YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	Government College Jhandutta
• Name of the Head of the institution	Smt. Anju Bala Sharma
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01978272700
• Mobile No:	7018222794
• Registered e-mail	gcjhandutta-hp@nic.in
• Alternate e-mail	gcjhandutta-hp@outlook.com
• Address	PO Jhandutta
• City/Town	Jhandutta Distt. Bilaspur
• State/UT	Himachal Pradesh
• Pin Code	174031

2.Institutional status

• Affiliated / Constitution Colleges	
• 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 **Sh. Satish Kumar**

- Phone No. **01978272700**

- Alternate phone No. **7018059159**

- Mobile **9418059159**

- IQAC e-mail address **gcjhandutta-hp@nic.in**

- Alternate e-mail address **gcjhandutta-hp@outlook.com**

3.Website address (Web link of the AQAR (Previous Academic Year) www.gcjhandutta.in

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: www.gcjhandutta.in

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.57**	**2019**	**04/03/2019**	**03/03/2024**

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
Govt. College Jhandutta	**Construction of Science Block Building**	**H.P. Govt.**	**2021-22**	**10000000**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year   `04`

- 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)

`1. Optimum use of ICT facilities like smart class rooms, multimedia devices etc. was made amid Covid-19 situation for taking online classes. A smart siren/sound system was installed for quick spreading and sharing of important information with students. 2. Organized activities and programs to motivate and spread awareness regarding Covid-19 prevention among students. 3. To mark the celebration of 'Azadi ka Amrit Mahotsav', a number of activities were organized to instill patriotic spirit among students. 4. Adherence to SOPs to combat Covid-19 by following appropriate behavior was ensured in the college by student and staff members. 5. A number of activities on Road Safety Rules were organized to motivate the students to follow rules and regulations while driving vehicles.`

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
1. Measures to combat Covid-19 and Adoption of Covid appropriate behavoiur in the college.	1. Provisioning of hand sanitizers, hand wash, disinfectants, social distancing etc. was made and Covid appropriate behavior was followed strictly in the college. Vaccination drives against Covid-19 were organized in collaboration with Health Deptt.
2.Use of smart class rooms, multimedia devices, e-resources etc. during Covid-19 to take on line classes.	2. Extensive use of available ICT facilities available in the college was made by teachers in college and their home to make the learning process more effective.
3. Organization of activities and programs to mark the celebration of 'Azadi Ka Amrit Mahotsav'.	3. Various activities like Quiz competition, declamation, slogan writing, poster making etc. were organized in the college to instill patriotic spirit among students.
4. Upgradation of process of Online admission in the college.	4. The process of online admission in the college was made more robust by making desired changes in the admission software. The provision of depositing admission fee online was made in the software.
5. Installation of Smart siren/sound system.	5. A smart siren cum sound system was purchased and installed in the three floors of the college building for immediate communication and spread of important information to the students.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Advisory Committee and IQAC	02/05/2023

14.Whether institutional data submitted to AISHE

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• If yes, mention the amount	

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- Name of the statutory body

Name	Date of meeting(s)
College Advisory Committee and IQAC	02/05/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	31/12/2022

15. Multidisciplinary / interdisciplinary

This college is affiliated to Himachal Pradesh University, Shimla and strictly adheres to the curriculum framed by the university. Presently, Choice Based Credit System (CBCS) framed by UGC is being implemented in BA/BSc/BCom. The Himachal Pradesh University, Shimla has planned to implement the new curriculum as per NEP 2020 from the next academic session and the same will also be adopted by the college. In the present curriculum, the students take up Generic Elective (GE) and Skill Enhancement Courses (SEC) across departments thus exercising academic freedom and multidisciplinary approach. The students are also promoted to participate in NSS, Rovers & Rangers, etc.

16. Academic bank of credits (ABC):

Academic Bank of Credits has been established on the lines of the National Academic Depository (NAD), where the students' academic data are held and academic awards are stored (i.e., storehouse of academic awards). Despite the fact that ABC enables students to register or commence credit transfer, the final outcomes of credit redemption and issuance of certificates, as well as the compilation of award records, are administered by academic institutions. This college is also committed to register under ABC. The students of the college have been directed to register themselves on the portal (www.abc.gov.in) for Academic Bank of Credits. They have also been advised to do the registration for Academic bank of credits (ABC) through Digilocker Application.

17. Skill development:

There is need to provide skill-based learning in higher education to help students receive vocational training besides

academics to improve their chances of better employment and a successful career. This will provide multiple opportunities to students who will acquire skills related to particular professions along with general education. To give a boost and develop skills of the students, various skill enhancement courses (SECs) are offered in undergraduate course curriculum of BA/BSc/BCom. The efforts are being made by the college to offer various certificate and add-on courses to enhance the skills of students and making them employable after doing their education.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The students of BA/BSc/ BCom are given opportunity to learn Indian languages like Hindi and Sanskrit thereby promoting Indian culture. The study of languages emphasizes skills in communication besides cultural ideologies. In the departments of social sciences, and commerce the medium of instruction is bilingual i.e., Hindi and English whereas in sciences the medium is English. The college also publishes magazine 'Rukmini Dhara' to promote writing skills of students in English, Hindi as well Sanskrit. The magazine also provides a platform for Pahari dialect in Pahari Section of the magazine. The curriculum in Music imparts knowledge on Hindustani music as well as folk music of Himachal Pradesh.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome based education aims to create a clear expectation of results that students must achieve. The students after graduation must meet a specific standard with regard to development of skills, knowledge and attitude. This college always focuses on outcome-based education. In Choice Based Curriculum System (CBCS) every programme and its courses have been designed to focus on their learning outcomes to prepare the students according to the world economic scenario. In strict compliance with the objectives of Outcome Based Education (OBE) and the course curriculum notified by the affiliating Himachal Pradesh University, the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed and finalised by the concerned departments.

20.Distance education/online education:

Distance education/online education plays an important role in today's education system. This college caters to the educational needs of remote areas of the region. The college has made good efforts for the optimum use of online classes amid Covid-19

pandemic. The Covid-19 situation has transformed online teaching as a new normal mode of teaching-learning process in addition to the conventional classroom interface. The college faculty used ICT resources like smart class rooms, multimedia devices, internet services, PPTs, projectors, interactive panel displays, smart boards etc. at both the college and personal level. However, the access to online education still remains a challenge for us with the students predominantly belonging to rural and far-flung areas facing issues like irregular power supply, poor internet connectivity, and above all non-affordability of required devices.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	14

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	592

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	SC=15%, ST=7.5%, EWS=10%, Sports=5%, Cultural=5%, Divyangjan=5%

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	191

File Description	Documents
Data Template	View File

3.Academic

3.1	**15**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**18**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**10**
Total number of Classrooms and Seminar halls	

4.2	**10000000**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**40**
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 head of every department submits a workload statement at the beginning of every year and time-table is prepared. Accordingly, each department prepares its own teaching plan allotting term-wise

topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. the students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. Subject tours and industrial visits are organized to provide practical exposure to the students. Seminars, The effective delivery of the curriculum includes a wide variety of steps like work culture, supervision and revision through periodic meetings with the principal, faculty and students. The college has taken the following initiatives for effective curriculum planning, development and deliverance: CBCS model as per the 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 University guidelines.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.gcjhandutta.in

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 a structured and documented process for implementing the curriculum. It is as follows: • Before the commencement of the year, the faculty members prepare an academic calendar based on the calendar prepared by the affiliating University. This academic calendar includes the dates for internal examinations, seminars, workshops, expert talks, add-on programsand other cocurricular and extra-curricular activities. • HOD prepares the class timetable, and course plan for the year. The course plan containing class timetable, year calendar 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 examination, reviews the year completed, and discusses with them about the next year. They incorporate the suggestions and prepare the course plan and distributes them to the students. • Faculty members revise the COs of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure achievement

of the COs. Faculty members also prepare assignments and case studies in advance. They also prepare a question bank of their courses. Resources like relevant websites and e-resources are made available for advanced learners • IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of answer schemes, progress of the lab sessions, etc.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.gcjhandutta.in

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

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

14

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

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

The teaching-learning process in the collegefocusses onissues like Gender, Human Values, Environment and Sustainability in various

subject curricula. Moreover, the college alsoorganizes various activities that endeavour to integrate the crosscutting issues relevant toProfessional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.TheCollege organizes a number of programs and activitiesto instill values of professional ethics among the students.The curriculum of Humanities and Sociology gives special attention to the issue of gender concerns.Human Values are inculcated with the delivery ofcurriculum at the centre of teaching-learning process.There are topics related to environmentin curriculaof Languages, Political Science, Economics, Zoology, Botany and Geography to create awareness regarding conservation of environment.

File Description	Documents
Any additional information	No File Uploaded
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

02

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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

`15`

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)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	www.gcjhandutta.in

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1120

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

232

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 asses 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. 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. 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	**Nil**
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
592	**15**

File Description	Documents
Any additional information	View File

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). 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	www.gcjhandutta.in

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, Whatts 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. Collegeisalso 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	www.gcjhandutta.in

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

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

15

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

15

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	View File
Link for additional information	www.gcjhandutta.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	[View File](#)
Link for additional information	Nil

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	View File
Paste link for Additional information	www.gcjhandutta.in
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 collegegot by the students, the parents, the teachers, the employees and the alumni. The exam results of the outgoing students during the session 2021-22 was exemplary with 186 studernts clearing the graduate exam out of 191.

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

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

186

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)

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)	No File Uploaded

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

`00`

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

`01`

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	[View File](#)
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 2021-22 maximum curricular or extracurricular activities are done properly as per HPU guideline . The college was regularly in touch with the community through students anddigital mode. The college adminstration and faculty members sesitize the neighborhood community through NSS and Rover & Ranger volunteers by organising ralliesand camps. In the session 2021-22 India was celebrating Its 75th independence anniversery with the logo of Amrits Mohtasav during this celebration college organise many activities like quiz competions, poster making, declemation petrotic songs,slogan writing and poetry recitation. All these activities improve the quality education and holistic development of students.

File Description	Documents
Paste link for additional information	https://www.gcjhandutta.in
Upload any additional information	View File

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**

05

File Description	Documents
Reports of the event organized	View File
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

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

00

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.

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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://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. 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	View File
Paste link for additional information	https://www.gcjhandutta.in/

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

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

05

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://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)

100

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)

For the automation of library in the college,Soul 3.0 software has been purchased and installed in library. The total numbers of books in library are about 5000 and number of visitors per day is 50-100. The library has browsing centre, Xeroxfacility, Big size reading rooms for users. The library isalso equippedwith 15 computers with internet facilityto facilitate the students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://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)

00

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

200

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

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 college has been made partially wi-fi enabled after Airtel telecommunication installed leased line in the college in 2020.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.gcjhandutta.in

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	**C.10 - 30MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

`10000000`

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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://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

129

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
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 benefitted 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

20

File Description	Documents
Upload any additional information	[View File](#)
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	`C. 2 of the above`

File Description	Documents
Link to institutional website	//www.gcjhandutta.in/
Any additional information	[View File]()
Details of capability building and skills enhancement initiatives (Data Template)	[View File]()

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`01`

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

`240`

File Description	Documents
Any additional information	[View File]()
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	[View File](#)
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

08

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

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

76

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
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

`01`

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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)

In accordance with the rules and regulations framed by the university, the college appointsCSCA office bearersand class representatives which act as a bridge between teaching faculty and the students. The representatives participate actively in various curricular and co-curricular activities throughout the academic year. The members of student council also comprise of nominated NSS, cultural and Rovers & Rangers club who participate proactively in various activities, functions and sports events conducted in the college. The students are provided with invalueable experience to coordinate with the staff members in

performing co-curricular and extra curricular activities and enhance their personality by taking responsibility of the activities.

File Description	Documents
Paste link for additional information	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

00

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

There is Alumni Association in the college and efforts are being made to register the same. The Alumni Association contribute to the development of institution through its advices and active support onvarious occasions.

File Description	Documents
Paste link for additional information	www.gcjhandutta.in
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 framed in the institution. 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. 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	https://www.gcjhandutta.in
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

As the college is managed by the Govt of Himachal pradesh therefore all the institutional practices such as decentralization and participative management are done according to government norms which are in consonance with UGC guidelines. 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. In addition to thatthere is PTA and CSCA executive in college which isenthusiastically involvedin 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 all its 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 also has SOUL software. In addition to that 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 takes all kind of necessary feedbackthrough staff meetings, PTA meetings and students.

File Description	Documents
Paste link for additional information	https://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.The principal decentralises and notifies the admissions duty chart. The coordinators supervise the whole admission process. The admission committees headed by a convener are constituted class-wise.The online admission committee coordinates with other administrative units of the College for online admission-related issues, fee payment, record keeping etc. However, students must still apply for admission on a rolling basis after passing their examinations. However college has upgraded its website for smooth/updated procedure for admission.

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.

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.

Examination and Evaluation :Examination process is conducted by the University as per its set normswith 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 :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

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

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. Therefore, the college staff and non-teaching employees are suitable and qualified to carry out the functioning of the college.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	www.gcjhandutta.in
Upload any additional information	[View File](#)

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	[View File](#)
Any additional information	**No File Uploaded**
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 comprehensiveenhancement programs forsupporting staff by designing and executing specific viable modules throughprestigious institutions like Himachal Pradesh Institute of Public Administration (HIPA), SCERT Solan and DIS.Following welfare scheme for the teaching and non teaching staff 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 state administration.

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.

File Description	Documents
Paste link for additional information	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

0

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

0

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

08

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 to evaluate faculty members teaching them, which are analysed and interpreted to assess and improve their performance. The institution encourages use of smart classroom, information and communication technology and Wi-Fi facilities to make teaching-learning process more comprehensive, effective and meaningful. It also takes feedback from students regarding upgrading the college infrastructure and Feedback mechanism from different stakeholders, viz., Students and parents, has been formalized.In addition to that buildingof the college hasbeen made more friendly for differently- abled persons and teaching learning process has been strengthened by the use of ICT.

File Description	Documents
Paste link for additional information	www.gcjhandutta.in
Upload any additional information	View File

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

Being an institute of HP Government and affiliated to HP University the college 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. PTA fund has also been audited by committee constituted by PTA executive body.

File Description	Documents
Paste link for additional information	www.gcjhandutta.in
Upload any additional information	View File

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)

0

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. Howere there a PTA body is framed annually for the welfare of students and it is continuosly puts forth best efforts to generate extra revenue/fund for college. There is a special annual PTA fee for every student at the time of admission. For proper utilization of college resources adminstration follow govt and financial rules. In order to incur any kind of expenditure the college forms purchase committees and follows 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. The under construction new College Building is being done under the supervison of PWD department.

File Description	Documents
Paste link for additional information	www.gcjhandutta.in
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

The IQAC of the collegeendeavours tocontributesignificantly for institutionalizing the quality assurance strategies and processes:

1.The college has effectively implemented SOP (Standard Operating Procedure) issued by Govt.of HP for teaching through ICT platform both online and face to face classroom teaching in the Covid-19 situation.

2.IQAC is active to maintain online contact with the students to enhance the quality of teaching-learning process in the college.Student's feedback is collected to ascertain the learning status of students and to further improve the quality of teaching learning-process.

3. The IQAC makes efforts to provide a congenial work environment to human resources and learning environment forstudents.

4. It also strive to enhance professional competence of the faculty by encouraging them to adopt innovative methods of teaching and using latest technologies.

5. Under the guidance of IQAC, the Career Counselling and Placement cell, NSS, Rangers & Rovers and othe clubs organize various sensitization programs for the students.

6.The IQAC of this college plays a pivotal role in the enhancement and sustainability of quality in the educational services provided by the institution.

File Description	Documents
Paste link for additional information	www.gcjhandutta.in
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 reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms:

Some of the classrooms and lecture halls have been equipped with ICT facilities such assmart interactive panels, projectors withinbuilt CPUor digital podium. Internet connectivity is enabled in someclassrooms/halls, officesthroughLAN connectivity and internet lease line with bandwidth of 11Mbps. Week wise lesson plans along with pedagogy for the entire sessionare prepared.The teaching lesson plans are available department-wise on the college website. The academic calendar is prepared through participative methods and is kept in tune with the conduct of university examinations and sports calendar. The college observes complete

transparency in the award of internal assessment based on the performance of the students in internal examinations, assignments, seminars, attendance etc. which is displayed on the notice board. These reports are analysed, recommendations made, and teaching learning process modified suitably.

The collegereviews 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.

File Description	Documents
Paste link for additional information	www.gcjhandutta.in
Upload any additional information	View File

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)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	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

The Institution takes measuresto promote gender equity and gender sensitivity.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:

1.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 timeby 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.

2.Counselling: 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. For personal hygiene awareness, medical lady doctors, gynaecologist are often invited to interact with students in assembly, where only female faculty members remain present. There is no report of ragging in the campus. Ragging is now deemed a punishable offence.

3.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	The College selects a group of Senior students as Gender Champions every year to spread the message of Gender Equality.
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	a. Safety and Security: To beef up the safety and security especially that of girl students in the college, CCTV surveillance cameras have been installed at different locations in the college premises. b. Different programs are organized in the college from time to time for the counseling and sensitization of girl students related to their issues. A sanitary napkin vending machine has been made available in the girls toilet to promote personal hygiene among the girl students. c. There is provision of girls common room in the college to provide them space for doing their activities during free time.

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	View File
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 wasteis 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. Students are motivated to manufacture natural bio-enzymes as cleaning agents and eco bricks.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
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	View File
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: — C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
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	**E. None 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	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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 to promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and hormaony. 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 socio-economic and other diversities.Students are admitted to the college by a strict adherence to reservation policies and rules, ensuring justice and equality to all categories of students.The student community of the college is made conscious of their rights and social responsibilities. The activities of the NSS highlight social responsibility and commitment to the underprivileged sections of the society.The college staff and institution celebrated Azaadi Ka Amrit Majaotsav with great enthusiasm by organising various events and rallies in order to promote spirit of patriotism and harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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 senitized about the constitutional obligations: values, rights, duties and responsibilities of citizens. The students are well aware of their rights and duties. The teachers motivate them to be enlightened and spread awareness among people.To promote equity among the students belonging to different socio-economic strata, the financial assistance in the form of scholarships are provided to SC, ST and OBC students sponsored by the Govt. of Himachal Pradesh and Government of India.The Preamble ofthe Constitution has been displayed in a prominent place in the college Prospectus cum handbook of Informationto create awareness regarding constitutional obligations among students and employees of the college. The constitutional values are reflected in the academic, curricular co-curricular and extra-curricular activities of the college. The academic content and its delivery to the students iswell rootedin constitutional principles.As a part of the moral, social, national, and global human responsibility, environmentally safe practices like plastic ban, water conservation, cleanliness and antipollution practices are instilled among the students. The college has organisedvoter-registration driveto register first time voters under SVEEP.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

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	View File
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	View File
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 Independance day with great zeal. The college staff and students celebrate these days with great enthusisam and various events including declamation, quiz, patriotic song and rallies conducted by NSS wing of the college and Rovers and Rangers club.The college celebrates National Days like Gandhi Jayanti and Swachhta Mission , National Science Day , Indian Armed Flag Day, National Voters Day, National Sports Day. Events like Vanmahotsav is observed by Eco Club,NSS, Rovers & Rangers. National Hindi Diwas is celebrated by organising a program by Department of Hindi. Functions are also organised in the the college to mark the celebration of International Women's Day and Yoga 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	View File
Any other relevant information	View File

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. The institution has ICT enabled Smart Classroom, Lecture theater, computer lab and career guidance cell. It provides the

students with high speed internet to facilitate them with updated knowledge.The presence of ICT in education allows for new ways of learning for students and teachers and transforms them into employable and competitive individulas and the institution is committed to their develpment.

2. The institution has banned the use of plastic within the campus and encourages the students to maintain a clean environment through varous activities like preparing and using bio-enzymes as cleaning agents. We are commited to intitiate innovative environment friendly practices like making eco-bricks, banning plastic use in college campus and regular plantation drive.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
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

Situated 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	[View File]
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Govt Collega Jhandutta has identified the following plans of action for the next academic year

- **•To facilitate continuous upgaradation 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 benifits 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**
- **Training Progam will be organized to sensitize the students and staff members to preapare and use environment friendly bio-enzymes as cleaning agents in college campus.**
- **The plastics gathered in the college will be disposed properly by making eco-bricks.**
- **Teaching,Non-teaching staff and students will be motivated to participate in voluntary service towards cleaniliness and environment conservation in the college campus.**
- **Students and staff will be encouraged and involved in gaining spiritual values through Yoga and Gita Classes.**