Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVT. COLLEGE SANJAULI, SHIMLA**
Name of the head of the Institution	**Dr. Chander Bhan Mehta**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01772640332**
Mobile no.	**9418474124**
Registered Email	**principalsanjuali@gmail.com**
Alternate Email	**iqacgcsanjauli@gmail.com**
Address	**Govt. College Sanjauli, Shimla-6**
City/Town	**Shimla**
State/UT	**Himachal pradesh**
Pincode	**171006**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Ravinder Chauhan**
Phone no/Alternate Phone no.	**01772640332**
Mobile no.	**9418106966**
Registered Email	**principalsanjauli@gmail.com**
Alternate Email	**iqacgcsanjauli@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://gcsanjauli.edu.in/files/aqar/aqar2017_18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://gcsanjauli.edu.in/files/admission/academic_calender_2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.75**	**2004**	**05-May-2004**	**04-May-2009**
2	**B+**	**2.63**	**2017**	**02-May-2017**	**01-May-2022**

6. Date of Establishment of IQAC	**22-Dec-2012**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Programme on Nutrition(Poshan Maah)	**10-Sep-2018** **30**	**158**

Conducted SVEEP	30-Oct-2018 1	300
Campaign against Drug Abuse	23-Aug-2018 100	2500
All India Inter-university Kabaddi Championship held	02-Oct-2018 2	200
Library upgraded with books under RUSA grant	10-Aug-2018 30	2500
Coaching classes for various entrance and competitive exams	10-Sep-2018 60	30
Organized workshop on Disaster Risk Reduction	16-Aug-2018 3	300
[View File]()		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Government College Sanjauli, Shimla	RUSA	MHRD	2018 365	10000000
Government College Sanjauli, Shimla	Travel Grant	UGC	2018 15	81898
[View File]()				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File]()
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Developed infrastructure and upgraded laboratories with latest requirements.

Acquainted the teachers with the values of institutional accreditation and new methods of NAAC accreditation.

Made arrangements for sending bulk messages through the college gateway.

45 Computers were purchased and installed with an internet facility.

Library facilities were upgraded

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

Plan of Action	Achivements/Outcomes
yes	report uploaded
UV purifier with 1000lt/hour capacity was installed and connected to taps for students and teachers	The proposed purifier was installed and connected to multiple taps for drinking water for students and staff.
All India Interuniversity Kabaddi Championship to be held	The proposed Championship was organised
Library to be upgraded with books under RUSA grant	New books were bought for all subjects/departments
Coaching classes for various entrance and competitive exams	20 students were enrolled for coaching of which, four got through different exams
Classrooms in the Arts Block to be tiled and repaired	Five rooms in the Arts Block were tiled
Teachers to be encouraged to participate in conferences and get published	Teachers attended Refresher Courses, conferences, workshops. Presented papers and published papers.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2019
Date of Submission	26-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College is affiliated to Himachal Pradesh University and follows the Syllabus and Curriculum designed by the university. The college conducts regular meetings with the staff members and the heads of the teaching department to develop various strategies for effective implementation of the curriculum. Teachers are encouraged to implement the curriculum through innovative teaching methods such as presentations, assignments, discussions, seminars and class tests apart from traditional methods. At the beginning of each academic session, departmental meetings are held in every department in which the syllabus is discussed thoroughly and workload is divided among the teachers on the basis of their interest/specialization. College administration provides a well constructed weekly Schedule/ time table for each class. Departmental Heads prepare the faculty time table which is approved by the Principal. Teachers prepare their lectures according to the syllabus allotted and classes available. Time Table is strictly followed. The members of various teaching faculties also conduct their meetings and develop academic teaching plans keeping in view the number of working days available. The syllabus is divided into units which are to be completed by given deadline. The content of the syllabus taught is tested through various class tests and Midterm examination so as to orient them for end semester examination conducted by Himachal Pradesh university. CCA (Continuous comprehensive evaluation) has also been introduced with special focus on the program structure, evaluation, grading system and as such the emphasis is laid on each component in the overall evaluation system. Midterm test form a part of internal assessment which is awarded towards the end of the semester. Other components of the internal assessment are attendance and marks given for assignments and classroom interaction. We have a very rich central library with the open access system. A good number of Journals (Science, arts and commerce) are subscribed by our college. N-list (e-books and e-journals) facility is available for teachers and also for the students. We have also the facility of online lectures through Video Conferencing with high speed internet (lease line). The office maintains all records pertaining to students, infrastructure , teachers, admissions and results. Teachers are responsible for maintaining records regarding students' assessment, attendance and other activities. Records registers are maintained for all clubs, societies and committees. Reports and minutes of meetings are maintained in these registers. The website is maintained as the mainstay of important information. The IQAC is responsible for documentation of the planning, analyses and action regarding developmental and quality enhancement processes. The following teaching methods /facilities are used accordingly: a. Chalk and Blackboard method b. ICT-enabled teaching-learning method (Use of K Yan, Use of different software, films, documentaries, online sources) c. Use of Scientific models and charts for effective lecture delivery d. Group discussion among the students during the class g. Seminars

for students. e. Paper presentation by the students (also, using p.p.t.) f. Experiential learning in departmental laboratories.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Geology	01/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Geography	01/07/2013
BA	Physical Education	01/07/2013
BCom	Commerce	01/07/2013
BSc	Physics	01/07/2013
BSc	Chemistry	01/07/2013
BSc	Botany	01/07/2013
BSc	Zoology	01/07/2013
BSc	Geology	01/07/2013
BSc	Computer Science	01/07/2013
BSc	Mathematics	01/07/2013
BCA	BCA	01/07/2013
BA	English	01/07/2013
BA	Hindi	01/07/2013
BA	Sanskrit	01/07/2013
BA	Economics	01/07/2013
BA	Political Science	01/07/2013
BA	History	01/07/2013
BA	Public Administration	01/07/2013
BA	Sociology	01/07/2013
BA	Philosophy	01/07/2013
BA	Music	01/07/2013
BA	Mathematics	01/07/2013

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Generic Courses	01/07/2018	597
BCA	01/07/2018	120
E Commerce	01/07/2018	20
	[View File]( )	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	OJT (Retail Management Students) Level -5&Level 6	44
BVoc	Hospitality and Tourism	178
	[View File]( )	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Students' feedback is obtained to analyze the overall progress of the college before they pass out of college. This is done by the Internal Quality Assurance Cell (IQAC). which is mandated to conduct the internal quality audit of the academic and administrative activities of the college. Students are asked to fill up feedback proforma where they not only evaluate their teachers but also tell their experience of the college. The feedback is about the academic, administrative, and cultural atmosphere of the college, canteen, laboratory, library, etc. Since parents are significant stakeholders, their feedback is sought to assess the degree of their satisfaction. They are asked about their opinion of the college and the teachers who teach their wards. The college has a Parent-Teachers Association (PTA) which meets every now and then to discuss the ways meant to uplift the overall atmosphere of the college. The parents interact with the staff during the PTA meetings and share their suggestions on various aspects of the development of their children. Suggestions of the parents are taken up in the Advisory Council of the college for consideration and appropriate action. The various other committees of the college also deliberate during their frequent meetings and apprise the Principal of the college of their findings. The proposals given by the different committees and departments are discussed in the staff meetings for further necessary action and implementation. Feedback is also sought from the alumni and employees to include meaningful suggestions and inferences in prospective planning. The feedback is invited on the NAAC prescribed form, analyzed and shared with the

academic and administrative staff. The prospective plan for the next year was made with the findings of the analysis at its center. At the end of the academic session, stock is taken to analyse the actions taken for improvement of drawbacks and implementation of suggestions.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BVoc	B Voc	180	200	165
BCA	BCA	120	178	113
BCom	BCOM	240	523	240
BSc	Physical Sciences, Life Sciences	760	921	670
BA	BA	1800	2398	1575
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2803	0	55	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
56	56	178	5	2	2
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

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

Yes, the College has a well-established policy of mentoring newly admitted undergraduate students. The students are admitted from various socio-economic backgrounds from across the State. They are allotted a Mentor/teacher, in the beginning of the academic session itself, to look after the child's emotional, behavioural, academic, and psychological wellbeing and also monitor the class attendance and performance. Each teacher is allotted around 60 students on an average.They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required.The college organizes the Orientation/Induction meeting for fresh students in the first week of the session. All the faculty members are introduced to the students. The mentor, in exclusive Mentor-Mentee sittings, focuses on inculcating moral values and character development of the students under his/her care. The mentor also keeps a record about the students under his charge who have been asked to attend Remedial Classes. The leave requests, for less than five days duration, are first allowed by the allotted mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2803	55	1:51

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
52	51	1	0	24

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr.Inder Thakur	Assistant Professor	Anterrashtriya Tathagat Srijan Samman (Sidharth Kala Sahitya) (U.P)
2018	Dr. Inder Thakur	Assistant Professor	Purvottar Accademy Samman
2019	Dr. Inder Thakur	Assistant Professor	Ramchander Shukla Rashtriya Samman
2019	Dr. Inder Thakur	Assistant Professor	Achaarya vishnukant Shastri Samman
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	TDC	1ST YEAR, 3RD, 4TH, 5TH, 6TH SEM	20/05/2019	24/06/2019
BSc	TDC	1ST YEAR, 3RD, 4TH, 5TH, 6TH SEM	20/05/2019	24/06/2019
BCom	TDC	1ST YEAR, 3RD, 4TH, 5TH, 6TH SEM	20/05/2019	24/06/2019
BVoc	TDC	1ST TO 6TH SEM	20/05/2019	24/06/2019
BCA	TDC	1ST TO 6TH S	20/05/2019	24/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation system of the institution is fair and transparent. The students are informed about the nomenclature of the evaluation system in the Induction Meeting itself and at regular intervals during classes. After the conduct of the mid-term examination, which is for 15 marks, the evaluated answer scripts are shown to the students and discussed with them. In case, they are dissatisfied with the awards, the teacher concerned addresses their query on the spot itself. The other component is assignment presentation in which open presentations are done in the class and the score is revealed on the spot itself. The criteria for attendance marks are laid out in Prospectus of the college and the students are marked accordingly. Still, if any student has any grievance, he/she is free to approach the Principal and the applications are marked to the Head of the Department and teacher concerned. Most applications received from students relate to End Semester Examination awards which are conducted by the affiliating University. Most of the complaints are related to the non-uploading of ESE marks by the affiliating university.

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

The institution shares the Academic Calendar for the year in the Prospectus itself at the beginning of the academic session. It is made in consultation with the Principal, IQAC and all the Heads of various departments. It also contains the dates for the conduct of co-curricular and extra-curricular activities. The conveners of various committees and HoDs ensure that efforts are undertaken to follow this schedule in true letter and spirit. Besides many other activities to be undertaken during the year, the Academic Calendar has dates marked for the conduct of Internal and End Semester/Year examinations. The Internal exams are held in the month of December or February and the ESE in the month of March/April for Annual system as per instructions from HPU and in the months of March/April and September/October for the even and odd semesters respectively. Similarly, the schedule of Practical examinations is shared by the affiliating university, which, as per habitual practice is conducted in the month of February.The other major activities of clubs, societies and units like NCC, NCC, RR, SCA Investiture ceremony and Cultural Fest.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://gcsanjauli.edu.in/departments.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCA	BCA	Nill	40	35	87.5
BCom	BCom	Nill	75	73	97.3
BSc	BSc	Nill	179	166	92
BA	BA	Nill	489	480	98
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2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	00	0	0

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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	Nill

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	Nill	Nill	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00		

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

Name of the Department	Number of PhD's Awarded
NA	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	7	Nill
International	Political Science	1	Nill

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

Department	Number of Publication
Music	2

Chemistry	2
Political Science	1
Physics	2
Hindi	1
Economics	1
Principal	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Analysis of Cd2 and In3 ions doping on microstructure, Optical, Magnetic and Mossbauer Spectral properties of solgel synthesised BaM Hexagonal Ferrite based non material	Kirti Singha	Journal of Molecular Structure	2018	5.1	SHOOLINI UNIVERSITY	80
A review on Structural, electirical and magnetic properties of Y-type hexaferrite synthesized by sol-gel auto-combustion technique	Kirti Singha	Journal of Molecular Structure	2019	5.1	SHOOLINI UNIVERSITY	80
Analysis of Cd2 and In3 ions doping on microstructure, Optical, Magnetic	Monika Chandel	Journal of Molecular Structure	2018	5.1	SHOOLINI UNIVERSITY	80

and Mossbauer Spectral properties of solgel synthesised BaM Hexagonal Ferrite based non material						
A review on Structural, electirical and magnetic properties of Y-type hexaferrite synthesized by sol-gel auto-combustion technique	Monika Chandel	Journal of Molecular Structure	2019	5.1	SHOOLINI UNIVERSITY	80
Influence of H0-Ni-Mn substitution on the structural and magnetic behaviour of Ba-Sr-Co2Z type nanohexaferrites extension up to Mossbauer investigations	Monika Chandel	Applied Physics A: Materials Science amp Processing Springer	2019	4	SHOOLINI UNIVERSITY	154
Influence of H0-Ni-Mn substitution on the structural and magnetic behaviour of Ba-Sr-Co2Z type nanohexaferrites	Kirti Singha	Applied Physics A: Materials Science amp Processing Springer	2019	4	SHOOLINI UNIVERSITY	154

extension up to Mossbauer investigations						
First Principle studies of Si clustrers	Dr. Pawan Kumar	AIP Conference Proceedings	2019	Nill	Nill	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Analysis of Cd2 and In3 ions doping on microstructure, Optical, Magnetic and Mossbauer Spectral properties of solgel synthesised BaM Hexagonal Ferrite based non material	Dr. Kirti Singha	Journal of Molecular Structure	2018	4	80	SHOOLINI UNIVERSITY
A review on Structural, electirical and magnetic properties of Y-type hexaferrite synthesized by sol-gel auto-combustion technique	Dr. Kirti Singha	Journal of Molecular Structure	2019	4	80	SHOOLINI UNIVERSITY
Analysis of Cd2 and In3 ions doping on microstructure, Optical,	Monika Chandel	Journal of Molecular Structure	2018	4	80	SHOOLINI UNIVERSITY

Magnetic and Mossbauer Spectral properties of solgel synthesised BaM Hexagonal Ferrite based non material						
A review on Structural, electirical and magnetic properties of Y-type hexaferrite synthesized by sol-gel auto-combustion technique	Monika Chandel	Journal of Molecular Structure	2019	4	80	SHOOLINI UNIVERSITY
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rrites extension up to Mossbauer investigat ions						
First Principle studies of Si clustrers	Dr. Pawan Kumar	AIP Conference Proceeding s	Nill	Nill	Nill	Nill

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

Number of Faculty	International	National	State	Local
Presented papers	15	15	0	0
Resource persons	0	3	0	0
Attended/Semi nars/Workshops	3	7	0	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
3 Day workshop on Disaster Risk Reduction	SDMA (H.P.) and DOERS (NGO)	43	300
AIDS Awareness Programme	Red Cross cell	2	100
Yoga Day	NSS	2	200
Awareness Programmme	NSS	2	200
Work Shop On Cyber Crime	NSS	2	200
Organ donation a step toward humanity for	NSS	2	180
Founders Day	Bharat Scouts and Guides	2	30
Tree Plantation Drive	NCC	1	10
First Aid And Disaster Management Camp	NCC	1	9
Blood Donation	NCC	1	32

	Camp			

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
National Nutrition Month	Red Cross Unit	National Nutrition Month	2	12
Aids awareness program	Red Cross Unit	Aids awareness program	2	70
National Service Scheme	NSS	Yoga Day	3	75
National Service Scheme	NSS	World Mental Health Day	2	20
National Service Scheme	NSS	National Integration Camp	2	10
National Service Scheme	NSS	World Parliament of Science, Religion and Philosophy	2	10
National Cadet Corps	NCC	Tree Plantation Drive	1	10
National Cadet Corps	NCC	First Aid And Disaster Management Camp	1	9
National Cadet Corps	NCC	Run For Fun against Drug Abuse	1	4
National Cadet Corps	NCC	Surgical Strike Day	1	17

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Data Collection for Research	10	NA	15

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industry Participation	INTERNSHIP	Metro Mall ZirakPur,Big Bazar	13/05/2019	12/06/2019	13
Industry Participation	INTERNSHIP	Big Bazar, CHANDIGARH	13/05/2019	12/06/2019	9

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
CENTUM WORKSKILLS INDIA LTD.	27/07/2017	IMPARTING SKILL DEVELOPMENT TRAINING OF THREE YEAR BACHELOR OF VOCATION PROGRAMME	226

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100	45.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL Software	Partially	2.0.0.10	2006

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21311	14639760	59	13632	21370	14653392
Reference Books	1739	492077	47	39968	1786	532045
e-Books	3000000	0	0	0	3000000	0
Journals	0	0	10	22400	10	22400
e-Journals	6000	5900	0	0	6000	5900

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	123	6	123	7	6	8	28	2	0
Added	45	1	0	1	1	0	0	0	0
Total	168	7	123	8	7	8	28	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
46.21	46.21	53.78	52.62

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

The Centre of Excellence, Govt. College Sanjauli systematically utilizes the funds for the maintenance and proper utilization of its entire physical, academic, and support facilities. Various committees like Purchase committee, Campus beautification committee, Advisory committee, etc are formed at the beginning of the session. The laboratory attendant of every department maintains all the instruments and equipment records in the Stock register. Any new requirement of equipment is communicated by all the departments to the Purchase committee through the HODs of the departments. The library has the latest facility for e-journals as well as e-newspapers and is also well equipped with a large number of books on every subject. Students have access to monthly competitive magazines, journals, newspapers, etc for updating themselves on a daily basis. New books are purchased every year as per the requirements given by different departments of the college. The Library committee allocates funds for the purchase of the books as well as for other requirements like almirahs, furniture etc. It also ensures the proper utilization of the space in the Library so that maximum students are able to use the library. Furniture of all the classrooms is timely repaired and purchased as per the requirement. All the classrooms, as well as the campus, are regularly cleaned to maintain a hygienic and healthy environment for the students. The whole campus of the college is covered by CCTV cameras for comprehensive security. All the computers of the College have an antivirus installed on them. The Sports Committee prepares the sports calendar in consultation with the Sports Council of HPU. Students are given the best facilities of sports equipment, coaches, college ground, etc for preparation for various Inter-College and Inter-University competitions. Students have the facility of indoor games like table tennis, chess, carom board, etc. There are badminton courts on the college campus as well as the hostel. Maintenance is carried out for the gymnasium, sports equipment, etc, regularly. The campus is maintained and beautified by the campus beautification committee in consultation with the Advisory Committee regularly. Overall a transparent system is adopted by the college for utilization of the available facilities of the College. Committees are formed to take annual stock of all the departments. These committees check the status of equipment and infrastructure that falls in each departments purview.

https://gcsanjauli.edu.in/files/infra_committees_2018-19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	PTA	17	71723
Financial Support from Other Sources			
a) National	IGUCY for Post Plus Two Students	241	2910234

	IRDP Scholarship Scheme Kalpana Chawla Chhatravritti Yojna Post-Matric Scholarship Scheme to SC Students Post-Matric Scholarship Scheme to ST Students Post-Matric Scholarship Scheme to OBC Students Dr. Ambedkar		
b)International	Nill	Nill	Nill

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	31/12/2018	Nill	Nill

No file uploaded.

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Coaching for Entrance and Competitive Exams	10	10	4	0
2018	Coaching for JAM	20	10	4	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

NA	Nill	Nill	Nill	Nill	Nill

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	23	B.Sc	Physical Sciences/ Life Sciences	HPU, PU, Shoolini University, CRI Kausali, CUHP	MSc
2019	5	BCA	BCA	HPU	MCA
2019	3	BA	Arts	HPU	LLB
2019	5	B.Sc/BA	Science/Arts	Chitkara,HPU	MBA
2019	16	B.Com	Commerce	ICDEOL,HPU ,ST. BEDE'S	M.Com
2019	19	B.A	Arts	ICDEOL, Evening College HPU,CUHP,	MA
2019	1	B.Sc	Life Sciences	Middlesex University, London	Masters in Environmenta l Health
2019	2	B.Sc	Chemistry	NIT Hamirpur	MSc in Chemistry
2019	Nill	Nill	Nill	Nill	Nill

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

Items	Number of students selected/ qualifying
Any Other	4

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

Activity	Level	Number of Participants
Inter College Kabaddi Championship (Women)	State	150
All India Interversity Kabaddi Championship (Women)	National	300

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold medal	National	1	Nill	170909	Versha Thakur
2018	Gold Medal	National	1	Nill	170411	Komal Rawat
2018	Gold Medal	National	1	Nill	171559	Ritish Retka
2018	Gold Medal	National	1	Nill	180	Pooja Thakur
2018	Gold Medal	National	1	Nill	180923	Rishabh Kumar

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

GC Sanjauli is an institution where every voice is given equal opportunity to be heard. Since students are the central focus of the institution, their participation in its activities is undoubtedly essential, hence student representation is mandatory in various committees. It also makes decision-making decentralized, and transparent. It helps in running the institution democratically. CSCA Composition: 1. President 2. Vice-President 3. Secretary 4. Joint Secretary 5. Seventeen members to be elected from amongst the outstanding students excelling in cultural and co-curricular activities, sports, NCC, NSS, and Rovers and Rangers. Students with the highest marks in the previous qualifying examination are also inducted as members. Office bearers of various clubs and societies also find representation in the Central Body of the CSCA. Apart from this, students are given mandatory representation in the following committees: a) Anti Ragging and Discipline committee b) Internal Quality Assurance Cell c) Canteen Committee d) Campus Beautification Committee e) Admission Guidance and Counseling Committee f) Prevention of Sexual Harassment and Womens Cell g) Social Outreach Cell h) Student Welfare Committee i) All subject societies

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Govt. College Sanjauli is an institution of great repute which has been upholding the essence of the academic and cultural excellence of the region for decades. In recognition of its attempts and its contributions, the state Govt. of Himachal Pradesh awarded it the status of the Centre of Excellence in the year 2006. The college caters to the aspirations of young minds from across the region as it is one of its kind in the entire state. In its journey to be the Centre of Excellence, the Old Students' Association (OSA) of the college played an important role. The Alumni Association of the college has been engaged in organizing various activities since its inception. It has been arranging meetings, organizing Lectures of luminaries, conducting awareness programmes and get-together meets. The activities of the Association that caught everyone's imagination were the following: a. Various Lectures were organized on environmental issues, drug abuse, women empowerment etc. b. OSA meetings are organized on a regular basis to monitor the initiatives undertaken by the Alumni Association and to regularly interact with the students of the college. c. The Alumni Association organized a Gala Fete on 16th March 2019.

5.4.2 – No. of enrolled Alumni:
557

5.4.3 – Alumni contribution during the year (in Rupees) :
400000

5.4.4 – Meetings/activities organized by Alumni Association :
Regular meetings are organized with Alumni in order to enhance quality education. In this session, three meetings have been organized.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Vision: To make the college a benchmark of quality education, applying innovative approaches of teaching and learning, empowering students to discover their full potential academically and socially. Mission: To nurture intellectual excellence and social leadership amongst the educators and learners, in order to succeed in the increasingly competitive globalized world. The Institution has adopted the decentralisation and participative management in the process of academic and administration. Government gives generous freedom and flexibility to the Principal together with the academic council to lead all the academic activities of the college. They regularly meet and take necessary steps to formulate and implement the perspective plan of the institution. As part of quality improvement and quality initiative, the institution and its concerned IQAC College Advisory Committee and other statutory Committees continuously work on quality improvement. In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the institution. Various committees are constituted and responsibilities are assigned to them. The college has divided the decision-making power amongst the staff and the stake holders, hence making it more participative in nature and bringing about considerable efficiency, transparency, accountability, and responsiveness in the college functioning. The IQAC along with Advisory, staff council and various committees and societies contribute significantly in carrying out all academic, co-curricular and extension activities with full support of the Principal of the College.Committee Convenors and members of the committee report to the principal and IQAC about the planning and implementation of the decision. They get the feedback from all the stakeholders of the institution and take steps for further improvements as far as they are within the capacity and recommend the management for further corrective action. The Administrative and academic duties are controlled by the Principal of the Institution. The Heads of the Department shoulder responsibilities for smooth run of the activities in their Departments. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee.Internal Quality Assurance Cell monitors the qualitative academic and administrative activities and it is effectively monitored by the Principal. Case Study Showing Decentralisation and Participative Management ? Construction of store for physical education department in the auditorium gallery (Date of Proceeding : 24-04-2019) ? Construction of faculty cabins around conference room . (Date of Proceeding : 24-04-2019) The Principal of the college convenes the meeting for any work with the Advisory Committee and decides from which fund the expanses are to be met. Then PTA Executivemeeting is scheduled for various IQAC Calendar goals for the session. The issuesof the College are discussed in detail. All the members of the meeting give their opinion about which work is to be met

from the PTA fund. The work is then assigned to College purchase Committee for all the cordial formalities. The quotations are requested.The comparative statement is prepared by the committee to approve the lowest rates for the mentioned work. The sanction of money to meet the expanses for the work is approved by

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

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Admission to B.A./B.Sc./B.Com./B.Voc./BCA courses is allowed on the basis of merit of the qualifying examination. As per H.P. University rules, 75 seats will be filled out of the candidates who have passed their 102 examination from the schools situated in H.P. Remaining 25 seats will be filled on all India basis. Other reservation rules of H.P. University shall also be applicable. As per ordinance of Centre of Excellence and H.P. University Shimla, a candidate must have passed 102 with 55 marks in aggregate. A relaxation of 5 in marks is admissible to the candidates belong to SC/ST category. Our institution also follows the reservation policy of HP Govt. and HPU in granting admission. 120 points reservation roster is strictly followed in admitting the students.
Industry Interaction / Collaboration	The college helps B.Voc and BCA students in industrial training, promoting activities, and establishing collaborative interaction between industries and institutions. Every student of B Voc undergoes mandatory training in various establishments and enterprises located in and around Shimla. The college has an understanding with CENTUM for this purpose.
Human Resource Management	Human Resource Management Govt. College Sanjauli has about 120 employees and 2800 students. The college has a well-established and organized administrative structure that manages human resources smoothly. It brings the best out of each employee by assigning the roles according to their competence and expertise. The institute maintains all service records of its employees and helps them redress all

	their grievances. The College has an Advisory Committee that outlines all the programs and policies of the institution. The college also has an Internal Quality Assurance Cell (IQAC) that ensures the quality of experience offered to the students. Manpower required in addition to the sanctioned posts is made available through internal financial mechanisms like various student funds and the HEIS
Library, ICT and Physical Infrastructure / Instrumentation	Library, ICT, and Physical Infrastructure / Instrumentation College Library A partially computerized and spacious library of the college has about 23156 Books. It subscribes to 20 Newspapers, 17 Magazines, and 10 Journals. It also provides access to online books, magazines, and reputed National and International e-Books and e-Journals through National Library and Information Services Infrastructure for Scholarly Content (N-LIST). Students and staff can access online resources through NLIST. The process of automation on SOUL is under way.
Research and Development	Research and Development: The Centre of Excellence, Govt. College Sanjauli is a Govt. institution affiliated to the Himachal Pradesh University (HPU) which itself is an autonomous institution. The college cannot undertake any research work on its own as it offers only undergraduate courses to its students. All the research work is undertaken and supervised by the University. However, the college teachers guide the research scholars of the University in their research projects. However, the basics of Research Methodology are taught through various specified courses.
Examination and Evaluation	Examination and Evaluation: Examination and Evaluation is an integral part of assessing the cognitive development of an individual. Under Rashtriya Uchhtar Shiksha Abhiyan (RUSA) which the Himachal Pradesh University adopted in 2013, there are two modes of assessing the academic progress of a student- a) Continuous Comprehensive Assessment (CCA) (b) Class Tests and Mid-Term Examination (c) Practicals (d) End Semester Examination (ESE) In CCA, students are assessed and evaluated continuously and

	comprehensively throughout the year in the form of seminars, assignments, tutorials, class tests and other classroom activities deemed necessary for the overall development of the students. In ESE, the students write their examination at the end of the semester or year (as the case may be) and their scripts are evaluated through an exhaustive process undertaken by the University. The University also offers the students chance to reappear in their failed course(s).
Teaching and Learning	Teaching and Learning: Teaching and Learning is a continuous and comprehensive exercise that cannot be limited by time and space. There are five undergraduate courses functioning in the college- Arts, Science, Commerce, B. Voc., and BCA. Different courses requires a variety of teaching methods. Various committees are constituted by the Principal to ensure the use of proper teaching and learning techniques. Although teachers prefer instructional methods (talk and chalk method) to disseminate knowledge, certain classrooms are provided with Wi-Fi-enabled projection systems with audio-visual facilities. There is extensive use of ICT facilities. Student-centric activities are encouraged for participative learning.
Curriculum Development	Curriculum Development: All the Govt. colleges of Himachal Pradesh are affiliated to Himachal Pradesh University. The curriculum is decided and developed by the university. A Board of Studies (BOS) is constituted by the university administration in each faculty for the purpose of the development of the curriculum. To upgrade to the new syllabus the BOS take feedback from the college teachers and in most of cases inducts the college faculty into the BOS. After detailed deliberations, the curriculum is finally approved by the highest deciding authority of the University-the Executive Council. Many teachers are part of curriculum design committees.

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

E-governace area	Details
Planning and Development	College Website is updated regularly and achievements, activities report is

	made available on the website. "News we made" comprises all the activities of the college. All the latest information is provided on the Notice display system on the website and digital noticeboard in the campus for students and other stakeholder.
Administration	Administration, Finance, and Accounts All Accounts work is online through Govt. Portal HIM KOSH/ e Salary/ e Bill/ e Challan/ e Vitran Notice display system for students and other stakeholders. Bulk SMS system for dissemination of information including regular notice to all stakeholders.
Finance and Accounts	Administration, Finance, and Accounts All Accounts work is online through Govt. Portal HIM KOSH/ e Salary/ e Bill/ e Challan/ e Vitran Online Banking System for salary disbursal and fee deposit
Student Admission and Support	Online admission including online payment gateway. Maintaining students database. College has its own website.
Examination	Examination and Evaluation: Online marks Entry for Internal Assessment and Term End Examination. Declaration of results is also online

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Online Admission System - A digital Initiative	Nil	28/12/2018	28/12/2018	40	Nill
2019	Nil	One Day			Nill	8

		Workshop on Service Conduct Rules	12/04/2019	12/04/2019		

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course	1	17/07/2018	01/08/2018	15
Refresher course	3	03/09/2018	22/09/2018	20
Refresher Course organised by UGC(HRDC)	1	21/02/2019	14/03/2019	22
Short Term Course	1	06/03/2019	08/03/2019	03
Orientation Programme from ASC HPU Shimla	1	22/04/2019	11/05/2019	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	5	0	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Insurance Scheme, Accidental Insurance, DCRG Schemes which include OPS/ NPS/OPS, Maternity/Paternity Leaves, Vacation Leaves(65), Gratuity, Medical Reimbursement, LTC during the last four years of Service. Study Leaves, Redressal System for harassment in Work Place, Infrastructure Facilities: Common Staff room with furniture, Fridge, Aqua guard, Microwave and individual lockers, Staff Council,	General Insurance Scheme, Accidental Insurance, DCRG Schemes which include OPS/ NPS, Maternity/Paternity Leave, Vacation(65), Gratuity, Medical Reimbursement Study Leave, Infrastructure Facilities: I C T, Gym and Sports facility, Parking	Inclusive digital admission policy, Scholarships, fee concessions, Tuition waiver for girls, Supernumerary seat for single girl Child, Girls Common Room equipped with incinerator and Sanitary Napkins Vending Machine, hygienic washrooms, book bank, Grievance Redressal Cell, Prevention of Sexual Harassment Cell Financial Support for Children participating in Sports and cultural activities. Free Wi-Fi Campus, First Aid

Gym and Sports Facilities for Staff, Parking for Staff, Internet equipped Departments. Special leave for participation in conferences, workshops etc.		Facility, Water purifier.

6.4 – Financial Management and Resource Mobilization

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

There is a fool proof system to monitor the expenditure of financial resources of the college. As per the guideline of H.P. finance department are three mechanisms of audit system applied at the level of the institution: (1) through H.P. Auditor (2) general Departmental auditing (3) local Audit within the institution. The expenditure of grants received from the centre and state government is audited by the H.P. A.G. office, the expenditure related to funds under the purview of the state government is audited by the departmental agency. i.e. Department of Higher education and the expenditure incurred out of the fund raised by the institution at the local level is audited by C.A. and internal college auditor i.e. the Bursar. The external audit is notified by the agency responsible, periodically. Internal audit is done every year by the local C.A. for National Cadet Corps (N.C.C), National Service Scheme (N.S.S) HEIS. Physical verification of stock/ articles in every department is done internally at the end of every financial year by designated committees. The college clears all audit objections raised by the auditors before the next audit by producing the supporting documents or by making recoveries. The last external audit of the college was done in 2016. The budget allocation for running the college is made by the department of higher education. P.T.A. audit is done every year by the college P.T.A secretary. RUSA audit is done by higher education officials from time to time. The utilization certificate is produced by the RUSA committee. The whole business of government expenditures is online, details of which are updated on HIM KOSH. The salaries and payments are made through the government treasury after the passing of the bills by the Principal and treasury officer. The tuition fees collected are deposited in the government accounts through challans. The receipts and payments on books of accounts so prepared are audited by the Government auditors of the Accountant Generals office, Himachal Pradesh.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

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

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

? Teachers were engaged in the subject of Hindi, EVS through PTA in the general interest of the students and college. (Date of Proceedings: 11-08-2018) ? The flooring of canteen with tiles. . (Date of Proceedings: 22-10-2018) ? Funding of academic tour "9th BCS conclave" (Chhatra Sansad) held at Pune from 18-20th Jan 2019(Date of Proceedings: 18-12-2018) ? Construction of store for the Department of Physical Education in the auditorium gallery (Date of Proceedings : 24-04-2019) ? Construction of faculty cabins around the conference room. (Date of Proceedings : 24-04-2019)

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

? Gender Sensitization and Domestic Violence ? Financial assistance is provided to support staff by the College Staff Council in times of financial distress, especially during serious illnesses and bereavement. ? Residential accommodation is provided to some of the support staff who are unable to afford rental accommodation.

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

1. Mentor Program Strengthened 2. Library Automation in process 3. P.G Courses proposed Ten teachers published reference books and textbooks and also published papers in National and International UGC specified journals. 2. Add on Course e-Commerce introduced. 3. Frequent Guest Lectures were arranged to enlighten the student on various spheres like cybercrime, drug abuse, career counseling, etc.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Campaign against Drug Abuse	23/08/2018	06/09/2018	15/12/2018	2500
2018	A programme on Nutrition (Poshan Mah)	23/08/2018	10/09/2018	11/09/2018	158
2018	SVEEP	25/10/2018	30/10/2018	30/10/2018	300
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

A lecture on the topic" Swasth Mahila Sashakt Samaj"on International Women's Day by Dr. Nishi Sood	08/03/2019	08/03/2019	98	20
A movie named "Nil Bate Sanata" was screened	18/09/2018	18/09/2018	100	55

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

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

There is a conscious effort to instill environmental consciousness in the students. We have zero tolerance for use of polythene on campus. Our garbage is segregated as wet and dry waste and disposed off separately. The college falls in the urban forest area of the city. we understand the responsibility that this lays on us. There is no cutting of trees/ plants around the campus. In fact, we have regular tree plantations around the campus. Not only do we plant trees around our campus, but we also help the Department of Forests in planting trees in other areas of the city and its suburbs. Our students have been engaged in cleaning up the city of its polythene litter and plastic wastes, in collaboration with the administration. We understand the importance of conserving water and have a rain-water harvesting plan in place. The college has an active plan to have a Solar heating panel in the Hostel facility to cater to its lighting and heating needs. We hope to be able to start using it in the next couple of years.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Ramp/Rails	Yes	4
Rest Rooms	Yes	4
Scribes for examination	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	Nill	16/08/2018	5	First Aid and Disaster Management Camp	Know-how of first aid	9
2018	Nill	1	20/09/2018	1	College campus cleanliness	Zero littering	20

2018	Nill	1	02/10/2018	1	Run for fun against drug abuse	Drug menace among youth	5
2018	Nill	1	07/09/2018	1	Blood donation camp0	To raise awareness of the need for safe blood1	32
2019	1	Nill	01/01/2018	3	Cycling Epedition	To explore the beauty and the grandeur of the mountains	8
2019	Nill	1	08/03/2018	1	International Women Day	celebrating the achievements of women and seeking gender equality.	300

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
https://gcsanjauli.edu.in/	18/08/2010	Govt College Sanjauli has a well-defined code of conduct for its employees. The student charter uploaded on the college website has clear directions for students to follow the expectations that the institution has from them. In addition, the prospectus has clearly articulated rules and regulations for students to follow on campus, in the hostel, and beyond. While this helps the institution in maintaining an environment of discipline in the college, practicing these ethical codes go a long way in

developing a healthy inner ecosystem in students. The code of ethics in addition to rules of conduct prescribed by the government are the guiding principles for the employees.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
SWACHH BHARAT INTERNSHIP	06/07/2018	18/07/2018	49
INTERNATIONAL YOGA DAY	21/06/2018	21/06/2018	61
TRESS PLANTATION DRIVE	27/07/2018	27/07/2018	39
COMMUNAL HARMONY CAMPAIGN	19/11/2018	19/11/2018	12
BLOOD DONATION CAMP	07/12/2018	07/12/2018	23
ANTI DRUG ABUSE RALLY	26/06/2019	26/06/2019	18
INTERNATIONAL WOMENS DAY	08/08/2018	08/08/2018	55
ELECTORAL LITERACY PROGRAMME	10/10/2018	10/10/2018	56
SVEEP	30/10/2018	30/10/2018	65
NATIONAL NUTRITION MONTH	07/09/2018	07/09/2018	68

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

Green Campus
Plantation Drive
Rain water Harvesting
Polythene Free Campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Best Practice: Women Cell The motto which guides Govt College Sanjauli "Aaroh Tamso Jyoti _May" meaning we rise from darkness to light was not said in the context of knowledge alone. Educational institutions have the power to lead the youth from darkness to when the ignorance about gender issues and gender discrimination is brought to light and handled accordingly. Govt College Sanjauli has always been providing a conducive atmosphere for its female students to grow academically, socially and culturally. Govt College Sanjauli is a co-educational institution in which both girls and boys seek admission in their search of higher knowledge and preparation for active social

participation. The college perceives the need to foster need of Gender Equality and Women Empowerment to every student in the college. Students are made aware of the diversity and heterogeneity around them. The college as such works towards providing equal opportunities of development to all marginalized groups including women. In matters of gender issues it becomes imperative to groom boys/men towards the condition and position of women in our society. The college strives to determine the need to inculcate values of gender equality. Learning of these values is not be limited to women alone. Govt College Sanjauli can stand apart as an institution in involving both boys and girls in matters of gender sensitization and gender issues. Women Cell in the college has been very vocal about the issues relating to women students. Many of our female students come from rural, remote and disadvantaged backgrounds with deeply entrenched misogynist notions on social position of a woman and to regulate behaviour according to societal demands. Female students from urban areas too feel this gender disparity at home and in the society. To begin with, the Women cell of the college works towards instilling a sense of pride, self respect, the ability to view oneself as a blessing and not a burden. Once our female students learn to view self as being powerful, Women Cell of the college then makes an attempt to acquaint these students to their rights, sexual harassment at workplaces and mental health and hygiene. Women Cell in the college is not only addressing issues on discrimination, harassment, gender insecurities and grievances but also providing a physically and mentally secure environment to the female students in college. There is relaxation in tuition fee for girl students so that they have not only access to higher education but there is retention as well. Women Cell of the college along with other clubs and societies has worked to raise awareness on gender equality and women empowerment through various activities. At the beginning of every new academic session Women Cell of the college make it a point to brush up with Vishaka Guidelines and to reprise all staff members- male and female regarding sexual harassment at workplaces. 2. Best Practice: National Cadet Corps The National Cadet Corps of the college has made us proud numerous times and it is worth recounting its achievements. The college has a highly efficient National Cadet Corps is under the able leadership of Lt Dr Poonama Verma Care Taker Officer/ Associate NCC Officer (CTO/ANO). She is is assiduously engaged in grooming the youth of today into leaders of tomorrow. The NCC of the college has remained true to its national aims and has worked diligently to inculcate qualities of character, courage, comradeship, discipline, leadership, secular outlook, spirit of adventure and ideas of selfless service among the youth of the country. There are 54 cadets in our NCC of which 29 are Senior Division Cadets and 25 are Senior Wing cadets. To create human resource of organized, trained and motivated youth to provide leadership in all walks of life and to be always available for the service of the nation are other aims which the NCC cadets of the college have worked hard to achieve. The cadets of NNC have undergone rigorous trainings in order to shape their mind and body. A tremendous amount of service has been done by the corps through its well regulated disciplined system of training and sentiments of service to the state and country. The achievements National Cadet Corps of our college is immense and they have stayed true to the aims organization. In the session of 2018 -2019, the NCC has taken part in a number of activities to mention a few: Army Attachment Camp October 2018, Blood Donation Camp December 2018, All India Treking Expedition Himtrek May 2019, Anti Drug Abuse Rally June 2019, Monsoon Cleanliness Drive July 2019, Guard of Honour August 2019, Inter Group Shooting Competition October 2019 and many more. The cadets have attended several camps and have been a part of tree plantation drives, swachhta pakhwada , child labour, cleanliness drives, blood donation and so on.

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

7.3 – Institutional Distinctiveness

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

Govt College Sanjauli stands distinct from other college of the state as the most preferred by students all over Himachal Pradesh and states outside it. Set up in Shimla in the year 1969, it is also the first college in to have been conferred with the status of Centre of Excellence in 12th January 2006. The college feels privileged when students make it their first choice of institution for higher studies despite having colleges in their own areas. Apart from providing meritorious education in 3 streams, Arts Science, Commerce, an undergraduate programme in Computer Applications (BCA), the college offers vocational degrees in Retail Management and Hospitality and Tourism to expand their scope of graduate employability. Academics, Sports, Music, NCC and NSS along with various clubs and subject societies work towards an over- all development of the students. The college with its dedication to provide quality education also has plans to expand its academic sphere by providing Post Graduate Diploma Courses in English (MA), Hindi (MA) Post Graduate Diploma in Computer Application from the session 2020-21. The college also intends to introduce some skill based courses like Bachelors in Business Administration (BBA) form 2020-21. The college has a fully functional boys hostel and a proposal for constructing a girls hostel has been made. This progressive and accelerative approach and disposition of the college makes it a most preferred college by students of the state and ones outside it. Govt College Sanjauli has always attracted a fair amount of students from within the state and outside it for the academic and sportive excellence it offers. Though there are many other prominent colleges in Himachal Pradesh, students prefer to enroll at Govt Degree College Sanjauli. Students from far flung remote areas of Himachal Pradesh like Lahaul, Spiti, Pangi, Kupvi, Dodra Kwar and so on prefer Govt College Sanjauli to colleges much close to their home districts. Govt College Sanjauli. Students from urban areas (which have effectively and efficiently functional government colleges) of Himachal also get themselves enrolled at Govt College Sanjauli. Students from Punjab, Haryana, Uttar Pradesh, Kashmir, Uttrakhand etc have also got themselves enrolled at Govt College Sanjauli. This amalgamation of students from the various districts of the Himachal and outside Himachal, gives the college a very distinctive flavour of its own. There is a harmonious blend of students their minds and culture. This college is considered as one of the best among government colleges in Himachal Pradesh and because of the courses offered and it's dedicated and well qualified faculty, its popularity is on the rise. It is worth mentioning here that admissions of students are done purely on percentage basis and there are no seats reserved for outstation students. The college admission standards are the same for in-state and out of state students- on merit basis. The college provides an atmosphere of harmony for in-station and out- station students to come together, partake in the academic, sports cultural and extra -curricular activities and blossom into promising and outstanding citizens.

Provide the weblink of the institution

https://gcsanjauli.edu.in/files/institutional_distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Infrastructure Girls Hostel: a proposal has been taken up with Govt. of Himachal Pradesh. It was proposed that keeping in view the strength of girls students in the college and geographical hazards of the area, there is need of girls hostel. Heritage building: the College building which has been declared 'heritage building' by UNESCO, needs repairs with the permission of Archaeological survey

of India through state Govt. the roof of the building is to be repaired immediately. Smart Class Rooms: there is proposal to convert three rooms in smart class rooms with smart boards. Three more rooms to be constructed, as there is shortage of rooms and new construction is not possible due to the stay by Hon'ble National Green Tribunal. Infrastructure: A proposal to construct stadium has been taken up with Satluj Jal Vidyut Nigam under corporate social responsibility. Academics: There is a proposal of automation of library. More books to be purchased by under graduate and post graduate classes. There is proposal of starting post graduate classes in English as well as in Hindi. Codal formalities have been fulfilled and hopefully the classes will start from next academic section. P.G. Diploma in computer application to be started after fulfilling the codal formalities. Bachelor in Business Administration to be started by next session after completing the necessary procedure.