami Vivekanand Govt. College has 30 well furnished class rooms, 10 smart class rooms, 08 laboratories and one Seminar Hall (multipurpose Hall). The main building has ground plus two floors. Ground floor of the main building has Principal office, three administrative offices, seven faculty rooms (Zoology, Chemistry, Physical Education, Commerce, Hindi, Botany, Music and Journalism). IGNOU centre also located in the ground floor. The institution also provides the facility of girls hostel .The interested girls students can take admission in the hostel to avail the facility. The campus has one playground and health centre where weekly service is provided to the students. The building has an off grid solar power plant of 15kWh. Each faculty room has a notice board in order to cater the need of passing information about examinations, interoffice notices etc. Each floor of the campus building has well furnished sanitation facilities for boys and girls and also has sufficient numbers of water coolers to facilitate all the students. Spacious seminar halls with access to internet, projector and podium to organise various student related activities.

Each floor of the building has corridor facility with steel benches. New job oriented courses has been started in the college under self-finance scheme i.e. BBA, BCA, & PGDCA. These courses are run by HEIS (Higher Education Institution Society). There are sufficient numbers of class rooms, Labs and faculty rooms. Five Post graduate courses i.e. English, Physics, Maths, Political Science and M.Com. College also provide the canteen facility to the students with good quality of food and other eatables items as per Govt. norms.

**Classrooms:** The institution has spacious and naturally ventilated classrooms that can accommodate 80 to 140 students in each one. All the class rooms are well-furnished, equipped with desks and fibre writing boards for students. Six teaching classrooms are Wi-Fi enable wherever it is necessary to facilitate the students with the access of e-library, e-book etc on first floor. Classrooms are numbered with identification of the wing. Second floor of the building has 16 teaching class rooms, four faculty rooms and one exam control room.

**Laboratories:** Two physic labs, four computers labs, three smart class rooms, one dark room & one Laser lab and six faculty rooms are also situated in the first floor. Two chemistry Labs, two Zoology labs, one Botany Lab, one Geography and one music lab also situated in the ground floor.

**Computing Equipment:** There are sufficient no of computers for students as well faculty members. All departments are connected with broadband and provided with printer-cum-scanner.

**Library:** The College has well stocked library with reading section where students can read newspaper s, journals and magazines. The library has INFLIBNET technology to access e-books and e-journals.

**Smart classrooms:** The College has 10 smart class rooms including BCA Lab, IT-Lab, Computer Lab of Physics, GIS Lab of Geography Department, Zoology Lab with ICT Facility, Botany Lab with ICT Facility

and one seminar hall which is also used as smart class room when required.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

Physical education and sports play vital role in achieving the aims and objectives of Education. The students of SVGC are provided with excellent facilities and encouraged to take part in the inter-college tournaments being organised by HPU in different colleges.

The college has one ground sufficient for conducting various activities throughout the year. Students are very much encouraged to participate in the cultural events held in the college like Fresher's Party, Annual Sports Day, Annual Day, Farewell etc., to exhibit cultural talents. Students are even sent to other colleges for intercollegiate competitions like dances, skits, mimicries etc., we got some clubs/ Committees to enhance the hidden talent of the students namely: "Talent Hunt" & Cultural Committee and Sports & Games Committee who play an excellent role for over all development of the student's community.

**Indoor:** There is a shed for boxing ring for the students to practice. Interested students can practice in boxing ring in morning session and some practices in evening. There is one squad stand iron, one cycling machine & weightlifting platform. Two courts for Badminton, Table Tennis rooms, Chess Rooms, Carom Rooms are also available in the college campus.

**Outdoor:** Playground for kho-kho, handball, cricket, kabaddi, volleyball, basketball. With the view to recognize upcoming talented sportsman and sports woman in the college, the Physical Education Department organizes athletic meet in the college every year. A large participation of boys and girls which included athletics, badminton, table tennis, basketball, carom, chess, cricket, tennis and volleyball, inter-college tournaments the winning team or sportsperson awarded Prizes and certificates in college annual function.

**Gymnasium** There is one gymnasium hall in the college campus where the students can exercise for their sound health with various equipments.

There is one under construction playground in which the Directorate of Himachal Pradesh sanctioned Rs. 50000/- and HEIS provided Rs. 10 Lakhs to complete it.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 26.83

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 11

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>
Link for additional information which is optional	<a href="#">View Document</a>

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

**Response:** 77.56

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

2018-19	2017-18	2016-17	2015-16	2014-15
34.45	76.6	79.54	106.86	32.91

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

Library is automated since 2013. The college library is automated using Integrated Library Management

System (ILMS) SOUL 2.0 Software. SOUL has size module i.e. Acquisition, Cataloguing, Circulation, OPAC, Serial Controls, and Administration. Our Library is using only two modules i.e. cataloguing and OPAC. The OPAC module is one of the major attractions of the SOUL. It has simple and advanced search facility with minimum information for each items including Author, title, Corporate Body, Subject, Class number, Accession number, Publisher etc. Students and teachers are allowed to use library resources and get necessary references.

The college Library is equipped with INFLIBNET Technology which provides the students a chance to access e-books and e-journal through internet. Students can avail the INFLIBNET facility

There are five computers available in college library for the students which are connected through LAN and have broadband accessibility. Students are registered with INFLIBNET and provided with user name and password to access the online contents. Students and teacher can get access to study material just like encyclopaedia of Britannia, Americana, cultural heritage of India, visual, knowledge, cultural encyclopaedia, oxford English dictionary, hindi vishwakosh, biographies of great scientist, philosopher, freedom fighter and historian.

The library has good stock of different subject's books, reference books and also has books of pahari culture written by pahari writer. The library subscribes 16 Newspapers, 24 magazine and 18 journals.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

##### Response:

The Library continuously strives to augment its resources to facilitate knowledge collection and dissemination and provide an enriching educational experience. It has rare collection of books, reports and other knowledge resources. Library is known for its collection of rare and old edition books in the area of History, Art and Culture of Himachal Pradesh. It possesses 185 rare books and other knowledge resource in 'pahari'. These books provide knowledge regarding the Pahari Culture, historical view of various Riyasats of state.

Reports and Recommendations of many important Societies and Institutes viz: UNDP, HP Budget, Economical Survey of HP.

Library has good collection of Journal, Magazine, Newspaper and e-resources.

Name of rare Book/ Manuscripts	Name of Publisher	Name of Author	No of Copies	Year of Publication
NIL	NIL	NIL	NIL	NIL
Any other			185	

knowledge resources				
<b>File Description</b>		<b>Document</b>		
Link for Additional Information		<a href="#">View Document</a>		

#### 4.2.3 Does the institution have the following:

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

<b>File Description</b>	<b>Document</b>
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** 5.4

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

2018-19	2017-18	2016-17	2015-16	2014-15
3.65	9.42	4.22	6.7	3.03

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

4.2.5 Availability of remote access to e-resources of the library	
<b>Response:</b> Yes	
File Description	Document
Any additional information	<a href="#">View Document</a>

4.2.6 Percentage per day usage of library by teachers and students	
<b>Response:</b> 8.53	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 248	
File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi
<b>Response:</b>
<p>The institute has adequate computing facilities. IT Infrastructure &amp; IT enabled services in the campus are provided to the Faculty / Offices / Departments / Students through a committee headed by senior member after the submission of demand by the concerned department. It provides computing and networking services such as desktops, laptops, broadband connectivity, Wi-Fi based internet to all classrooms when required by, library and offices. Appropriate standards are followed for selection, purchase, setup and maintenance of all computing and networking equipments.</p> <ul style="list-style-type: none"> <li>• There are four computer labs in the college to facilitate students of various streams.</li> <li>• There is one language lab with 10 computers.</li> <li>• IT-Lab has 20 computers with broadband connection, projector and one printer.</li> <li>• Physics department also has one computer lab with 10 computers.</li> <li>• BCA &amp; PGDCA which run under self-finance courses have 40 computers, one projector and one interactive white board.</li> <li>• BCA &amp; PGDCA Lab has one leased line connection of 1:4 Mbps speed.</li> <li>• Department of geography has also its GIS lab having 6 computers at present.</li> </ul>

- Reliance JIO Wi-Fi service is also available in the campus free of cost which also cover class rooms when required.

The campus is connected with the broadband with 10 nodes under NMEICT Project. These 10 nodes are installed in the following departments/ labs: IT-Lab, Physics, Chemistry, Maths, Geography, Commerce, Public Administration, Journalism, Library and Geography lab.

Library is also provided with computer Broadband connection and printer with scanner facility. It also has 5 computers for students to access e-journal, e-books or any online contents related to their syllabus.

Green Computing Green computing has become the global trend and necessity of the time. Staying ahead in this trend of energy efficiency model, the college has replaced all CRT monitors with energy efficient LCD/TFT monitors. Disposal of electronic materials are completely prohibited in the campus. E-wastes are identified by the respective departments and certified by the Condemnation Committee; and renewed later under exchange schemes. Adequate greenery has been created around all the departments and in the campuses to reduce the level of CO<sub>2</sub> emitted by the machines. Instead of purchasing new computers college has decided to upgrade old computers with latest configuration by keeping most component of old one.

The college is also planning to adopt government prescribed write up process for disposal of e-garbage.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 31.46

File Description	Document
Any additional information	<a href="#">View Document</a>

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

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** <5 MBPS

File Description	Document
Any additional information	<a href="#">View Document</a>

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

**Response:** Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to photographs	<a href="#">View Document</a>

#### 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:** 100

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)

2018-19	2017-18	2016-17	2015-16	2014-15
52.45	98.8	87.54	123.59	48.91

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

##### 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 institution has efficient and well defined systems and procedure for maintaining and utilising physical, academic and support facilities. In every academic year, different committees are constituted for the repair



and maintenance work of the institution. These committees give their suggestions and recommendations for the optimum use of the existing facilities of the college. The requirement and demand of the committees are submitted to the Principal and appropriate actions are taken for the improvement and maintenance of the existing facilities. Moreover higher authorities are also contacted for making required arrangement of funds for some of the maintenance works. There is provision of sweepers for cleanliness of campus and sports ground. College beautification committee, eco club, NSS and Swachhata drive are organized for the cleanliness of campus.

There is a Girls' hostel in the college which has a capacity to accommodate 91 students. In the current session all the hostel seats are filled. The hostel warden looks after hostel activities. The college has a hostel advisory committee. The renovation and repair work of the hostel is undertaken on the recommendations of this committee. Recently a badminton court has been constructed in the hostel yard. For the security of the hostellers, the college has made provision of security guard and fencing of the hostel.

The time table of the college is framed in such a way that each classroom and laboratory is utilised optimally for the teaching-learning process. Most of the theory classes of UG courses are conducted from 9:00 am to 3:00 pm and practical classes are conducted from 3:00 to 5:00 pm. There are 08 smart classrooms including one seminar hall in the college. These facilities are accessed by the teachers and students for making teaching-learning process more interesting and effective. Seminars, conferences, workshops and invited lectures are organised in seminar hall of the college.

The laboratories are maintained by the skilled SLA, JLA and LA of the institution. These labs are updated from time to time by adding new and advanced apparatus as per the requirements. In recent years RUSA fund was utilised to renovate labs. There are two laboratories in every science department for conducting the practical classes. The students are divided into small groups for effective practical work in different laboratories. The practicals are conducted from morning to evening in every lab in different slots. The institution has proposed more labs in the new science block.

The college has a well stocked central library. The qualified librarian maintains overall record of the library and the library attendant keeps the record of students' activities within the library. The librarian of the college facilitates the students to open their accounts on INFLIBNET and also educates the students about how to access it. The library committee of the college coordinates all the affairs of library. Quality books and other knowledgeable resources are also purchased through the committee after fulfilling the codal formalities. The library remains open from 10:00 am to 5:00 pm on all working days. The students of the college can access the library resources to enhance their knowledge.

The college students have the facilities of indoor and outdoor games. There is basketball, handball, volleyball, kho-kho, kabaddi courts for outdoor games. The gymnasium of the college facilitates sports persons for the indoor games like carom, chess, badminton, table tennis etc. For enhancing the sports facilities in the campus, college RUSA committee and Sports committee constructed boxing ring shed and procured Motorized Treadmill, weightlifting set and dunking basketball rings for the students. The sports activities take place from 7:00 am to 9:00 am in the morning and 5:00 pm to 7:00 pm in the evening. It does not hamper the study of the sports persons. The repair work of the playground and gymnasium is undertaken by the college repair and maintenance committee from time to time.

The institution has 91 computers in four computer laboratories. The students from different UG and PG courses use these computers for accessing e-resources, making their projects, undertaking practical work,

filling up of their examinations and scholarship forms etc. Each department of the college is well equipped with computers, scanners and internet facility to enhance and update their teaching skills.

College is also providing infrastructure to the students in the form of steel benches, cement benches and two large umbrella sheds etc. The college is providing neat and clean drinking water facility through proper installation of water cooler with purifier. There is a submersible hand pump which is used to lift up water when there is any shortage. Water collected by the rainwater harvesting system is used in washrooms and also for irrigating the college gardens.

There is a canteen facility in the college campus. This canteen is managed by the college canteen committee. The committee regularly visits the canteen to ensure the quality of the products and hygienic conditions of the canteen. The committee also keeps a check on the use of single use plastic. The waste material of the canteen is disposed off with the assistance of local Municipal Committee. The canteen is regularly maintained and renovated by college canteen committee. The seating capacity of the canteen has been increased by constructing an umbrella shed near the canteen.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 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:** 13.24

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

2018-19	2017-18	2016-17	2015-16	2014-15
223	278	538	532	341

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 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:** 0.27

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

2018-19	2017-18	2016-17	2015-16	2014-15
23	6	8	3	0

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 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

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 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:** 32.11

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

2018-19	2017-18	2016-17	2015-16	2014-15
1504	614	1120	632	762

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description****Document**

Details of the students benefitted 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**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years****Response: 0.99****5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
7	8	9	9	9

**File Description****Document**

Self attested list of students placed

[View 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:** 23.49

## 5.2.2.1 Number of outgoing students progressing to higher education

Response: 225

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

**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:** 28.33

## 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	1	3	0	0

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

2018-19	2017-18	2016-17	2015-16	2014-15
24	3	4	5	4

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

**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:** 9

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	2	1	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

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

True Education aims at holistic and integrated development of an individual's personality including intellectual, physical, moral and ethical aspects in search of truth. It should transform him/her into an ideal citizen and a national asset. Since students are the central focus of any educational system/ institution, their participation in its activities is undoubtedly essential within the overall perspective. As per the guidelines of parent university, i.e. Himachal Pradesh University Shimla every year College Students Central Association is being formed on the basis of merit in academics, cultural, sports, NSS, NCC, Rovers & Rangers and other co-curricular activities. Nominations are filed on the basis of merit and the toppers students of the college nominated as President, Vice-President, Secretary, Joint Secretary and other members of the CSCA.

After the formation of CSCA an executive committee comprising of the senior faculty members and President, Vice-President, Secretary, Joint Secretary, five members from amongst nominated members/CR is constituted. This CSCA has to perform and fulfill certain responsibilities during the Academic Year. These duties are:

1. to ensure the maintenance of proper academic atmosphere and orderliness amongst students.
2. to promote corporate, social and cultural life of students and to train them in their duties, responsibilities and rights of citizenship.
3. to promote opportunities for the development of character, leadership, discipline and spirit of service among students.

4. to coordinate and integrate the activities of various committees/ societies/ clubs in the college.

Apart from the CSCA, the students are also the members of various administrative committees in the college viz.:

<b>Committees</b>	<b>Students Representation</b>
<b>College advisory and CSCA Advisory Committee</b>	Member: CSCA President
<b>Student Welfare Committee</b>	Members: I. President II. Vice-President III. Secretary IV. Joint Secretary
<b>Hostel Advisory Committee</b>	Members: Girl Office Bearers of CSCA
<b>Campus Beautification Committee</b>	Members: Vice President
<b>IQAC</b>	Member: CSCA President
<b>College Canteen Committee</b>	Member: CSCA President
<b>Library Affairs Committee</b>	Member: CSCA President
<b>Career Counseling and Placement Cell</b>	Member: CSCA President
<b>Health awareness and Antidrug Cell</b>	Members: I. President II. Vice- President III. Secretary IV. Joint Secretary
<b>College Grievance Redressal Cell</b>	Members: President & Secretary
<b>Grievance Redressal for Sexual Harassment at Work Place</b>	Members: Girl Office Bearers of CSCA
<b>RUSA Board of Governors (BOG)</b>	Member- President CSCA

The meetings of these committees are convened for the smooth functioning of the college at regular intervals. These members give their suggestions and their suggestions are incorporated for the overall development of the college. It allows the college to present more friendly and personalized environment. It also gives them an opportunity to be self motivated, self engaged and self directed. Altogether the CSCA and students play important role in the administration and development of the college.

<b>File Description</b>	<b>Document</b>
Link for Additional Information	<a href="#">View Document</a>

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

**Response: 11**

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



2018-19	2017-18	2016-17	2015-16	2014-15
10	12	11	11	11

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 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:

Swami Vivekanand Govt. College has a registered and functional association for its alumni named as `Old College Students Welfare Committee Ghumarwin 2011 (OSWC)`. It is registered under Himachal Pradesh Society Act 2006 (25 of 2006), with registration Number **No.28/2011** dated 27.09.2011. Since 2011 this association/committee is working for the welfare of the institution through non financial means. Annual meetings and other activities are organised by the committee time to time and many suggestions for the academic development, infrastructure development and for the welfare of the students are given by the committee. For a better communication with the alumni, the institution interacts through the use of **social media**. OSWC have developed a **face book** page for the committee with college logo in order to communicate with the alumni. **WhatsApp group** is also created for all the alumni and separate group for OSWC executive members in order to communicate with all the executive members. The institution is trying its best to make OSWC more active and functional. From the current year, 2019, new executive has been formed. During admission process a helpdesk was established by OSWC for students in which more than 50 queries related to their results were resolved on the spot and some forwarded to the administration for necessary action. OSWC has an opinion that Social Media is very good medium for interaction among people around the world, therefore, in order to awake the students about social media A **lecture** on the topic, **‘Proper Use of Social Networking Sites in Modern Era’** was organised during the current year. More than 400 students and teachers across all the streams participated and got benefitted from it. The resource person for this lecture was Mr. Anoop Singh Thakur who is an alumnus of this college and presently pursuing his Master’s degree in Political Science from Punjab University.

The first alumni meet for the current session was organised in the college on 12th of October 2019. It was the first get together programme by the institute for its alumni during the current year. More than fifty alumni participated in it and shared their sweet memories about the college. Every participant appreciated this effort of OSWC and the college administration. They also proposed to work in tandem with the institution for its development.

The institution has got in touch with a service provider company **AlmaShines** for creating a strong and engaging Alumni community for SVGC Ghumarwin. We are negotiating the rates and hope for the

services in near future. This company will make complete database of the alumni for the better communication with the alumni, and provide complete solutions for alumni reach out, alumni engagement, alumni event management and fund management.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

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

**Response:** 7

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	1	1	1	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

## 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

Swami Vivekanand Government College Ghumarwin is proving to be a key factor for the economic and social transformation of the region. The college is committed for the holistic development of its students by making them academically excellent, professionally skilled, mentally strong and socially responsible citizens.

##### Mission

1. To manifest the perfection by imparting a quality and character-building education.
2. To enable students to face the challenges of life and meet the needs of society.
3. To harmonize the traditional values as well as embracing new values to keep pace with the progress of Science and Technology.
4. To foster the values of healthy competition, mutual cooperation and social responsibility, students are motivated to participate in different co-curricular activities.
5. The institution is committed to provide an environment, conducive to innovation and team spirit.
6. The institution is dedicated to the cause of learning by imparting education that inculcates a sense of responsibility among the students.

For fulfillment of the college vision and mission, Principal of the College tries to maintain an open and interactive environment. All stakeholders are actively encouraged to participate and express their views for effective decision making & policy formulation. A two-way communication is adopted between the students and staff. The Staff Council is an important platform for formal interaction between the Principal and the faculty members. The Principal convene regular meeting with Staff council and various committees' members for planning and mandated tasks of their committee. Heads of the Departments meet with the Director, who usually participates in departmental meeting and activities when required. The college has a Staff Association and duly elected staff members on Grievance Committee and students' association which represent the issues and welfare of their respective bodies to the Principal. They provide informal feedback. Interaction with students is a continuous process and CSCA advisory committee is a forum where students & teachers meet to discuss issues and seek feedback about various aspects of the college functioning. The Principal also motivates teachers and students to undertake applied research projects and innovative projects. High-quality teaching-learning through innovative methods is emphasized for high academic achievement that is also linked with successful careers for students. New infrastructure and equipment, renovation of laboratories, training of staff etc. have been facilitated for successful implementation of new CBCS and RUSA systems in the college.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The institution has a practice of participative management. The college provides better opportunity to faculty, staff members, students, PTA and alumni in the decision making process. Principal of the college is the administrative and academic head, followed by faculty members and ministerial staff. The affairs of college are managed through various cells and committees. Each committee is composed of convener or coordinator and five to ten faculty members, one or two ministerial staff member. In some committees, members of CSCA, alumni, technical members or external members are also included. These committees work according to rules and regulations of State Government and follow all Codal formalities to complete the assigned works. So, a comprehensive participative approach is adopted in the college decision making process. The case study related to such Participative management is stated as follows:

#### RUSA (1.0)

Rashtriya Uchchar Shiksha Abhiyan (RUSA) is a Centrally Sponsored Scheme, launched in 2013 with an aim to provide strategic funding to eligible State Higher Educational Institutions. The Swami Vivekanand Govt. College Ghumarwin received Rs. 2 Crore under Infrastructure Grants to Colleges (Fifty lakh in 2016, one Crore in 2017 and fifty lakh in 2019) of RUSA (1.0) scheme. The whole money has been spent successfully through RUSA Cell which is headed by Principal, Coordinator, Assistant Coordinators and 6 other sub Committees, each committee having a convener and 5-7 members. A Management Information System has also been established in the form of Fund Tracker, Bhuvan App, and MIS website which is managed by RUSA Coordinator. A Programme Monitoring Unit (PMU) has also been established to monitor the progress of various activities. A number of infrastructure projects and facilities etc. have been created under RUSA which have benefitted students and college administration in number of ways. These projects are Solar Power Plant, Railing over girl's hotel, Badminton court, Fiber Umbrella, water cooler, Teaching Platform, sports equipment, Computers, Printers and UPS, books, latest equipment in all the Labs, duplicator printing machine, language Lab, incinerator, Rain water harvesting system, and various other projects etc. These projects have been executed through Committees constituted under RUSA guidelines. Each and every project was discussed and deliberated in RUSA Committee and was then submitted to executing agency like PWD Ghumarwin, HIMURJA Bilaspur, IPH Dept. Ghumarwin etc. for the preparation of detailed technical and financial estimates. After receiving these estimates, from executing agency were then sent to State Project Directorate, which is situated in Higher Education Directorate, for administrative approval. Once a project is administratively approved, Principal of College through concerned committee placed order before the executive agency. Sometime orders were also placed to private vendors which were selected through a process of competition after following all Codal formalities. Once a project is completed, funds were transferred to the executing agencies or vendors through NEFT/ RTGS/PFMS. Sometime purchases were also made through GEM portal. A number of projects have been completed in the college. The detail of these projects has been uploaded to the NAAC website.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

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

#### Response:

The vision and mission of the college focus on providing quality education to students. In order to provide inclusive and quality education, the perspective plan of the college is prepared by IQAC and advisory committee. The institution is a rural college and students from rural background come to study here. The institution always makes efforts for the comprehensive development of these students with special focus on academic excellence. Personality development and social orientation are the guiding principles of the college for achieving the desired quality. Sincere efforts are always made to maintain the academic merit. Appraisal of the performances of faculty members and administrative staff has been done regularly.

Keeping in view of our strategic plan, the uprising demand of the public and as per the recommendations of the NAAC team visited this college in September, 2014 for the first cycle of accreditation, the college sent a proposal for starting PG classes in the subject of Physics and Mathematics in the year 2017 and got approval to start. Thus PG Courses in Physics and Mathematics were started from the academic session 2017-18. Again as per demands of the public and students, proposals for starting PG courses in the subjects of Chemistry, Botany, Zoology, Political Science and Commerce were sent to the state government for approval and the institution has got approval from the state government to start these courses. The inspection team from the parent university visited the college on August 02, 2019. The two inspection teams have submitted their reports and have allotted 30 seats for M.Com and M.A. Political Science. These two courses have been started from this session i.e. 2019-20. The other teams will also submit their reports very soon and PG courses in Botany, Zoology and Chemistry will be started from next session i.e. 2020-21. The college approached the state government for more new faculty. The Department of Physics got 3 additional sanctioned posts and 2 faculty members have joined here. The Department of mathematics has also got two additional posts and two teachers joined the department.

The College sent a letter to the parent university to create examination center in the college for all PG classes including those candidates who appear privately and got approval. It is a great benefit for the people of this area particularly for girl students who had to go Govt. College Bilaspur for appearing in their examinations.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### **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:**

Swami Vivekanand Government College Ghumarwin is managed by the Department of Higher Education under the State Government. The department regularly updates its website with necessary information regarding government programmes for ensuring quality in higher education and plans of action that individual institution has to implement. The principal, who is appointed by the State Government and heads the institution, receive various directions regarding policies, decisions, rules and regulations including R&P rules from the Directorate of Higher Education and implements them accordingly. The college has a well-defined organisational structure. Heads of departments, members of teaching and non-teaching staff, Bursar, Warden, Librarian and other technical staff report to the Principal and carry out all the functions and activities of the college. The Principal consult the colleagues in discharging his functions. The democratic and participative type of functioning is adopted by the college for each academic session.

The Principal of the college attends the meetings convened by the Higher Authorities including DHE, State RUSA Project Director, HPU Shimla and UGC to propose and execute various plans which are useful to ensure the quality at the college level. The faculty members and administrative staff is recruited by state government. Promotional procedure of the faculty members is as per R & P rules of the State Government. The staff in Higher Education Institute Society (HEIS) is appointed by the management committee under which self-financing courses are run.

The Principal also encourage old students to form an Alumni Association and get it registered. He also takes measures to provide all the facilities and necessary guidance in their activities. Besides this, constant contact with parents and general public is also favored and the Principal along with staff take measures to contact and conduct meetings periodically.

The organogram of the instituion is uploaded in the "Any Addional Information' field of the metrics.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 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

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:**

All the activities or plans of the institution are formulated as per the guidelines of the Department of Higher Education and HP University, Shimla. Vision and mission of the college are also kept in mind. Meeting with the stakeholders such as PTA, OSA were also convened. Representative from other departments such as Public Works Department (PWD), Irrigation and Public Health (IPH) also participated in these meeting. Periodic meetings of CSCA, HEIS and other committees such as College Advisory, CSCA Advisory Committee, Building Fund Committee, Career Counseling and Placement Cell, Discipline Committee, College Grievance Redressal Cell, Girls Grievance Redressal Cell, Hostel Advisory Committee were also convened. The minutes in the form of suggestions or resolutions/decisions were

recorded in the minute registers lying in the college office. The Principal of the college ensured the implementation of these resolutions or decisions.

As per the recommendations of the NAAC team who visited this college in September, 2014 for the first cycle of accreditation that “arrange for annual medical checkup and once a week visiting doctor for staff and students”, the college has acquired and renovated the old building with the cost of Rs 7, 62,777/-. The college is using the building for the weekly visit of doctor for the medical checkup of student and staff and also as *First Aid Room* for the students as and when required. Besides this, our college has also organised various medical camps for the best interest of our students and staff members.

The RUSA exams and result affair committee has been constituted to deal with grievances of students result at college level. The concerned students are directed to meet this committee and submit their problems. After the detailed analysis the problems those can be dealt at the college level are solved immediately and others which are related to be dealt at University level are sent there for necessary action.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

As per the Government of Himachal Pradesh, the following welfare facilities are available to all permanent teaching and non- teaching staff members of the college.

- There is full medical reimbursement of medical expenses including indoor medical treatment as per approved by Govt. of Himachal Pradesh.
- Medical leave is given to employees as per the norms and there is also a provision of maternity/paternity leave as per the government norms.
- Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 is covered under New Pension Scheme.
- GPF, gratuity and leave encashment are availed by retiring faculty as per H P govt. norms.
- The department of education also provides opportunities to improve qualifications by providing study leave as per the guidelines of the Govt. of Himachal Pradesh.



- GPF loans are sanctioned as per rules of Govt. of Himachal Pradesh
- LTC is availed as per rules of Govt. of Himachal Pradesh
- Residential Quarters are provided on campus for teaching and non-teaching staff. House Rent Allowance is given to those who don't get government accommodation.
- Duty leave upto 14 days per year is given to the faculty members for attending seminars/conferences /OP/RC.
- All the employees are covered under GIS (General Insurance Scheme) and the premiums are deducted from their salary.
- TA/DA is given to the employees whenever they go out for some official duty.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 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:** 0.96

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	1	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 2.8

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

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	6	4	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 25.07

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

2018-19	2017-18	2016-17	2015-16	2014-15
16	11	15	6	2

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

Performance Appraisal of teachers of the college is on the basis of API based PBAS of UGC Regulations 2009 as adopted by Department of Higher Education, Govt. of Himachal Pradesh. Various indicators like teaching, evaluation, results, co-curricular activities, extension, professional development, research and academic contribution etc. are taken in to consideration. Principal as well as teachers maintain records of teaching, examination, college work, research and project to calculate API scores as each indicators has specific scores. The Principal gives his/her remarks on each report and forward it to the Department of Higher Education. The Principal also obtains feedback either directly or indirectly from the students and stakeholders. The Principal discusses this at the meeting of staff and motivates the faculty members for improvement. The Principal also intimates the faculty members by way of circulars, notices or office orders. Apart from this, work and conduct certificate is issued to the contract employees, recruited through HPPSC, by the Principal after proper appraisal. The services of teaching faculty in HEIS possessing UGC qualifications are renewed on the basis of evaluation of their work and conduct by the committee headed by the Principal cum Director HEIS and the similar process is followed for the renewal of services of non- teaching staff.

The APIs/ACRs are submitted to the higher authorities with the comments of the Principal. On the basis of evaluation of APIs/ ACRs by Departmental Promotional Committee (DPC), the higher scales and promotions are awarded to the faculty members under Career Advancement Scheme. The college administrations make efforts continuously for the improvement of students and teachers and regularly discuss various issues concerning the welfare of institute.

Besides this, the annual performance appraisal of non-teaching staff i.e., superintendent, senior assistant, library staff and laboratory staff is also done through ACRs on the performa provided by Department of Higher Education based on their various performances.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

As this institution is a Government College, funds are utilized strictly as per the financial rules and regulation of the state Government after performing all codal formalities. The college conducts regular internal and external financial audits to maintain the transparency in the expenditure as per the direction of Government of Himachal Pradesh. The Principal monitors the proper division and utilization of all funds. Various committees such as Advisory committee, Purchase committee are also constituted for proper utilization of these funds. The bursar of the college also look after the financial matters. For the utilization of PTA fund, approval of the PTA Executive is pre- requisite and the PTA secretary keeps necessary records related to the utilization of funds. It is ensured by the Principal that all funds are utilized for the developmental activities of the college and for the welfare of the students. The funds generated through self-financing courses are utilized after the approval of the HEIS management committee.

The external audit of the Government funds is done by the auditors from the office of the Accountant General (AG) of Himachal Pradesh Shimla. The audit of PTA and HEIS funds is done by the registered Chartered Accountants.

HEIS audit takes place on dated 31-03-2015, 31-03-2016, 31-03-2017, 31-03-2018, 31-03-2019 while PTA audit by registered CAs takes place upto 31-03-2015 on dated 24-07-2015, 31-03-2016 on dated 25-07-2016, 31-03-2017 on dated 08-09-2017, 31-03-2018 on dated 20-07-2018, 31-03-2019 on dated 03-08-2019.

External audit by AG officials for the period 10/2014 to 01/2019 completed on dated 01/04/2019. AG officials send their objections through the Director, Departments of Higher Education which are settled at the college level and report send to AG officials. In all the audits various accounts and objections are settled.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 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)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

SVGC Ghumarwin is a government College and is governed by rules and regulations of HP Government.

The college follows the strategies for mobilization of funds and optimal utilization of resources as directed by government rules. The college accounts department prepares an annual budget estimate in consultation with principal of the college which is then submitted to Director of Higher Education which is then accommodated to the department budget. In addition to this for various programmes like RUSA separate budget proposal/ estimates are prepared with the help of executing agencies like PWD, HIMURJA, HIMUDA and I & PH of the state government. After receiving the DPR/ estimates from the executing agencies are then sent to the directorate for necessary administrative approval. The funds collected from students at the time of admission are also an important source of institutional receipts.

The college has received grants of Rupees 2 crores under RUSA-I which is utilized for the new construction as well as renovation of the college. The utilization is done after following all the codal formalities by various committees of the college. Generally, all the executing agencies are government agencies so they also follow government rules. Sometimes college executes certain projects through private agencies which are always selected after following all codal formalities. The purchases in the institution are mostly done through GEM portal.

Funds are also generated through Self-Financing Courses being run in the college. The college collects PTA fund as an additional source of internal revenue for carrying out the developmental activities. Sports fund is collected from the students for providing sports facilities to them. The name of the college has been approved for institutional plan for Rs. 2.00 crore under RUSA 2.0 as per guidelines by Project Approval Board of RUSA, MHRD, GOI in August 20, 2018.

Details of expenditure of RUSA & UGC funds:

#### **RUSA FUND DETAIL 2014-2019**

<b>Year Wise Funding Detail</b>	<b>Income</b>	<b>Expenditure</b>
2014-15	0	0
2015-16	5000000	4873414
2016-17	10000000	9324725
2017-18	5000000	5464358
2018-19	0	337503
<b>TOTAL</b>	<b>20000000</b>	<b>20000000</b>

<b>File Description</b>	<b>Document</b>
Link for Additional Information	<a href="#">View Document</a>

## **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:**

Internal Quality Assurance Cell (IQAC) of the college has been playing an important role in ensuring an effective and efficient internal coordination and monitoring mechanism for the last five years. Timely completion of all assignments including sports, cultural activities were ensured by the cell. More infrastructural facilities were provided. Feedback was also taken from the students, periodic meetings of IQAC were held and the discussions regarding plans for improving quality of teaching and also the infrastructure of the institution were executed. On the recommendations of previous NAAC Peer Team, who visited the college in the year of 2014 the college organized four National Seminars for faculty development during the last five years.

NATIONAL SEMINAR ON CONSUMER PROTECTION AND CONSUMER WELFARE IN INDIA was organised in collaboration with Department of Consumer Affairs, Ministry of Consumer Affairs, Food and Public Distribution, Government of India, in collaboration with Centre for Consumer Studies, Indian Institute of Public Administration (IIPA), New Delhi and department of Public Administration of this college. The seminar was organised and convened by Dr. Nittam Chandel, Associate Prof. of Public Administration. Consumer related issues, Institutional process and various laws rules and regulations relating to consumer protection and welfare were discussed in the seminar.

NATIONAL SEMINAR ON HIGHER EDUCATION IN INDIA: CHALLENGES AND OPPORTUNITIES, sponsored by Indian Council of Social Science and Research (ICSSR), New Delhi was organized and convened by Dr. Nittam Chandel Associate Professor, Department of Public Administration, on 12- 13 April 2016. In the seminar many challenges and problems relating to equity, access and quality in the higher education were discussed by the participants.

NATIONAL SEMINAR ON ENGAGED GOVERNANCE AND WOMEN EMPOWERMENT IN INDIA: FUTURE PROSPECTS. The seminar was sponsored by ICSSR New Delhi and was convened and organized by Dr. Nittam Chandel Associate Professor, Department of Public Administration, SVGC Ghumarwin on 17-18 December, 2016. About 150 participants from various colleges and universities attended the seminar and provided insight in the issue from variegated perspectives. The focus of the seminar was how to empower women through partnership-building approach i.e. engaged governance. Another National Seminar on Women in Conflict Zone was sponsored by ICSSR New Delhi and was convened and organized by Dr. Raj Kumari, Assistant Professor, Department of Sociology, SVGC Ghumarwin on 11-12 March 2017.

The college is committed to deliver **DIGITAL CONNECTIVITY** to the students & faculty members. In this regard, the college IQAC, on dated 24-06-2015, has decided to make the college campus Wi-Fi enabled and to increase the ICT facilities. In this context college has taken the step to provide Wi-Fi facility and broadband connectivity through JIO & BSNL. BSNL leased line with capacity of 4mbps for internet purpose was connected. To enhance the internet facility, the MoU has been signed between college principal and JIO Lead marketing, HP on dated 23-06-2016 to provide the Wi-Fi service in the college.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 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:

The IQAC monitored the progress of the institution and mobilized resources for the development of this institution. The periodic meetings of the cell were held and plans/policies for developing academic quality and infrastructural facilities were discussed. The committees were assigned the responsibilities of executing these policies and plans. Review meetings of the IQAC were also held at periodic intervals through its various Staff Council committees to ensure the completion or implementation of these plans/decisions i.e., teaching-learning process, structures and methodologies of operations and learning outcomes. Students' Internal assessment and attendance is monitored and evaluated at periodic intervals. Various quality initiatives for improving the teaching-learning process have been taken by the college i.e., Organization of seminars, workshops, faculty enrichment programs and training for faculty as well as students. Feedback collected from students and stakeholders were also analyzed at the meetings of IQAC and necessary steps were taken to improve teaching learning process. Besides this, the college has made strong initiatives to strengthen the library and ICT facility to the students. The books of different subjects have been purchased as recommended by the teachers for the library. Besides this, ICT facility has been boosted by increasing more number of smart class rooms and making campus Wi-Fi enabled.

All these efforts made by the college have shown constant academic excellence by its good academic results. Students of this college are getting positions in the merit list notified by H.P, University. In the year 2014-15 our two students, one of B.Sc. got 2nd position and other of B.A. got 4th position in the HPU merit list; during the session 2016-17 our two students, one of B.A. got 5th position and other of B.Sc. got 6th position in the HPU merit list during the session 2017-18 our four students of B.Sc. got 1st, 3rd, 9th & 10th positions in the merit list whereas during the session 2018-19 and two students of B.Sc. got 3rd and 17th position and in B.Com. our student got 15th position in the H.P.U. merit list. This was possible by periodic reviews of teaching and learning process, methodologies and infrastructural facilities provided by the institution.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

#### Response: 5

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

2018-19	2017-18	2016-17	2015-16	2014-15
11	9	2	3	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

#### 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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

#### 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:**

This institution has made incremental improvements in all areas. Today this college is known for its



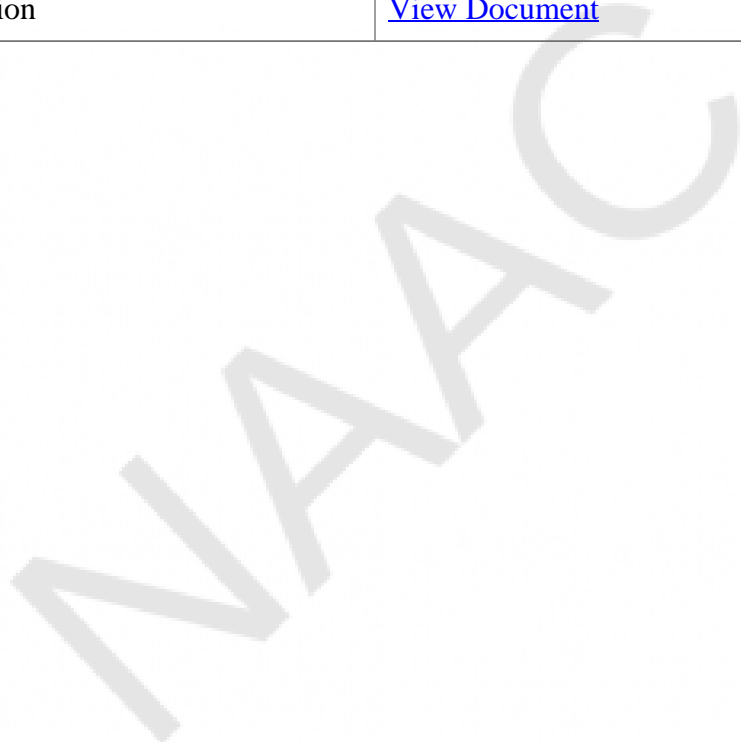
results, well-disciplined students and for teaching learning environment. For introducing new programmes/courses in the institution, permission is sought from the state government. New academic programmes are sanctioned only with liberal policies of the state government. Most of the students studying here come from rural areas and opportunities for higher education are scarce in the area. The college makes proposals for programmes that may equip the students to cope with the latest requirements and may also assure employment.

<b>Recommendation of the Previous NACC Peer Team</b>	<b>Action Taken by the Institution</b>
Start research and teaching on women' studies, home science, fashion designing, tourism, rural development etc.	In session 2018-19 BA with Journalism and Mass Communication was started. During this session a new subject Education was also introduced. UG course in Tourism and Travel Management has been started from the session 2019-20. To encourage the research the college organized four National Seminars during last five years.
Introduce post graduate degrees in applied social science such as political economy, developmental studies, Dalit studies and Human right education.	Before the first cycle of accreditation of this institution there was a single PG degree program in English. Proposals for starting new PG degrees were sent to the state government. As a result of which, two PG courses in the subjects of Physics and Mathematics were started in the session 2017-18. The College also sent proposals for starting more PG degrees. The state government has given its approval for starting five new PG degrees in Chemistry, Botany, Zoology, Political Science and Commerce. The PG Degrees in the subjects of Political Science and Commerce have been started from this session i.e. 2019-20 and the remaining PG Programs will be started from next session.
Mobilise funds from external funding agencies such as UGC, MHRD, DST, etc.	To mobilize funds from MHRD, the institution sent proposal by submitting institutional development Plan to the Higher Authorities, as a result of which, our institution mobilized an amount of Rs. Two crores in RUSA-1. Further, our institution selected for Rs. Two crores grant under RUSA-2.
Introduce Language labs and smart classrooms (smart board, ICT based facilities)	The institution has established a language lab in the year 2016. The college has made great efforts to strengthen the ICT facility to the students by increasing the number of smart classrooms.
Encourage research through collaboration with other institutes especially on local social and geographical issues.	Research in the college is being perused on challenge mode under Unnat Bharat Abhiyaan. This is a flagship programme of MHRD, Govt.

	of India. A cell of Unnat Bharat Abhiyaan was created in the college in the year 2016. The college was selected for UBA 2.0 in 2018.
Approach the Government for more faculty and technical staff.	With the introduction of PG courses in the college new posts of teaching staff have been sanctioned by the government. And some of them have joined their services here. During previous NAAC Peer Team visit the college has 43 sanctioned posts in teaching faculty. With the efforts of college administration this number has been increased to 50.
Train all the students and staff in computer use and spoken English.	Our college is regularly providing IT knowledge to the students through the trained teachers. For this purpose IT Laboratory and Smart Class Rooms proved beneficial to the students. As and when required, teaching and non-teaching staff members are also provided additional information about computer uses. To develop the skill of Spoken English the Language Lab has been established in the college.
Develop a formal mechanism for feedback from students and other stakeholder at the end of each year.	A structured feedback is collected from students and stakeholders and this feedback is analyzed at the meetings of IQAC. On the basis of this feedback necessary steps are taken to improve teaching- learning process.
Arrange for annual medical checkup and once a week visiting doctor for staff and students.	The college has acquired and renovated the old building with the cost of Rs 7, 62,777/-. The college is using this building for the weekly visit of doctor for the medical checkup of students and staff members. This is also being used as First Aid Room for the students. Besides this, our college has also organised various medical camps in the interest of our students and staff members.
Strengthen the system for student mentoring and progression.	Regular mentoring of students has been done by the teachers. For this purpose different mentoring groups are created. Teachers are doing their best in the mentoring of students.
Strengthen career counseling and placement facility.	Career counseling & placement cell has been framed at the college level during 2019. Letter has been written to employment officer and Labour Commissioner-cum-Director Employment.
Plan for a common room for boys also.	Boys' common room has been created in the college.
Make effort for students' transport facility.	This college is situated at a distance of 3 KM from local Bus Stand of tehsil headquarters, on

the NH 103. Regular bus services are being provided by the Himachal Road Transport Corporation and private buses. On the request of college administration few special buses are also provided by HRTC to help the students for reaching at their destinations.

File Description	Document
Any additional information	<a href="#">View Document</a>



## 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:** 10

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	1	3	2	1

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

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

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

**Response:**

##### Safety and Security

- Swami Vivekanand Government College Ghumarwin provides safe environment to its students and staff.
- Proper security at the entrance of the college campus to check the trespassers and also ensure the safety and security of students.
- College has its own safe and secure Girls Hostel adjoining to the main campus of the college. CCTV cameras in the girls' hostel have been installed and security guard has been posted as per recommendation by NAAC peer committee Cycle-1.
- CCTVs are installed at important locations in the institution.
- Fire extinguishers are installed at important locations and also in the labs.
- Proper earthing (Franklin Type) has been done in the main building to avoid any damage during lightning.

- Anti-ragging committee is formed as per UGC guidelines. Anti-ragging help line number has been displayed on the notice boards. Students are made to sign an affidavit at the time of admission and submit to the college about non-involvement in ragging activities. Moreover, anti-ragging committee ensures and sensitizes the students not to indulge in such activity. Posters are displayed explaining what constitutes ragging. Girls' Grievance Redressal Cell takes prompt action in handling and solving the cases pertaining to girls' students, such as eve teasing or their personal issues.
- Important Helpline Numbers are also displayed in campus and on college webpage.
- The college has Women Grievances Redressal Cell which looks after the issues pertaining to the girl students as well as its ladies staff, teaching and non-teaching.
- 
- Meeting, activities and counselling programmes are conducted by the cell to encourage women to fight against any kind of injustice (so far no incident of sexual harassment of women at work place been registered in the college).
- The College has formed 'Grievance Redressal Cell for Sexual Harassment of Women at Work Place' under the aegis of act (Prevention, Prohibition and Redressal), 2013 referred to as 'The Act 2013'.
- This cell works for gender sensitisation and prevention of sexual harassment of women in work place.
- College Health Clubs is functional and plays a great role in modifying students' behaviour towards the attainment of optimum health.
- The clubs regularly organized free medical health check-up of college students.
- A medical officer visits the college twice a week for general check up.

### Gender Champion Club

- The club was constituted in the month of October 2018 to initiate change processes at young age to shape and transform behaviour of Gender equality among students. 51 students of different streams became its members.
- The club keeps organising awareness programmes regarding domestic violence, yoga, AIDS awareness and other health issues.
- On March 8, 2019 'International Women Day' was celebrated and a film on the stigma of female foeticide was shown to the students.

### Common room

- College has a Girls' Common Room fitted with sanitary vending machine and comfortable seating area.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

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

**Response:** 64.88

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

Response: 52085

7.1.3.2 Total annual power requirement (in KWH)

Response: 80284

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 5.24

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1292

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 24652

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

**Response:**

### Waste Management Initiatives

- Solid waste management

- Use/Development of clean technologies: Use of incinerators is a major step towards the use of clean technology. The institution has installed these machines for the disposal of non bio-degradable waste. Sanitary Vending Machine (SVM) and Sanitary Disposable Machine (SDM) are installed in toilets as well as in girls' hostel.
- Use of organic composting techniques for biodegradable wastes, waste minimization and waste exchange practices: Biodegradable waste conversion pit is formed and further processed to vermi-compost. Non-biodegradable waste is collected by municipality and sent to ACC Barmana for its proper recycling.

- **Liquid waste management**

- Reduction in generation of Effluents, Emissions and Hazardous/Solid waste: The institution does not produce any effluents, emissions or solid waste which violates the environmental ethics.
- Our institution provides best academic environment which sensitizes everyone associated regarding the need to maintain a healthy ecological balance in their respective regions.

- **Hazardous waste management**

- Plastic bags have already been banned in the state by the Government of Himachal Pradesh and the ban is properly enforced within the college premises. Plastic waste is collected in the dustbins and disposed separately through the Municipal authorities.
- The College is trying to minimize the use of hazardous and toxic chemicals. The college is encouraging the use of safer alternatives.
- Dilute solutions are being used in quantitative analysis, which again minimises the use of chemicals.
- In Science laboratories, experiments are carried out with all precautions.
- Biological waste from life sciences laboratories are made harmless through autoclaving and then disposed. All glassware and microbial cultures used are first sterilised by autoclaving and then the cultures are discarded properly. The glassware is then washed and kept aside for next use.

- **E-Waste management:**

- Reuse is the most eco-friendly and cost effective method for e-waste disposal.
- The College maintains all its computer peripherals, all old systems are stored in safe place within the campus and are sold to the recycling agencies after fulfilling codal formalities. Defective systems are upgraded by replacing their parts.
- Awareness is also generated among the students by organizing the exhibitions and programs on waste management.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

#### Rain Water Harvesting System

- On the recommendation of previous NAAC peer team cycle-1 Swami Vivekanand Government College Ghumarwin decided to construct rain water harvesting structure constructed in the year 2018.
- It has been constructed by spending an amount of ₹8.312 lac through H.P. Govt. I & P.H. department.
- Roof top rain water is properly preserved in this under-ground tank with a capacity of about 100000 litres.
- The stored water is used for gardening purposes and also used in the toilets. We have lush green campus having medicinal and various ornamental plants, this rain water harvesting tank caters the need of these plants especially in the days of water scarcity.
- The institution adopts sprinkler system to water its lawns and garden and the supply to these sprinklers is from the rain water harvesting tank.
- Water from the tank is uplifted with the help of solar light to the storage tank having the capacity 5000 litre placed at the roof-top of the college from where it is supplied to the toilets and college lawn.
- This tank not only caters our water needs but saves our valuable soil from erosion.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 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:

- The campus is located on National Highway No. 103. Therefore, it is highly convenient in term of conveyance. Since Himachal Pradesh is hilly state therefore, use of bicycle is neither convenient, nor advisable.
- Since institution is located on national highway, thus public transport is readily available.
- Well metalled road/path is there inside the campus.



- To convey important information and notices in mass WhatsApp groups official as well as subject-wise has been created. The office adopts email mode to circulate information and notices among teaching and non-teaching staff.
- The institution is plastic free.
- Green landscaping with trees and plants- The area is enriched with diverse green cover planted in different periods of time through various plantation programmes organised by the authority and have become an integral part of the college. The natural occurring vegetation display a seemingly endless variety of shapes, forms, texture, vibrant colours hence improving the aesthetic value of the region. Even individual plants vary their appearance throughout the course of the year as the seasons change. We often make an emotional connection with these plants and sometime become personally attached to the ones that we see every day. Thus, the college has been playing a significant role in maintaining the environment clean and green of the entire Kalri village and its surrounding areas.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

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

**Response:** 2.28

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)

2018-19	2017-18	2016-17	2015-16	2014-15
0.0255	10.0937	0.84914	0.0109	0.0798

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** A. 7 and more of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

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

**Response:** 15

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	3	3	3	3

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)****Response:** 5

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

**File Description****Document**

Report of the event

[View Document](#)

Any additional information

[View Document](#)**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**

Any additional information

[View 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	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

**Response:** Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

#### 7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

**Response:** Yes

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

#### 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:** 43

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

2018-19	2017-18	2016-17	2015-16	2014-15
24	6	9	2	2

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

#### Response:

Swami Vivekananda Government College Ghumarwin organizes National Festivals and Birth and Death Anniversaries of great Indian Personalities with great enthusiasm. Thoughts of great Indian personalities sowed into the young minds through various programs like poster making, paper reading, quiz, parade and cultural activities etc. Every year our institute organizes the national festivals and birth / death anniversaries of the great Indian personalities. Staff and students get to know the importance of national integrity in the country in general and their role in it in particular.

- 1. Republic Day Celebration-** Republic Day is celebrated on January 26 to commemorate the adoption of constitution. On this day, college students participate in the event held at Tehsil and districts headquarter every year. Event help in inculcating the patriotic spirit among the next generation.
- 2. Ambedkar Jayanti-** On 14 April our college observe as a B. R. Ambedkar Jayanti to commemorate the birth anniversary of our great leader who dedicated his life working for the upliftment of untouchables, women and labourers. Various activities are conducted such as constitutional quiz and inter class competition are held.
- 3. Independence day-** Our NCC, NSS, Ranger and Rovers cadets participate in the event held at Tehsil and districts headquarter every year on 15th August. Various cultural activities related to independence movement are exhibited.
- 4. Dr. Sarvpalli RadhaKrishnan Birth Anniversary-** On 5th September, we celebrate Dr. Radhakrishnan's birthday as Teacher's Day with great fervour. The students organize various programmes.
- 5. 2nd October** – On this day every year we organise activities to pay homage to our great Indian personalities one is the Father of Nation (Mahatma Gandhi Ji) and the other is our second Prime Minister Shri Lal Bahadur Shastri Ji. The standards of truth, peacefulness and trustworthiness are recalled and generally plugged among the students of the institute. Gandhiji had cleanliness and sanitation closest to his heart. So cleanliness drive in the campus was done in this day every year to propagate the Bapu's idea in both letter and spirit. As he said, "I will not let anyone walk through my mind with their dirty feet." The idea took the shape of national mass movement after the launch of the 'Swachh Bharat Abhiyaan' by the Prime Minister Narendra Modi in 2014. Institution organised Fit India Plogging Run to commemorate the 150th Birth anniversary of Mahatma Gandhi this year. The students also organize the various competitive programmes such as slogan/essay writing, and poster making in the memory of Shastri ji. The winners are felicitated with awards and certificates.
- 6. Ekta Divas -** Every year college observe 31st October as National Unity Day in the memory of our Iron man "Sardar Patel" to inculcate national unity among our students.

File Description	Document
Any additional information	<a href="#">View Document</a>

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

#### Response:

The SVGC Ghumarwin has designed internal and external management /control system to manage the financial works through GeM Portal, Public financial Management system and payments (PFMS) are made through NEFT and RTGS system.

- Annual budget is provided to the college by the Directorate of Higher Education in the start of financial year.
- Expenditure is incurred as per HPFR.
- The expenditure so incurred is duly audited by local audit agency of H.P. Govt., HPAG Shimla and authorized Chartered Accountant (CA).
- The College also ensures transparency regarding financial management through the Bursar and the Head of the Institution.
- The financial details and documents are properly scrutinized and maintained.
- Annual Academic calendar is prepared and adhered to as per the direction/notification of H.P.University, Shimla and Govt. of Himachal Pradesh. The Calendar is provided to the students and faculty members. The prospectus of the institution containing all such information is provided to the students and teachers before the commencement of academic session and also displayed on the college website.
- College administration is run through different committees. There are a number of committees which meet at regular intervals to carry out the varied works related to academic, sports, cultural, administration, financial, infrastructure. The committees of the session were duly notified in the Handbook of Information i.e. College Prospectus. In case of urgency and specific work, special committees are also constituted. Apart from this there are well notified committees such as Student welfare committee, Academic affair committee, Anti Ragging Committee, Women Harassment Committee, Grievance-Redressal committee, Anti-Drug Awareness Committee, Discipline Committee, RUSA-PMU, Equal Opportunity Cell, Srijan Club, Gender Champion club, Eco club, etc. Participation of the students is ensured in all the Committees for transparent and effective governance.
- All the important notices are available on college website. The current events and their processes, including admission, examinations, are posted on the college website as well as the college notice board.
- All the RTIs are replied to by PIO/APIO.
- The admission process at the graduate and post graduate levels is transparent and well organized. Throughout the admission process, publicity is ensured through Website, print media, sensitization by teachers and students. The process is absolutely transparent and follows all the norms and procedures laid down by the Himachal Pradesh University, Shimla.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 7.2 Best Practices

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

#### Response:

#### (PRACTICE NO.1)

##### 1. Title of the Practice: **BANNING OF SINGLE USE PLASTIC**

Single-use plastics, often also referred to as disposable plastics, are commonly used for plastic packaging and include items intended to be used only once before they are thrown away or recycled. These include, among other items, toffee wrappers, all types of junk food packages, food packaging, bottles, straws, containers, cups and cutlery etc.

##### 1. Objective of the Practice:

Plastic is not biodegradable and usually goes into a landfill where it is buried or it gets into the water and finds its way into the water bodies (Govind Sagar Lake). Although plastic will not biodegrade (decompose into natural substance like soil) it will degrade (break down) into tiny particles after many years. In the process of breaking down, it releases toxic chemicals which make their way into our food and water supply. These toxic chemicals are now being found in our bloodstream and the latest research has found them to disrupt the Endocrine system which can cause cancer, infertility, birth defects, impaired immunity and many other ailments.

Our main focus is to sensitize students and staff on ways to avoid or reduce single use plastic in any form.

##### 1. The Context:

Single use plastic is harmful to environment as it is non-biodegradable as it takes years to disintegrate. Our country produces hundreds of millions of tons of plastic every year, most of which cannot be recycled. The Government of India aims to completely eliminate the use of single use plastic by 2022. For this we have to say 'No' to the use of single use plastic and find out environmentally sustainable products and come up with technology that recycles plastic more efficiently.

In our college canteen bottles of soft drinks, mineral water, and junk food packed in plastic wrappers was being used by the students. In the session 2018-19 the college administration took a prompt action to abandon the use of single use plastic. In our canteen even before this initiative was announced by the state Government we decided to go plastic free. There are no plastic plates, spoons and straws in our canteen. We are using steel glasses, plates and spoon.

##### 1. The Practice:

Our institution has taken step as per the MHRD guidelines. The guidelines encourage our college to adopt policies and practices towards cleaner and plastic free campuses.

- Our institutions has carried out awareness drives and sensitisation programme on the harmful impacts of single use plastics.
- College administration ensures no use of single use plastic and defaulters are fined.
- Students are not permitted to bring non-biodegradable plastic items to the institution.
- Every student is motivated to make his/her household and habited region plastic free.
- Our college has installed water purifier to provide safe drinking water to avoid the purchase and use of single use packed plastic water bottles.
- Our institution also ensures the use of jute/cloth bags as Government of Himachal Pradesh has already banned the use of poly bags/plastic/thermocool cutleries.
- Students and faculty are working towards this in a mission mode.

**1. Evidence of Success:** Our Institution has followed the Government notification in letter and spirit. The maximum use of single use plastic is in eating joints. It is used for packaging of eatables, cold-drinks and so on. Since our institution has banned single use plastic therefore, by default the plastic comes with packed food is also banned.

- We are either using steel utensils or paper made utensils for eating and drinking.
- Students and faculty members are bringing steel lunch boxes and water bottles.
- We have replaced plastic made apparatus with glass/silica made apparatus.

#### **1. Problems Encountered and Resources Required:**

Although complete ban of single use plastic and plastic apparatus is difficult and challenging until we find any alternative to replace it with other environment friendly material but we have to do it anyway. We need a land mark research to find a suitable substitute to the problem, since then a complete elimination of plastic is not possible.

Moreover, it is difficult to convince students about not using plastic since it is readily available and handy, easy to carry, is cheap and convenient. As long as there is no other alternative, manufacturing of single use plastic and its use will not come to an end.

#### **(PRACTICE NO. 2)**

##### **1. Title of the Practice: GREEN ENERGY INITIATIVE**

##### **2. Objectives of the Practice**

1. To encourage the steps towards Environmental Protection.
2. To promote the usage of renewable energy resources in the society.
3. To motivate the Government institutions for adopting the pollution free energy resources.
4. To promote the Government schemes and policies regarding environmental protection.
5. To provide the uninterrupted power supply for 24 hours x 365 days for the institution.
6. To demonstrate the power project to the college students for making them aware about environmental protection and for promoting the government efforts.



## 1. The Context

The solar power plant is providing uninterrupted power supply for the institution. During the time bound process of admission, examination form filling and examination process, the energy received from the plant helps for the completion of above processes within the given time framework. This plant also caters the power requirements during different co-curricular activities like inter college events, cultural activities, different day celebrations and Annual Prize distribution functions of the college.

The Central Government has stopped the budget allocation for off-grid solar power plant. The revival of this scheme can be very fruitful for the sustainable development.

There is a need of the hour that the use of green energy should be made mandatory for every government department specially the educational institutions. Since the institution provides education for a good number of students from the near peripheral area, the message regarding the usefulness of such plants can spread in the society through students.

Since the institution require budget for the establishment of such projects, which the institutions are lacking. Therefore the institutions should be provided with the sufficient budget and subsidy either by State or Central Government for the establishment of such Solar Power Plants.

The concerned departments should give approvals to these projects in an accelerated manner so that the process can be completed with the minimum efforts and time. The process can be exercised more efficiently by adopting 'Single Window Clearance' system.

## 1. The Practice

Our institution is the first institution among the Government colleges of the state where 15kwp off-grid solar power plant is working successfully. The institute has not only established its own power plant but the RUSA Coordinator of the college publicized this process and project during different RUSA Review meetings at the State Project Directorate level and also through social media. As a result RUSA coordinator of various colleges of the State went for the same project in their respective institutions. The offices of the college are connected with the solar power plant and regular work of the college does not suffer due to power cuts. During night hours the power is utilized for lighting.

The Green energy, which includes green electricity, is clean energy. This means that it is produced with little-to-no environmental impact and does not dispense green house gases into the air.

The institution faced following constraints/limitations during the establishment of this project:

1. The institution had not complete information regarding the policy for the same because at that time the policy could not be finalized by the Central Government.
2. Initially the institution was lacking the sufficient budget for the project.
3. The process was time consuming as it required different formalities at institution level, at executing agency (HIMURJA) and at State and Central government Level.
4. The technical experts for the minor repair of the plant were not locally available and vendor of the plant usually took time even for minor repair.
5. The solar power plant has the battery backup for eight hours only, but during the winter there remains fog/mist for most of the day hours and the solar panels do not receive the sufficient sun

rays. It affects the working of the plant adversely.

6. In the year 2016, the institution sent a project proposal for 25 kwp solar power plant in the Girls' hostel but could not get any correspondence/confirmation from the higher authorities.
7. The government started a new scheme for On-grid solar power plant that has no power backup which is not as useful as an off-grid solar power plant.

### 1. Evidence of Success

Our institute had taken the initiative to use the best green energy source i.e. solar energy, to meet the power requirement of the institute in the end of 2015. It started functioning fully in August 2016. It is an off-grid with capacity 15 kWp. Few important points regarding this solar power plant are listed below:

**Date of installation of Solar Power Plant:** 08/08/2016

Cost: Rs. 18,70,800

Actual Cost paid by the institute: Rs. 2,92,500 (RUSA GRANT)

**Subsidy:** Rs. 15,78,300

**Capacity:** 15 kWp

**Capacity of Inverter:** 20 kVA

**Battery Rating:** 240V, 250 AH

Energy Consumption data for one month (For battery based system at the time of installation): 2025 units

**Reading on 02/09/2019:** 1,56,255 units (1125 Days)

Per day units generated:  $156255/1125$ : 138 units

Cost per unit in Himachal Pradesh: Rs. 4.65

Total saving in 1125 (08/08/2016 to 07/09/2019 (Approx 1125 days)) days:  $156255 \times 4.65 = \text{Rs.} 726585$

Annual consumption and generation (as it is off- grid):  $138 \times 365 = 50370$  units.

From these points it has been concluded that in the last three years we have generated about 1,56,000 units, that costs about 7,26,000 Rs, which is about 40% of total cost of the solar power plant (without subsidy). Also, the actual amount paid by the institute for this project (i.e. Rs. 2,92,500) have been recovered in almost one year.

This practice for the establishment of Solar Power Plant encouraged other HEI's for the establishment of such plants in their respective institutions e.g. GC Bilaspur, GC Dhaliara, GC Shahpur, GC Nahan etc.

### 1. Problems Encountered and Resources Required

The college installed the 15 kw on-grid Solar power Plant, in the year 2016. On establishing this project the institution faced the following problems;

1. Initially there was a little information with the institution regarding such plant hence it was very difficult to convenience the committee and make them ready for the installation of this plant.
2. Since the college has no technical expert for such plants and we were dependent on the technical expertise from the external source (HIMURJA). It caused unnecessary delay in the entire process of the installation.
3. During the process, the institution was not aware about the beneficiary amount to be spent on the project; otherwise we could establish the plant of greater capacity in our institution. The institution had not sufficient amount for the execution of this plant but in later stage we were able to manage the sufficient amount out of RUSA Fund. During the installation of the plant we came to know that it would require a separate room where the inverters like equipments to be kept. The institution had to manage and provide the space for the same.
4. In addition to the regular teaching and non-teaching work, the college level incharge for this plant had to spare a lot of time for the completion of the whole process.

### **(PRACTICE NO 3.)**

#### **1. Title of the practice: Unnat Bharat Abhiyaan**

#### **2. Objective:**

- To build an understanding of the development agenda within institutes of Higher Education and an institutional capacity and training relevant to national needs, especially those of rural India.
- To re-emphasize the need for field work, stake-holder interactions and design for societal objectives as the basis of higher education.
- To stress on rigorous reporting and useful outputs as central approach towards developing new interventions at the grass root level.
- To provide rural India and regional agencies with access to the professional resources of the institutes of higher education, especially those that have acquired academic excellence in the field of science, engineering and technology, and management.
- To improve development outcomes as a consequence of this research.
- To foster a new dialogue within the larger community on science, society and the environment and to develop a sense of dignity and collective destiny.

#### **1. The Context:**

UNNAT BHARAT ABHIYAN is inspired by the vision of *transformational change in rural development processes by leveraging knowledge institutions* to help build the architecture of an Inclusive India. The Mission of Unnat Bharat Abhiyaan is to *enable higher educational institutions to work with the people of rural area in identifying development challenges and evolving appropriate solutions for accelerating sustainable growth*. It also aims to create a virtuous cycle between society and an inclusive academic system by providing knowledge and practices.

#### **4. The Practice:**

UNNAT BHARAT ABHIYAN (UBA) in this college was started in 2016 and a Unnat Bharat Abhiyaan

cell was constituted in this college as per the direction received from Director of Higher Education Secretary Higher Education vide letter no EDN-H(8)A- 97 Misc./2005 dated 30.04.2016. Dr. Nittam Chandel was appointed as Coordinator of this Cell. A project was submitted to the Directorate but the college was not selected for UBA 1.0. However, this college was selected for UBA 2.0 in 2018 and a UBA cell was again reconstituted in which following voluntarily consented to take various activities under UBA 2.0.

## **5. Evidence of Success:**

Under the UBA 2.0 College has adopted five villages for socio-economic study. These villages are:-

1. Paniala (420)
2. Machhwan (242)
3. Karloti (247)
4. Dakri (454)
5. Sunali (243)

These villages belong to Ghumarwin Legislative Assembly. Three villages namely Machhwan (242), Sunali (243) and Karloti (247) belong to a backward Panchayat namely Gram Panchayat Karloti. The UBA cell of the college is conducting socio-economic survey of these villages. In fact, survey is of two types:-

1. Village Level Survey
2. House Hold Survey

The village level survey of adopted villages so far has been completed and the data has been uploaded online. The household survey will be conducted from the month of October 2019. There are five teams consisting of two faculty members each and every team is assisted by 5-10 NSS volunteers of this college. After the completion of surveys the UBA cell of the college in collaboration with State Government Agencies and UBA Coordinating Institute will formulate development plans for the area. These plans will be submitted to the Unnat Bharat Abhiyan's National Coordinating Institution i.e. IIT Delhi online for approval and necessary funds to execute the plan.

## **6. Problems Encountered and Resources Required**

The main problem encountered is that District administration has not enough knowledge about the programme and the role of higher education institute in this programme. Further executive agencies do not prepare plans for its implementation. Problem of coordination at grass root level among various functionaries like panchayat secretary, village revenue officer and other officials is also there. The local Panchayats need to cooperate with students and regarding this instruction should be given by the Deputy Commissioners of concerned districts.

<b>File Description</b>	<b>Document</b>
Link for Additional Information	<a href="#">View Document</a>

### 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:

#### PERFORMANCE OF THE INSTITUTION IN ACADEMICS

##### Institution believes in holistic development of students

**Education:** The vision of SVGC Ghumarwin is to enable students to become economically independent, mentally strong and spiritually elevated human beings, socially responsible and committed citizens.

##### Performance in this area:

The college is dedicated to the cause of learning over the years, the college has shown consistently very good results as compared to H.P.U. pass percentage and students of this college brings laurels to us by getting positions in the H.P.U. merit list. The following is the list of meritorious students:

S.No.	Session	Name of the Student	Marks Obtained	Max. Marks	Position	Faculty
1	2001-2002	Shiv Kumar	1409	1700	1st in HPU	B. Sc.-III
2	2007-2008	Rachna Sharma	1655	2000	2nd in HPU	B. Sc.-III
3	2007-2008	Sandeep Kumar	796	1000	2nd in HPU	B. A.-III
4	2010-2011	Godavri	793	1000	9th in HPU	B. A.-III
5	2011-2012	Divya Gautam	1648	2000	4th in HPU	B. Sc.-III
6	2011-2012	Madhu Bala	830	1000	2nd in HPU	B. A.-III
7	2011-2012	Pooja Devi	825	1000	4th in HPU	B. A.-III
8	2012-2013	Rakesh Bhatia	1338	1700	6th in HPU	B. Com.-III
9	2012-2013	Ati Devi	801	1000	7th in HPU	B. A.-III
10	2013-2014	Shivam Kumar	1773	2000	3rd in HPU	B. Sc.-III
11	2013-2014	Bindu	1720	2000	5th in HPU	B. Sc.-III
12	2014-2015	Gomati Kumari	1804	2000	2nd in HPU	B. Sc.-III

13	2014-2015	Anupam	817	1000	4th in HPU	B. A.-III
14	2016-2017	Deepali	CGPA	8.8	7th in HPU	B.A.- III
15	2017-2018	Vikram Rana	CGPA	8.86	5th in HPU	B.Com- III
16	2017-2018	Aparna Joshi	CGPA	9.55	1st in HPU	B.Sc. -III
17	2017-2018	Pooja Sharma	CGPA	9.28	3rd in HPU	B.Sc.-III
18	2017-2018	Anjali Chadda	CGPA	9.04	9th in HPU	B.Sc.-III
19	2017-2018	Ankush Chauhan	CGPA	9.03	10th in HPU	B.Sc.-III
20	2017-2018	Deepali	CGPA	8.80	6th in HPU	B.A.-III
21	2018-19	Deepak Kumar	CGPA	9.26	3rd in HPU	B.Sc- III
22	2018-19	Akash Ratwan	CGPA	8.88	17th in HPU	B.Sc-III
23	2018-19	Preeti Sharma	CGPA	7.83	15th in HPU	B.Com-III

**Priority:** Our main priorities are all round development of students, including upliftment of SC, ST, OBC, minorities, economically weaker section and empowerment of girls. We facilitate various scholarships such as **Post-Matric Scholarship for SC, ST & OBCs, IRDP, Minorities, and EWS etc.** At present i.e. in the session 2018-19, 223 students are availing these scholarship for their higher studies. For meritorious girls' college facilitates **Kalpna Chawla Scholarship**. The various Scholarships offered by the institution are:

Scheme Name	No. of students availing Scholarship
IRDP Scholarship Scheme	25
Kalpna Chawla Chhatravriti Yojna	43
Post-Matric Scholarship scheme for SC students	72
Post-Matric Scholarship Scheme for ST students	03
Dr. Ambedkar Post Matric Scholarship scheme for Economically Backward Classes	65
Post-Matric Scholarship Scheme to OBC Students	15
<b>Total</b>	<b>223</b>

College conducts personality development programmes and free health check up camps. Keeping in view the rural background of our students counselling sessions are held periodically especially for the girl students in the college as well as in the girls hostel. Institution has its own well maintained and safe girls' hostel. Girls from downtrodden sections are given preference in allotment of hostel seats. Presently more than 90 girls are staying in hostel and making their carrier.

To cater to the diversified needs of education, this institution offers a number of academic and professional courses. The variety of courses being run in the college help the students to achieve academic excellence and potential to get better employment opportunities by acquiring professional skills. With the introduction of CBCS system under RUSA the state of Himachal Pradesh in 2013-14, and thereafter in 2016 by implementing UGC based RUSA (CBCS), there a comprehensive academic flexibility is available to the students to choose their courses and subjects.

The institution provides large and varied range of courses that provides an opportunity to the learners not only in the field of academics but also in other fields considered to be important for the development of human personality. The institution offers admission to undergraduate classes (B.A. /B.Sc. /B.Com.) and postgraduate classes in the subjects of English, Commerce and Political Science, Physics and Mathematics. On the demand of students the Govt. has given approval to start M.Sc. courses in the field of Chemistry, Botany and Zoology. The college also offers various professional courses under self financing like BCA, PGDCA & BBA.

The courses like B.A., B.Sc., and B.Com. M.A., M.Sc., M.Com., are funded by the Govt. of Himachal Pradesh. The professional courses BCA, PGDCA, BBA are being run under Self-financing Scheme. Funds are not provided either by the Government or other agencies. The college has constituted Higher Education Institute Society (HEIS) to regulate the Self-financing courses. Regular meetings of HEIS are held in order to ensure improvement in infrastructure, teaching- learning and over all development of the institution. Admissions to these courses are done either through entrance test or on merit basis.

The college is able to provide general and professional education catering to diversified needs to the learners of this area. Our students have made it to the merit list of HPU year after year. Some of them have been selected in various public/private services. Institution has developed its capacity, enhanced its infrastructure, financial capabilities, human resources etc. The students have got more options of employment opportunities in both the government and private sectors.

The college is working towards the holistic development of the students. Our students are making their future not only in the field of academics, sports as well as in art and culture.

As Swami Vivekanand believed that **education is the manifestation of the perfection already in man** thus our institution is committed to prepare its students to face the world with this type of attitude.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

In a fast changing academic environment the college is well poised to take on future challenges of higher education. The college strives to maintain and sustain the standards of teaching-learning through highly-qualified and well-experienced faculty and excellent infrastructure. The college not only intends to bring greater access, equity, excellence and quality but also to become a hub of higher education in the State. In order to achieve educational goals, Post-Graduation in the subjects of English, Mathematics, Physics, Commerce and Political Science have been started in a phased manner. Students from all over the State are doing their masters in these subjects. The college is also going to start M.Sc. in Chemistry, Botany and Zoology from the next academic session for which necessary approval by the State Government has been given. The State Government has provided budget for e-library which will be constructed on the first floor of the newly constructed Library. Students of the college bring laurels in academics by securing top positions in the H. P. University Examination merit list, a number of students represent the college in Youth Festivals and Sports Competitions conducted at HP University, State and National level. Some of our girl students participated in international events including South Asian Games. The college organized intercollege basketball (M) championship in the year 2014-15 and bagged 1st position. Every year our NCC, NSS, Rover & Ranger units take part in state and national events. The college has an Indoor hall for badminton and other indoor games. Residential accommodation for teaching and non-teaching staff is also available in the campus. Under RUSA 1.0 the college has received Rs Two Crore which was utilized to meet out the shortage of infrastructure. Further, construction of an auditorium with a budget of Rs.4.29 crores has been started. The leveling of the playground is under progress and rupees ten lakh has been spent so far. In short, creation and construction of additional infrastructure would be among our priorities for the upcoming time, as the college is upgrading its facilities and infrastructure to the changing pedagogic and research environments.

### **Concluding Remarks :**

Swami Vivekanand Government College Ghumarwin is a leading institution of Himachal Pradesh for imparting quality higher education for the past twenty five years. The faculty of the college acts as a friend, a mentor, a facilitator and an experienced companion to the students. Their role is an active one, involving the preparation of rich, supportive learning environments for effective facilitation of progression through experiential learning. The college faculty and students are responsibly engaged with the community, fulfilling its role in dissemination of knowledge and information through NCC, NSS, Rover & Ranger and Unnat Bharat Abhiyaan etc. The governance of the college is largely participative and committed to bring academic excellence and all-round development of the students. In fact, the vision, mission, motto and values of the institution, guide and encourage all the stakeholders to bring a transformation. In short, college is known for its distinctive focus on holistic education.