

principalgcjhandutta@gmail.com

AISHE Id: C:11344

Higher Education Institution

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FAQ
NAAC

YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVT. COLLEGE JHANDUTTA
● Name of the Head of the institution	NEENA VASUDEVA
● Designation	Principal
● Does the institution function from its own campus?	Yes
● Phone no./Alternate phone no.	01978272700
● Mobile No:	9418463555
● Registered e-mail	principalgcjhandutta@gmail.com
● Alternate e-mail	gcjhanduttahp-hp@nic.in
● Address	Govt. College Jhandutta, Dist. Bilaspur HP-174031
● City/Town	JHANDUTTA
● State/UT	Himachal pradesh
● Pin Code	174031
2.Institutional status	

● Type of Institution	Co-education				
● Location	Rural				
● Financial Status	UGC 2f and 12 (B)				
● Name of the Affiliating University	Himachal Pradesh University Shimla				
● Name of the IQAC Coordinator	Dr. Vijay Kumar				
● Phone No.	01978272700				
● Alternate phone No.	01978223555				
● Mobile	8894957751				
● IQAC e-mail address	principalgcjhandutta@gmail.com				
● Alternate e-mail address	gcjhanduttahp-hp@nic.in				
3 Website address (Web link of the AQAR (Previous Academic Year))	http://www.gcjhandutta.in/AQAR.aspx				
4 Whether Academic Calendar prepared during the year?	Yes				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.57	2019	04/03/2019	Nil
6. Date of Establishment of IQAC		30/12/2016			
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Faculty of Chemistry, physics, Sports and music	By HP Govt.	H. P. Govt.	2020	3,65,000	
GC Jhandutta	Under Uttkrisht Mahavidya Yojana	H. P. Govt.	2020	1 crore	
Library	By HP Govt.	By HP Govt.	2020	3,00,000	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
● Upload latest notification of formation of IQAC					
9. No. of IQAC meetings held during the year			4		
● Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		
● If No, please upload the minutes of the meeting(s) and Action Taken Report			View File		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?			No		
● If yes, mention the amount					
11. Significant contributions made by IQAC during the current year (maximum five bullets)					
It has effectively implemented SOP (Standard Operating Procedure) issued by Govt. of HP for teaching through ICT platform both Online and face to face Classroom during final year examination.					
IQAC is very active to maintain online contact with the students to enhance the quality of teaching learning process.					
Yoga and meditation online sessions have also been started from the session 2020-21 for final year students of the college to make the students aware about its benefits and encourage them to practice yoga and meditation for improving their physical and mental well-being in view of covid pandemic.					
Student's feedback about teachers was collected to ascertain the learning status of students and to further improve the quality of teaching learning process.					
Under the able guidance of IQAC, Career guidance cell, NSS and Rover & Ranger organized a workshop on "Psychosocial support for COVID pandemic condition in collaboration with MGNCRE, GOI on dated 11 June 2021.					
Various societies (tollies) were formed for sustainable use of college recourse i.e. electricity, water and periphery greenery and plants.					
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year					
Plan of Action			Achievements/Outcomes		
One Day Webinar Use of Google Classroom for Teaching, Learning and Evaluation.			webinar Organize in the month of July		
Facilitation of Covid isolation center in the college during COVID 19 pandemic.			Isolation center was established in the college during lockdown.		
Pre-admission Counselling Program			Pre-admission Counselling Program was organized in the month of March		
LCD Installation in Classrooms			LCD installed in 3 classrooms during the year		
To establish modern career counselling room			Established modern career counselling room with virtual conference facilities in the month of march		
To establish modern Research Room			established modern Research Room in the month of march		
Installation of CCTV HD camera			Installed CCTV HD Camera		
Installation of Sole 3.0 library software			Installed of Sole 3.0 library software		
To start the construction of Science Block			started the construction of Science Block		
To purchase the science, sports and music articles			purchased the science, sports and music articles approximated cost 23 lakhs		
To purchase the computer			25 computer purchased		
13. Whether the AQAR was placed before statutory body?			No		
● Name of the statutory body					
Name			Date of meeting(s)		
Nil			Nil		

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	31/12/2020

Extended Profile	
1. Programme	
1.1 Number of courses offered by the institution across all programs during the year	
2. Student	
2.1 Number of students during the year	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
2.3 Number of outgoing/ final year students during the year	
3. Academic	
3.1 Number of full time teachers during the year	
3.2 Number of Sanctioned posts during the year	
4. Institution	
4.1 Total number of Classrooms and Seminar halls	
4.2 Total expenditure excluding salary during the year (INR in lakhs)	
4.3 Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution ensures effective curriculum delivery by following the academic calendar provided by Himachal Pradesh University. The faculty analyses the students before the commencement of every year and plans the curriculum as prescribed by the HPU in such a way that it includes different activities relate syllabus. The head of every department submits a workload statement at the beginning of every year and time-table is prepared. Accordingly, each department teaching plan allotting term-wise topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group point presentations, quiz, debates, academic tests, etc. the students are being given practical insight into the curriculum that helps them to develop their cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. Subject tours and industrial visits are organized to provide practical students. Seminars, The periodic tutorial / class test / MCQ examinations are conducted in order to assess the understanding of the students. The examination reviewed and the weaker students are taught again in remedial classes. Teachers put in all efforts to ensure quality and enhance academic growth. Practical examinations are conducted to judge the understanding of the students. The new examination pattern introduced by university is being strictly adopted by the curriculum is enriched by participation of our teachers in Board of Studies, Meetings, Seminars, Conferences organized by affiliating university (Himachal from time to time. The effective delivery of the curriculum includes a wide variety of steps like work culture, supervision and revision through periodic m principal, faculty and students. The college has taken the following initiatives for effective curriculum planning, development and deliverance: CBCS model University norms is in operation. To prepare a planned work schedule with a consideration of due weightage for each paper and number of hours allotted as per guidelines. Updating the library with books of the changed syllabi every year. All the laboratories are upgraded annually as per requirement of the curriculum competitions and workshops are being organized. skill-oriented courses are offered to the students for enhancing their skills and access to jobs in national markets.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://govtcollegejhandutt

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

The institute is affiliated to Himachal University and implements the curriculum prepared by the BoS of Himachal University. The institute has developed documented process for implementing the curriculum. It is as follows: • Before the commencement of the year, the faculty members prepare an academic calendar prepared by the affiliating University. This academic calendar includes the dates for internal examinations, seminars, workshops, expert talks, and other cocurricular and extra-curricular activities. • HoD prepares the class timetable, and course plan for the year. The course plan containing class time and syllabus is given to all the students. It is also published on the college website. • Concern faculty meets the students after the last University exam year completed, and discusses with them about the next year. They incorporate the suggestions and prepare the course plan and distributes them to the student members revise the COs of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure COs. Faculty members also prepare assignments and case studies in advance. They also prepare a question bank of their courses. Resources like relevant webs are made available for advanced learners • IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of progress of the lab sessions, etc.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	http://www.gcjhandu

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	No
Minutes of relevant Academic Council/ BOS meetings	No

Institutional data in prescribed format (Data Template)

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

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

00

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

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

00

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

00	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File
1.3 - Curriculum Enrichment	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
Courses offered in the college integrate issues related to gender, environment and sustainability, human values and professional ethics. Issues related with environment and sustainability are integrated into courses of Environmental studies, Zoology, Botany, Geography, Sociology of environment, Disaster Management. Courses that teach human values in its curricula are Political science, Sociology, Commerce, English, Sanskrit. Professional ethics are integrated in the courses of English, Commerce and Education subjects., Gender, Human Values, Environment and Sustainability into the Cocurricular and Extracurricular Activities also. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year N.S.S. units undertake a host of activities in the nearby vicinity and in the adopted villages. N.S.S. organizes various environment related programs including tree plantation, village cleanliness, cleaning of rivers, plastic free drive, poster competition, etc. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. World Labour Day, World Forest day, World Environment Day, N.S.S. Day, etc are organized in the college every year. The college has taken active participation in Swachh Bharat Summer Internship (SBSI) Abhiyan and Swachhta Pakhwada Programmes started by the government. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S and Political science department help to inculcate human values among students. National festivals like Independence Day and Republic Day celebration serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Corona Awareness/Sensitization Campaign by Corona Warrior, Voter's Awareness Program, Road Safety Campaign, Blood Donation camps, etc are organized from time to time. Major gender issues are focused and addressed through different activities in the college.	
File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File
1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
00	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://govtcollegejhandutta.org/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
487	
2.1.1.1 - Number of sanctioned seats during the year	
1200	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
214	
File Description	Documents
Any additional information	No File Uploaded

Number of seats filled against seats reserved (Data Template)		View File
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
The college admits students from various socio-economic backgrounds. The college conducts every possible measure to assess the learning levels of its students. The students are counseled, guided and oriented at the time of admission to make them aware about the course, mode of internal assessment, external assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college. The list of courses, curricular and co-curricular activities, rules and regulations, facilities available etc are also published in the college prospectus which is provided to the students before the beginning of academic sessions. At the beginning of each course teachers assess the learning levels of the students in the class, their knowledge about the course and accordingly special programmes for advanced learners and slow learners are planned. Remedial and extra classes are conducted for advanced and slow learners. After the completion of syllabus, subject classes are also repeated for slow learners and late admissions. In the CBCS system, students are required to select course subjects based on their core competence, aptitude and skills. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Opportunity is also given to the students for changing their options if they are not able to cope with the courses they selected. Teachers remain available in college to clear the doubts and counsel the students even on a one to one basis. Advanced learners are encouraged to become class mentors. Extension lectures and exposure visits to different colleges, industrial units, power projects, archeological sites, diversity rich areas, geographical sites etc and universities are regularly conducted.		
File Description	Documents	
Link for additional Information	https://govtcollegejhandutta.org/	
Upload any additional information	No File Uploaded	
2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)		
Number of Students	Number of Teachers	
487	16	
File Description	Documents	
Any additional information	No File Uploaded	
2.3 - Teaching- Learning Process		
2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences		
Govt. Degree College Jhandutta always encourage student-centric learning through various methods such as brain storming group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies. Regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Different student support systems are available in the college like Library, Computer Lab, Reading Room, ICT based classrooms (Smart Classrooms). Students are trained for Basic Life skills such as First Aid, Self Defense, Swach Bharat Summer Internships, and Personal Hygiene and Sanitation. Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, cocurricular and field based activities. The objective of studentcentred activities outside the classroom is to engage students as much as possible in learning procedures that require more than reading or viewing the material. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. These activities play an integral role in allowing a switch over from absorption of information while learning during academic sessions and creating a safe space to relax, interact, collaborate, think out of the box, nurture their talentsand leadership capabilities. To increase the concentration in various activities, the college has framed many committees and clubs including the Cultural Committee, Sports Committee, Canteen Committee, Career counselling cell, the Debate Committee and Red ribbon club. Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games, to foster spirit of togetherness and leadership. In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.		
File Description	Documents	
Upload any additional information	View File	
Link for additional information	https://govtcollegejhandutta.org/	
2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words		
Faculty members of the college use ICT technology to improve the teaching and learning process. Different softwares available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, computer/laptops/tablet systems are used in the classrooms. You- Tube, E-mails, Whats App group, Telegram, Zoom and Google classrooms, WISE app, College website are used as platforms to teach, communicate, provide material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. These applications are also used to provide online education during the covid-19 situation. Jio wifi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads. Xeroxing facility is also available in the library. Hostels are also equipped with computer labs and Wi-Fi facility to encourage learning. Syllabus and study materials are also made available on the college website and the website of the affiliating university. Student attendance, feedback are also received online from the students and faculty members.		
File Description	Documents	
Upload any additional information	View File	
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://govtcollegejhandutta.org/	
2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)		
2.3.3.1 - Number of mentors		
16		
File Description	Documents	
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded	
Circulars pertaining to assigning mentors to mentees	No File Uploaded	
mentor/mentee ratio	No File Uploaded	
2.4 - Teacher Profile and Quality		
2.4.1 - Number of full time teachers against sanctioned posts during the year		
16		
File Description	Documents	
Full time teachers and sanctioned posts for year (Data Template)	View File	
Any additional information	No File Uploaded	
List of the faculty members authenticated by the Head of HEI	No File Uploaded	
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)		
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C. Superspeciality / D.Sc. / D.Litt. during the year		
4		
File Description	Documents	
Any additional information	No File Uploaded	

List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
16	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
Inter assessments and internal practical tests are conducted at appropriate time with respect to calendar of examinations fixed by the Himachal Pradesh University/ college. Date sheets and notifications of Internal assessment is circulated in classrooms, displayed on notice boards and uploaded on official website of the college. The teachers help students in grasping the correct essence of the questions asked, wherever such an inquiry is raised. If any tabulation error is found or is communicated, necessary corrections are duly made by the concerned and correct information is passed to the university accordingly. Due care and track is mentioned till completion of assignments.	
File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://exams.hpushimla.in/
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	
Most of the grievances related to the examination are received after declaration of results by the Himachal University. The errors in their results like marks of the internal assessment, attendance sheets, error in the bio-data etc. are immediately addressed, corrected and quickly disposed for onward submission to university by the convener examination committee. Each and every superintendent and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Coordinator Examination for speedy Redressal of the issue. The close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. As per internal practical tests are concerned, if any student pin points any academic discrepancy viz a viz conduct of tests, the concerned teachers wholeheartedly show their concern and attention is given to the student grievances.	
File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://exams.hpushimla.in/
2.6 - Student Performance and Learning Outcomes	
2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.	
The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following: Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website. As the college is affiliated by HPU therefore college has to follow the syllabus prescribed by university.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://hpuniv.ac.in/syllabus.php
Upload COs for all courses (exemplars from Glossary)	No File Uploaded
2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.	
Govt Collega Jhandutta evaluated the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through mid semester exam., end-semester exam., assignment, presentation, viva-voce exam., etc. These are also evaluated by the feedback the collegia got by the students, the parents, the teachers, the employees and the alumni.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
2.6.3 - Pass percentage of Students during the year	
2.6.3.1 - Total number of final year students who passed the university examination during the year	
95	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
http://www.gcjhandutta.in/	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
00	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
00	

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year	
3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year	
01	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File
3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
2	
File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year	
01	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File
3.3 - Extension Activities	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
During the session 2020-21 maximum curricular or extracurricular activities are done through online mode due to covid-19 pandemic. However the college was regularly in touch with the community through students and digital mode. To follow the SOP issued by central government and state government regarding covid 19 college regularly aware community and students through various means. With the collaboration of HRD, College has organized a one day workshop on Covid 19 behavior for its faculty, non teaching staff and students. This workshop is especially organized to equipped the students to mobilize community regarding psychological implications during covid pandemic. The speaker of workshop Mr. Samarth Sharma interacted with participants and shared their information on various skills to reach out through digital mode to the individuals and community as well in this pandemic especially who are fighting with covid-19, this time. The ideas of various skills were shared by the speaker like communicating with Covid-19 patient empathetically, sharing the information of medical essentials, giving emotional supports, providing help through NGOs, sharing the information of Covid-19 helpline number etc. All the faculty and non-faculty member of college shared their view too.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded
3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year	
3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
1	
File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File
3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year	
3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
1	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File
3.4 - Collaboration	
3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year	
00	

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded
3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year	
3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year	
1	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipment etc.	
The college has a policy for the creation and enhancement of infrastructure in order to promote a good teaching learning environment, according to its vision and Strategic Objectives. The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year need assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments and the Advisory Committee after reviewing course requirements, computer-student ratio, working condition of the existing equipment. The Time Table committee plans ahead for all requirements regarding the availability class rooms/labs classrooms, laboratories, furniture and other equipment's. whenever need arises to augment infrastructure in terms of classroom, laboratory books etc., DPR'S are submitted to the higher education department for allotment of funds and execution of work thereof. Distinguished features of the College include the following; The college ensures optimal utilization of the resources by encouraging innovative teaching learning practices like use of power point presentations, LCD projectors, smart boards etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extra curricular activities, parent teacher meetings . The college has upgraded IT infrastructure in view of the recent developments and change in technology to meet the teaching - learning requirements.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.gcjhandutta.in/
4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.	
The institution utilizes its resources to provide an environment to its students where they are encouraged to pamper in sports and extracurricular activities. This ensures a holistic development and an all-rounded personality. Students are trained in sports under the guidance of a qualified and specialized Physical Educational Instructor. Systematic training and encouragement is provided to those students who show extraordinary skills in different sports. These students are selected through selection trials. They are trained and encouraged to participate in various level of competition including intra college events, inter-university events, National events and international events. Intra-college events are also organized by the college to encourage students to participate. Track suits and all sporting gear are provided to the students for major/minor events. All the Participants are awarded with participation certificates. Winner and runners-up teams are duly rewarded by trophies. Yoga class/awareness Programme: Although the college doesn't have an established Yoga Centre but Yoga Day is celebrated every year and this year a one day yoga awareness Programme was conducted for the faculty and students by expert yoga trainers. Cultural activities: The college believes in all-round development of its students. It constantly encourages them to take part in extracurricular activities to spark their interests and cultivate leadership qualities as well as team spirit. Every year the college conducts cultural programs to make this happen. An Auditorium with a capacity of four hundred students is used for conducting different types of cultural programs	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.gcjhandutta.in/
4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.	
5	
4.1.3.1 - Number of classrooms and seminar halls with ICT facilities	
5	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.gcjhandutta.in/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File
4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)	
4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)	
10700000	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
The college is using Soul 3.0 software and library is fully automated. Library provide OPAC device to students and faculty members to have access books by subject, Author, Accession no and title. The total numbers of books in library are about 15000 and number of visitors per day is 50-100. The library has browsing centre, Xerox facility, Big size reading rooms for users. The library has also equipped with 15 computers to facilitate students .	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://www.gcjhandutta.in/
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	
E. None of the above	
File Description	Documents

Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)	
300000	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
50	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded
4.3 - IT Infrastructure	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
The college IT infrastructure was upgraded when special financial assistance was accorded to the college in 2020. The interactive board, LCD Projector, Printers, high configuration PCs were installed in the college. Smart classrooms equipped with interactive board, LCD projector, Digital Podium with inbuilt system, microphone system and speakers were installed. The whole college has been made wi-fi enabled after Airtel telecommunication installed wi-fi facility in the college in 2020. College is also availing the lease line internet facility from Airtel.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	a
4.3.2 - Number of Computers	
35	
File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded
4.3.3 - Bandwidth of internet connection in the Institution	
A. \geq 50MBPS	
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
849324	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
Institutional mechanisms for maintenance and up gradation of the physical infrastructure, academic and sport facilities, and equipment's are as under: Building Infrastructure: Being fully government institution, a constant effort is made to provide safe and secure space for equipment's and tools. There is a college development and construction committee to look after the maintenance, repair and constructional work related to the building. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee. All work is done through E-tender system by the government agencies as per norms. The minor faults related to the electricity and repairing of building are attended and repaired by the hired electrician, technician, carpenters etc. For the maintenance of toilets and service areas local fund college sweepers have been engaged for cleaning the toilets, washrooms, and buildings. Laboratory Equipments and machines: Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Maintains consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc. Physical verification of laboratory equipments and machines is carried out to record the functional and non functional equipments from time to time. The minor faults of laboratory equipments (if any) are attended and repaired by the concerned department staff or hired technician whenever necessary. Computer and IT infrastructure: Maintain stock register and dead stock register regularly to keep record of the functional and nonfunctional items. Maintenance and up gradation is looked after at departmental level and concerned technicians are hired whenever necessary. Furniture related items: There is a college development and construction committee which looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure. The committee brings the requirements regarding minor repair work into the notice of the worthy principal and certifies after the work is completed. The funds for the same are utilized out of local fund. Maintenance of Library/ Library Materials: Accession and withdrawal/ dead stock registers are regularly maintained to keep the record of updated and dead stock accessions. The college also engages local fund employees for dusting and cleaning the library materials. Sports Equipments: The sports department regularly maintains the stock register for the equipments and materials related to the sports. The dead stock register is also maintained to keep record of functional/ working and non-functional items.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.gcjhandutta.in/
STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
114	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefited by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
17	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	
E. none of the above	
File Description	Documents
Link to institutional website	https://www.gcjhandutta.in/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefited by guidance for competitive examinations and career counseling offered by the institution during the year	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	
A. All of the above	
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	
00	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
45	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
00	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded

Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms) The college encourages students to have student representative for every year in arts , medical , non Medical, and B.Com . In every session the college nominate its body of CSCA from the maritiorious students for proper representation of students. These representatives act as bridge between principal and students. The student representatives put the grievances of students (if any) to the principal, who orders the convener of Respective committee to handle that in a nice way. The percentage of completion of syllabus sought by the Hamachal Pradesh University before commencement of examination is verified from these students representatives before passing to university authorities. Most of teachers try to convey their message to other students via these representatives so that they learn leadership skills besides excelling in academics.	
File Description	Documents
Paste link for additional information	http://www.gcjhandutta.in/
Upload any additional information	No File Uploaded
5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)	
5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year	
File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File
5.4 - Alumni Engagement	
5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services As such there is not any registered Alumni Association in the college. But college organise regular meeting of Alumni for the betterment og college.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution The college is affiliated with H.P. University, Shimla. The Government of Himachal Pradesh is responsible for all educational policies. These policies are carried out by the Head of Institution with the help of the staff members of the college faculty. The administration is decentralised through the formation of numerous committees. Committees that are democratic and collaborative in nature. The college's principal delegated responsibility to various committees led by senior and experienced faculty members, with the goal of ensuring that all faculty members are represented, as well as their interests and expertise. The conveners of several academic and administrative committees collaborate with other teaching and non-teaching department staff to implement and carry out the department's goals. Every staff member's responsibilities are clearly defined via notices, meetings, and circulars that clearly define their involvement in the implementation of each given assignment. They are also given informal advice in order to make them aware of their responsibilities. To encourage more participatory management, all institutional administrative decisions are made by consensus and debate. Heads, teachers, non-teaching employees, and other stakeholders' opinions are taken into account and valued. The Principal makes decisions involving large-scale infrastructure expenditure after receiving clearance from a higher authority, such as the Director of Higher Education of the Himachal Pradesh government.	
File Description	Documents
Paste link for additional information	http://www.gcjhandutta.in/
Upload any additional information	No File Uploaded
6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management. As the college is manage by the Govt of Himachal Pradesh therefore all the institutional practices such as decentralization and participative management are done by according to government norms, UGC/HPU regulation. All the policies of education department are designed by the Government of Himachal Pradesh. These policies are executed by the Head of Institution with the cooperation of the college staff. However there is PTA and CSCA executive in college for enthusiastically involvement in the different developmental activities and its members have optimum and unprecedented liaison with college authorities and students for addressing different problems amicably. College has its own website for managing its all activities with an information system which takes care of various activities such as admission (online), office management, students' and feedback process. The college official website provides detailed information to all the stakeholders. The Library is also have SOUL software. The information can also be disseminated through other communication mode i.e. what's app, facebook, and mobile. To manage the administration and other information system of college, head of the institution/Principal take the all kind of feedback through staff meetings, PTA meetings and students	
File Description	Documents
Paste link for additional information	http://www.gcjhandutta.in/
Upload any additional information	No File Uploaded
6.2 - Strategy Development and Deployment	
6.2.1 - The institutional Strategic/ perspective plan is effectively deployed Admission of Students: Admissions are made in accordance with the Himachal Pradesh University's approved guidelines, which are updated on a regular basis. However, students must still apply for admission on a rolling basis in this year due to Covid-19 pandemic all the admission procedure done through online mode. However college has upgraded its website for smooth/updated procedure for admissin. Industry Interaction / Collaboration : During the current academic session, the college hosted a online webinar on Career Counselling to allow students to connect with specialists from many departments and ensure their employability. A representative from the near by project/industries of district of Bilaspur are regurly in touch with Career Counselling committee regarding maximum employibility of college students. Library, ICT and Physical Infrastructure / Instrumentation: The library is well equipped with internet facility. The library is regularly subscribing 11 Newspapers (Hindi /English) every day and 9-magazines periodically. In the financial year 2020-21 college purchased approx. 2 lakh rupees new books for the welfare of students. Research and Development : A Research and Development committee has been constituted by the college under the Chairmanship of Principal. This committee ensures designing research project proposals for seminars/conferences/workshops etc. In the financial year 2020-21 college has established a new research centre with the expediture of 5 lakh. Examination and Evaluation :Whole Examination process is conducted by the University as per its set norms, of course, with the help of college teachers and other staff members. Paper setting/Evaluation is done by teaching faculty appointed as paper setters/ examiners (Head/Sub Examiners) by the University. Teaching and Learning : Teaching and Learning process is facilitated with comprehensive and cognitive 'ICT and smart class room teaching programmes. Curriculum Development :Though it is the exclusive domain of University, faculty members are free to submit their relevant inputs in this regard to the University at personal level or through Board of Studies from time to time.	

Human Resource Management : The college administration is frequently motivating teaching staff for attending summer / winter school / pedagogical programmes so as to refresh their existing knowledge and gain exposure of teaching and learning strategies being practised at the global level. Likewise the students are also guided by the different faculty members at various platforms, so as to increase their efficiency and competence.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://hpuniv.ac.in/
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.
This is a government institution hence all the administrative setup is according to state govt norms which is also followed by UGC and HPU regulations. In government colleges in the state all the faculties are appointed through Public Service Commission for state cadre. Selection procedure follows all Govt and UGC norms. All the teaching and non-teaching staff has to follow the all Service, CCS and Financial Administrative rules set by State and Central Govt.

File Description	Documents
Paste link for additional information	https://hpuniv.ac.in/
Link to Organogram of the Institution webpage	http://www.gcjhandutta.in/ , https://education.hp.gov.in/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff
Department of Higher Education periodically organises competence enhancement programs for the supporting staff by Designing and executing specific viable modules through the prestigious institutions like Himachal Pradesh Institute of Public Administration (HIPA), SCERT Solan and with dis

As such there is no welfare scheme for the teaching and non teaching staff at institutional level but followings schemes are available for the Govt. Employees of our institution.

1. Faculty members are eligible for study leave of two years.
2. Medical leave is given to all the employees as per the norms.
3. There is provision of maternity / paternity leave as per trict administration. As such there is no
4. Duty leave is given to the employees for attending seminars/ conference /OP/RC.
5. All the employees are covered under GIS (General Insurance Scheme) and the premiums are deducted from the salary.
6. TA/DA is given for the employees whenever they go out for official work.
7. Various allowances like HRA, compensatory allowance and DA as per the Centre Govt. / State Govt. notifications are allowed.
8. There is full medical reimbursement of medical expenses including indoor medical Treatment.
9. All Govt. employees enjoy benefit of gratuity, commutation of pension and pensioner benefits.
10. Encashment leave benefit maximum of 300 hundred days is allowed at the time

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2. Medical leave is given to all the employees as per the norms.
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6. TA/DA is given for the employees whenever they go out for official work.
7. Various allowances like HRA, compensatory allowance and DA as per the Centre Govt. / State Govt. notifications are allowed.
8. There is full medical reimbursement of medical expenses including indoor medical Treatment.
9. All Govt. employees enjoy benefit of gratuity, commutation of pension and pensioner benefits.
10. Encashment leave benefit maximum of 300 hundred days is allowed at the time

File Description	Documents
Paste link for additional information	http://www.gcjhandutta.in/
Upload any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded

Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File
6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)	
6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year	
02	
File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File
6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff The students are asked to fill up the online prescribed feedback proforms in respect of faculty members teaching them, which are analysed and interpreted to assess and improve their performance. It is facilitating the use of smart classroom, information and communication technology and Wi-Fi facilities to make teaching- learning process more comprehensive, effective and meaningful	
1. Feedback mechanism from different stakeholders, viz., Students and parents, have been formalized.	
2. Buildings of the college have been made more friendly for differently- able-person.	
3. Teaching Learning process has been strengthened by the use of ICT.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
6.4 - Financial Management and Resource Mobilization	
6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words The institute has a mechanism for internal and external audit followed by settling of audit objections. National Social Service Scheme (NSS) fund has been audited by CA and RUSA grant and local funds have been duly audited by AG and PTA fund has also been audited by committee constituted by PTA executive body.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)	
6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)	
00	
File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File
6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources This is a Govt. college therefore the institution is totally funded by the Govt. of Himachal Pradesh and its agencies. However there is a PTA for the welfare of students and it is continuously do its best efforts to generate extra revenue/fund for college. There is special annually PTA fee for every student at the time of admission. For proper utilization of college resources administration follow govt and financial rules. For any kind of expenditure college make purchase committees and follow all codal formalities. For Govt and PTA funds there is a regular internal and external audits system through Department of Higher Education , AG office and other government agencies.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
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 It has effectively implemented SOP (Standard Operating Procedure) issued by Govt.of HP for teaching through ICT platform both Online and face to face Classroom during final year examination. IQAC is very active to maintain online contact with the students to enhance the quality of teaching learning process. 2 Yoga and meditation online sessions have also been started from the session 2020-21 for final year students of the college to make the students aware about its benefits and encourage them to practice yoga and meditation for improving their physical and mental well-being in view of covid pandemic. 3) Student's feedback about teachers was collected to ascertain the learning status of students and to further improve the quality of teaching learning process. 2) Under the able guidance of IQAC, Career guidance cell, NSS and Rover & Ranger organized a workshop on "Psychosocial support for COVID pandemiccondition in collaboration with MGNCRE, GOI on dated 11 June2021. 7) Student Feedback on Teachers was conducted. 8) Various societies (tollies) were formed for sustainable use of college recourse i.e. electricity, water and periphery greenery and plants.	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities The institution review its teaching-learning process and methodologies through students feedback forms on regular intervals. Through this feedback process the college administration take its decision for improvement of teaching-learning process. However college administration is bound to follow the all norms regarding structures and methodological operations because college is Govt. institution. As for as the incremental improvement is concern institution has to follow State Government financial rules.	
File Description	Documents
Paste link for additional information	Nil

Upload any additional information		No File Uploaded
6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)		C. Any 2 of the above
File Description	Documents	
Paste web link of Annual reports of Institution	http://www.gcjhandutta.in/	
Upload e-copies of the accreditations and certifications	No File Uploaded	
Upload any additional information	No File Uploaded	
Upload details of Quality assurance initiatives of the institution (Data Template)	View File	
INSTITUTIONAL VALUES AND BEST PRACTICES		
7.1 - Institutional Values and Social Responsibilities		
7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year		
Institution shows gender sensitivity in providing facilities such as: 1. Safety and Security: The Institute believes in gender equality and makes effort towards Gender sensitization. It believes that educated girls are an asset not only for the college and family but also for the whole society. The sensitivity towards the girl students at this institute is carried as follows: Safety and security Women development cell is led by a senior, confident and caring female teaching member. It is a good and healthy sign of academic work place that no pronounced complaint has been lodged by any girl student. Various moral and religious lectures from time to time, by scholars play a pivotal role in controlling any type of deviant behaviour. A Gender sensitization course is also offered by the different departments in the college.		
Counseling: The female teaching faculty in particular are advised to counsel girl students in class, parks, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually, as suits the situation. The teachers are further instructed to counsel in cordial and cooperative manner so that senses of belonging and loving care prevail among the student community. For personal hygiene awareness, medical lady doctors, gynaecologist are often invited to interact with students in assembly, where only female faculty members remain present. A good result of one to one talk, questioning, discussing comes to surface, demystifying the doubts in mental horizon of girl students. There is no report of ragging in the campus as it seems that the concept of ragging is completely erased from the minds of students. The ragging now is deemed historical and archived practice. Common Room: The college has a common room where first aid facility is provided at hand. The college provides basic medical aid, necessary for girl students. Medical aid is provided free of cost.		
File Description	Documents	
Annual gender sensitization action plan	Nil	
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil	
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above	
File Description	Documents	
Geo tagged Photographs	No File Uploaded	
Any other relevant information	No File Uploaded	
7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management		
Solid waste management For collecting the solid waste from nook and corner of the campus substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the parks, play field after use of lawn mower and bush cutter is collected and dumped for decomposition to be used as a source of bio fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure. Liquid waste All the liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured. E- Waste management The college has minimum e-waste. The waste if any is sold to vendors for recycling		
File Description	Documents	
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded	
Geo tagged photographs of the facilities	Nil	
Any other relevant information	No File Uploaded	
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above	
File Description	Documents	
Geo tagged photographs / videos of the facilities	No File Uploaded	
Any other relevant information	No File Uploaded	
7.1.5 - Green campus initiatives include		
7.1.5.1 - The institutional initiatives for greening the campus are as follows:		
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	B. Any 3 of the above	
File Description	Documents	
Geo tagged photos / videos of the facilities	No File Uploaded	
Any other relevant documents	No File Uploaded	
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution		
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities		
		B. Any 3 of the above
File Description	Documents	

Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words). Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities	
File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded
7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens The students and employees are sensitized about the constitutional obligations: values, rights, duties and responsibilities of citizens.	
File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded
7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above
File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded
7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals College celebrates national commemorative days like National Unity Day, Republic Day and Independence day.	
File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded
7.2 - Best Practices 7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual. 1. Due to heavy loads of nodes slow internet speed may be identified as a problem for the effective operation of the system and the problem can be resolved by increasing the speed/bandwidth from 1GBPS to 10 GBPS. 2. COVID-19 ISOLATION & QUARANTINE CENTRE: The institution has provided isolation and quarantine facilities to travelers during Covid-19 pandemic. Quarantine is the separation and restriction of movement or activities of persons who are not ill but who are believed to have been exposed to infection, for the purpose of preventing transmission of diseases. Persons are usually quarantined in their homes, but they may also be quarantined in community-based facilities. Goal: The purpose of quarantine during the current outbreak is to augment the Health Department to reduce transmission by: 1. Separating contacts of COVID-19 patients from community. 2. Monitoring contacts for development of sign and symptoms of COVID-19, and 3. Segregation of COVID-19 suspects, as early as possible from among other quarantined persons. THE PRACTICE & THE EVIDENCE OF THE SUCCESS: In April, 2020 to November 2020 the institution has provided the isolation and quarantine facilitation centers to the administration to tackle the situation. For this purpose, the Boys common Room, Theater-1 and Theater-2, and Girls Common Room was nominated, augmented with full facility of boarding and loading arrangements. For quarantined people and travellers college administration deputed staff members for their service 24x7. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED : Few staff members become victim of Covid-19 infection. The college administration faced difficulty to accommodate the huge number of travelers. The college is having less human resource; it became a hurdle to tackle the situation.	
File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded
7.3 - Institutional Distinctiveness 7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words Situating in the lap of nature, surrounded by lush green forests, side by fresh water meandering stream harbouring abundance of local fish. The institution has taken care of these blessings by showing zero tolerance towards environmental pollution. This fragile and ecologically sensitive ecosystem is being nurtured properly by the institution and has gained distinctiveness in terms of waste management. There are three types of wastes produced in our campus liquid, solid and e-waste. Liquid waste is produced from washrooms and science laboratories which is being drained through underground sewer system and is finally disposed of in an underground pit without touching the level of water table. E-waste is not being produced on daily basis and the waste quantity is very less, whosoever if produced in the form of discarded computers, batteries, CPUs etc. are being auctioned to the outsider vendor. Nonbiodegradable solid waste like plastics, polythene bags, junk food parcels are totally banned inside the campus.	

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded
<p>7.3.2 - Plan of action for the next academic year</p> <p>Govt Collega Jhandutta has identified the following plans of action for the next academic year.</p> <ul style="list-style-type: none"> ● To create an atmosphere for holistic development of students, faculty members and support staff. ● To facilitate continuous upgradation of knowledge and use of technology by both the students and teachers ● To fulfil its social obligation in terms of formal and informal education, dissemination of knowledge, organising programmes and activities for the benefits of the community and other stakeholders. ● To create awareness and initiate measures for protecting and promoting environment. ● To encourage and facilitate a research culture by promoting interdisciplinary research both by the students and faculty members. ● To identify talent among students for various sports and cultural activities. ● Covid vaccination to all the students of the college. ● Inaguration of New Science Block which is under construction 	



I here by declare that all the data entered are true to my knowledge.

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