



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

| | | |
|--|--|---------------------------------|
| 1.Name of the Institution | | Government Degree College Theog |
| • Name of the Head of the institution | Dr. Lalita Chandan | |
| • Designation | Principal | |
| • Does the institution function from its own campus? | Yes | |
| • Phone no./Alternate phone no. | 01783237530 | |
| • Mobile No: | 9418100104 | |
| • Registered e-mail | lalitachandan66@gmail.com | |
| • Alternate e-mail | gctheog123@gmail.com | |
| • Address | Principal Govt. Degree College Theog Distt. Shimla 171201 | |
| • City/Town | Theog | |
| • State/UT | Himachal Pradesh | |
| • Pin Code | 171201 | |
| 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 | | | | |
| • Name of the IQAC Coordinator | Bhagwati Charan | | | | |
| • Phone No. | 01783237530 | | | | |
| • Alternate phone No. | 9015276471 | | | | |
| • Mobile | 9418460908 | | | | |
| • IQAC e-mail address | iqacgctheog01@gmail.com | | | | |
| • Alternate e-mail address | bhagwati.charan007@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | http://gctheog.in/pdf/ssr_gctheog.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://gctheog.in/pdf/ssr_gctheog.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B | 2.27 | 2019 | 28/03/2019 | 28/03/2024 |
| 6.Date of Establishment of IQAC | | | 22/05/2013 | | |
| 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 | |
| Directorate of Higher Education | Infrastructure | Director, Higher Education | 2021 | 3,31,000 | |
| Higher Education Department | Infrastructure | Director Higher Education | March 2022 1 year | 1 crore | |
| 8.Whether composition of IQAC as per latest | | | Yes | | |

| | |
|---|---|
| NAAC guidelines | |
| <ul style="list-style-type: none"> • Upload latest notification of formation of IQAC | View File |
| 9.No. of IQAC meetings held during the year | 2 |
| <ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | No |
| <ul style="list-style-type: none"> • 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 |
| <ul style="list-style-type: none"> • If yes, mention the amount | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | |
| <p>1. Maintained the record of activities in the college. 2. Started four skill development courses under Utkrisht Maha Vidyalaya Yojana for students of different streams. 3. Made sincere efforts to reconstruct the broken path of the college by involving the Notified Area Committee.</p> | |
| 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. To provide skill-based education to students. | 1. Four skill-based courses were started in november 2021. |
| 2. Efforts be taken to reconstruct the damaged road to college. | 2. Members met DC Shimla in this regard, and he assured to release funds from disaster relief fund. |
| 13.Whether the AQAR was placed before statutory body? | No |

- Name of the statutory body

| Name | Date of meeting(s) |
|------|--------------------|
| Nil | Nil |

14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|------|--------------------|
| YES | 03/03/2022 |

15. Multidisciplinary / interdisciplinary

Interdisciplinary competitions are organised for students every year. In this session various such competitions were organised to give platform to students of different streams. Declamation, quiz, poster making, rangoli, slogan writing were organised in the campus and students participated in other colleges also.

16. Academic bank of credits (ABC):

In the present CBCS system, there is flexibility of leaving the college amidst the three year degree course and rejoining back after a stipulated period of time. Students sometimes leave the course in the middle due to any family reason or to pursue a certificate course of one year or so. His or her previous credits are credited to his academic bank by the university. After joining he or she can claim those credits from the university and add on to the remaining earned credits.

17. Skill development:

This year four skill development courses under ' Utkrisht Mahavidyalaya Yojana ' were run in the campus to provide practical life skill knowledge to students. Students from different streams joined these courses on first come first allotted basis, At least 30-40 students joined these courses namely First Aid, Tally with GST, Yoga and Nutrition and Integrated course in Horticulture. Course experts from these fields were engaged on fixed remuneration. They provided practical knowledge to these students and took them to fields. The students took keen interest in grafting, pruning, yoga postures, yoga dance, first aid techniques etc. At the end students were given certificates of participation in these courses.

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

No such practice is being followed presently. However it is proposed in New Education Policy. When implimented in the state, the institution will integrate the Indian Knowledge System.

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

No such practice is being followed.

20.Distance education/online education:

All courses are taught offline in the campus. However some teachers took extra classes and remedial classes online. Weak students were identified and their counselling was also done online. In Physics because of non-availability of teacher some remedial classes were taken by teacher from different college online.

Extended Profile

1.Programme

| | |
|--|-----|
| 1.1 | 315 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 1190 |
| Number of students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|--|-----|
| 2.2 | 600 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|-----|-----|
| 2.3 | 354 |
|-----|-----|

| Number of outgoing/ final year students during the year | | |
|--|---------------------------|------------------|
| File Description | Documents | |
| Data Template | View File | |
| 3.Academic | | |
| 3.1 | | 23 |
| Number of full time teachers during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 3.2 | | 25 |
| Number of Sanctioned posts during the year | | |
| File Description | Documents | |
| Data Template | View File | |
| 4.Institution | | |
| 4.1 | | 11 |
| Total number of Classrooms and Seminar halls | | |
| 4.2 | | 100 lakhs |
| Total expenditure excluding salary during the year (INR in lakhs) | | |
| 4.3 | | 70 |
| 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 | | |
| <p>This College is not directly associated with corriculum framing at its own level. However, the teachers of this college are associated with BOS (Board of Studies) of different subjects in framing the new syllabus. The curriculum is implimented effectively through a well</p> | | |

planned time table and annual academic calender. The co-curricular activities are documented by way of uploading the photographs and brief reports of the activities done during the academic year.

Three fourth of the syllabus is completed till the mid term tests which are held in the month of december. Students are apprised of their performance and exhorted to work hard for annual examination.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

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

An academic calendar is planned at the beginning of the session. This academic calendar is adhered to strictly. The continuous evaluation is done through Mid-Term Tests and class tests. For different co-curricular and extra-curricular activities specific days are celebrated and all subject societies and clubs organise different academic, sports and cultural functions throughout the year. Internal evaluation is done based upon the academic performance of each student.

| File Description | Documents |
|--------------------------------------|------------------|
| Upload relevant supporting documents | No File Uploaded |
| Link for Additional information | Nil |

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

3

| 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)

Nil

| 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) | No File Uploaded |

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

Nil

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

| Nil | |
|---|------------------|
| File Description | Documents |
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | No File Uploaded |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Although the curriculum itself takes care of the values of Gender sensitivity environmental concerns and sustainability yet the institution addresses these issues through various activities. The committees like women cell, sexual harassment at work place redressal cell are formed for gender sensitization. The members of these committees visit the villages and sensitize the village women on the various issues of hygiene.

| 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 | No File Uploaded |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| MoU's with relevant organizations for these courses, if any | No File Uploaded |
| Number of courses that include experiential learning through project work/field work/internship (Data Template) | No File Uploaded |

1.3.3 - Number of students undertaking project work/field work/ internships

0

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | No File Uploaded |

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

E. None of the above

| File Description | Documents |
|--|------------------|
| URL for stakeholder feedback report | No File Uploaded |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload) | No File Uploaded |
| Any additional information(Upload) | No File Uploaded |

| | |
|---|---|
| 1.4.2 - Feedback process of the Institution may be classified as follows | C. Feedback collected and analyzed |
| File Description | Documents |
| Upload any additional information | No File Uploaded |
| URL for feedback report | Nil |
| 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 | |
| 1500 | |
| 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 | |
| 389 | |
| 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 has well established mentorship in place. Every mentor has been assigned a particular group of students under which the students of all faculties are supposed to attend classes . mentors conduct regular classes according to the time schedule | |

mentioned in the college time table.

The students securing less marks in the class tests, poor class performance and low attentiveness in the class are considered as academically slow learners. Every mentor keeps an close eye on these students and keeps their parents informed about their performances. Furthermore all counselors follow the progress of students on regular basis and advising them about attending classes, making up for missed classes and getting additional help. Mentors intimate the parents to counsel their wards from time to time.

Mentors are supposed to conduct remedial classes for these students. All the mentors get engaged with such students and assist them by helping in completion of assignments and arranging extra book and study material for them. In case of advanced learners, every member of faculty encourages and motivates them to perform better in academics as well as provides them different platforms for their professional development.

| 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 |
|--------------------|--------------------|
| 1190 | 24 |

| 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

In the college Choice Based Credit System has been adopted as per the University guidelines so that the students can choose the courses of their choice for their better academic and professional development which make the curriculum student centric.

Experiential learning

The students were made to learn through various workshops, projects, peer learning, , virtual labs, audio visual learning. Students are encouraged to contribute articles for college to enhance their creative writing.

Participative Learning:

Debates, Group discussions, Declamation contests, Quiz contests, Poster - making competitions, Power point presentations, Paper presentation, and workshops. The societies and clubs(NSS, NCC, ROVERS AND RANGERS, ECO CLUB, RED RIBBON CLUB etc.) involve the students in various college and community-based activities and the participation of students helps in all round development of students

Problem Solving Methodologies:

Tests, assignments, charts, diagrams, etc are given to students to solve problems on the academic front. Students are mentored in groups to handle any situations.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Link for additional information | Nil |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT enabled teaching is practiced in addition to the traditional classroom education in which All the teachers are effectively using latest technology and ICT-enabled tools like laptops, desktops, Smart boards, LCD projectors, overhead projectors, you tube videos, Audio-visual aids, ppts along with various softwares and e-resources for advanced knowledge and practical learning. Most of the faculty members of the college use ICT for all round development of students. Modern touch panels and monitors are installed in various classrooms. Digital podiums are used in classroom teaching. College Administrative Office is furnished with high configured computer systems with internet and Wi-Fi connectivity, attached with printers. The internet and Wi-Fi connection is always available for

the staff and students. All these resources are well utilized to make teaching and learning meaningful. Digital Library and Computer Laboratory is well-equipped with electronic lectern smart podium, The College has Smart Classrooms with interactive boards, projectors, speakers, internet and Wi-Fi connection. The staff (teaching and non-Teaching) and the students have an access to internet and Wi-Fi connection. They can use the available computers in the institution for curricular and co-curricular activities like Power Point presentation, seminars and assignments etc.

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

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

Mentor groups were not formed during the specified period

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

2.4 - Teacher Profile and Quality

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

23

| 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

15

| 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

44

| 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.

Being affiliated to Himachal Pradesh University, Shimla our college adheres to the rules of HPU for both the Comprehensive Assessments

(CCA) and the End Term Examination (ETE). The ratio of internal assessment to ETE is 30%:70% in U.G. programme. The main components of CCA are: Attendance -5 marks which are awarded as per HPU rules. Mid-term test -15 marks. The evaluated answer books are returned to the students with suggestion for improvement. Their errors are discussed and the students are given the opportunities to improve their score through retests. For the remaining 10 marks, students' performance in class tests, assignments, quiz, paper presentations, group discussions, etc. along with co-curricular activities is considered. The pattern, notifications and criteria for internal assessment and continuous evaluation is communicated through notice boards, college website and prospectus. Students are also informed about CCA during the orientation programme and during classes from time to time Attendance and internal assessment records are displayed periodically for rectifying any discrepancies before uploading them on the university portal.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

At the college level an examination committee is constituted comprising a senior faculty member as centre superintendent, other teaching and non teaching staff as members for the smooth conduct of mid term test examination. The end term examination is conducted by the university with the help of college staff . The college follows guidelines issued by the affiliating university while conducting mid term tests and end term final examinations.

1. Class test is conducted by every teacher. Some times these marks are included in the mid term tests
2. Date sheet is always prepared and displayed on the notice board
3. A proper seating plan is displayed and followed for mid term tests.
4. After evaluation answer scripts are shown to the students to check any discrepancy.
5. clarification for doubts is given to enable them to perform better in future.
6. Marks are calculated on the basis of attendance, class tests, mid term tests, assignments and are uploaded on the university

portal.

7. Any grievance related to university are addressed to the centre superintendent and the same reported to the university immediately.
8. After examination the answer scripts are evaluated and the final result is declared by the university with the option of re- evaluation

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| 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 college offers various programmes in the streams of Arts, Science, Commerce, Computer Applications, and programme outcomes and course outcomes of these are as per HPU guidelines. The programme outcomes and course outcomes for these are clearly stated and displayed on the college website. Hardcopies of syllabi, programme outcomes and course outcomes are also available in the departments providing ready reference to students and Faculty. The programme outcomes and course outcomes help students focus on what is important, thus clarifying their expectations upon completion of a program and a specific course helps them to enroll for the desired program. The students are made aware of the objectives and the expected outcomes of each course in detail during the orientation programs organized in the beginning of the academic session. Through counselling sessions conducted by Career counseling Cell, program specific outcomes of all departments are highlighted to provide the students important career options and information.

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| 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.

The Program Outcomes and Course Outcomes are defined and evaluated for each subject at regular intervals as per HPU guidelines. Theory, Practical examination, viva-voce, mid-term tests and End term exams are conducted to assess the progress of students. The final results are analysed and appropriate measures are suggested for improvement and rank holders are felicitated on the Annual Function. Paper Presentations, project work, assignments, quiz, group discussions, seminars, workshops, editorial work and remedial classes are the other assessment tools to assure that the learning outcomes are met. Students' achievements in extra-curricular activities, academic progression to reputed institutions, internships, placements are other mechanisms to measure the attainment of Program Outcomes and Course Outcomes

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

306

| 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)

gctheog.edu.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) | |
| NIL | |
| 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 | |
| 0 | |
| File Description | Documents |
| List of research projects and funding details (Data Template) | No File Uploaded |
| 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 | |
| 0 | |

| 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) | No File Uploaded |

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

07

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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

06

| 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

In the Session 2021-22 various extension and outreach programmes such as blood donation camps, aforestation, AIDS awareness, social work, health and hygiene, campus cleanliness and beautification of

Campus, awareness rallies and celebration of significant days (Science Day Celebration, Women's Day Celebration, Hindi Diwas, Yoga Day etc.) were organized. Volunteers of NSS Unit, NCC Unit, Rovers and Rangers unit, Red Ribbon Club, Eco Club and Road Safety Club of Govt. College Theog participated in the above mentioned activities. Extension activities are widely publicized through college magazine, notices and circulars, classroom instructions as well as personal interactions. The lectures on extension activities are delivered by the experts to promote/ introduce such activities and to meet out the queries if any of the aspirants and volunteers.

During the Session the college organizes lectures, expert talks, competitions etc. to promote extension activities. Faculty members, student volunteers are actively involved in mobilizing the students for participation in these activities. These extension activities instill among the students a sense of cooperation, feeling of social responsibilities, adjustments, and dignity of labour which develops the skills of event management, team spirit and charity and also make a positive impact on the overall development of the personality of the students .

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://gctheog.edu.in/ http://gctheog.edu.in/studentzone/ncc http://gctheog.edu.in/studentzone/nss |
| Upload any additional information | No File Uploaded |

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year(Data Template) | No File Uploaded |
| 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

15

| 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

1085

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| 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

0

| File Description | Documents |
|---|------------------|
| e-copies of linkage related Document | No File Uploaded |
| Details of linkages with institutions/industries for internship (Data Template) | No File Uploaded |
| 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

0

| 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 | No File Uploaded |

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.

Nestled on the top of a hill, Govt Degree College, Theog, is spread over an area of 5 bighas, (3.095 acres)

The total constructed area of the college is 2 bighas (0.6612 acres). It has state of art facilities for an efficient teaching learning environment. The campus is in the process of being wi-fi enabled in its entirety.

The college has 1 Administrative block, 1 Science block, 1 Arts cum Commerce block.

Apart from the 2 offices (Principal and Administrative), it has 1 staff room, 8 faculty rooms, 10 lecture halls, with enough seating capacity.

The college has 6 classrooms fitted with wi-fi enabled LCD screens and projectors for diverse teaching- learning experience.

There are 4 science labs, 1 language lab to enhance language/communication skills.

The college has library well stocked with books, e resources and a book bank.

It has 1 botanical green house with medicinal, herbal and decorative plant. We have an outdoor performing stage too.

The college has a Research Centre, a Conference room, equipped with state of art set-up for research/seminars/ conferences respectively.

A counselling centre, examination cell, photocopy centre, girls common room, a well- equipped gym, basket -ball court and a canteen function efficiently.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

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

Adopting a holistic approach to a students' development, despite being perched on a hill with very less space for expansion, the college provides enough physical and cultural activities to supplement academic learning. Students are encouraged to excel in sports and cultural and to consider them as career options too.

- The college has a purpose designed basketball court for students to excel in the game.
- A multi station gym equipment and a treadmill is available for students and teachers alike.
- The huge college ground approximately also functions as an athletic field for various sports, NCC and NSS functions.
- An outdoor performing stage approximately with

unlimitedseating capacity is used for various cultural and academic functions.

- A conference room well equipped with smart board is utilized for academic activities.
- The various committees of the college encourage students to participate in inter/intra college cultural and sports activities/competitions.
- A well- equipped music department comprising of vocal and instrumental play an instrumental role in training students to participate in cultural activities.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

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

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| 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)

9999976

| 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)

Name of ILMS software- Soul Software

Name of automation - Partially

Version- 2.00.12

Year of automation- 2006

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | Nil |

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) | No File Uploaded |

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)

NIL

| 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) | No File Uploaded |

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**

30

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| 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 is laced with modern high end IT infrastructure. Every laboratory has interactive panel with interactive connection.

Internet connection is provided through Airtel leased line or BSNL FTH.

The teachers and students can virtually connect and interact in virtual class room through ultra HD cameras and wireless speaker/microphone.

The conference room and computer science laboratory has e-podium with visualizer and amplifier.

Cameras have been installed in classrooms, laboratories and college campus for surveillance of all activities.

Online and offline UPS have been installed in the classrooms and laboratories for providing battery backup.

The college has around 70 computers and 4 laptops. There are around 7 printers. Wi-Fi facility having speed up to 10 MBPS has been provided in some classrooms.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

4.3.2 - Number of Computers

70

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Student – computer ratio | View File |

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

| 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)

9999976

| 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.

- The college has established systems and procedures for maintaining/utilizing physical, academic and support facilities.
- Maintenance of physical / academic / support facilities are carried out throughout the year as per requirement.
- The college ensures a proper maintenance of the infrastructure, all kinds of lab / electronic equipments and systems.
- A proper maintenance and repair procedure is followed wherein a meeting is conducted by the academic, administrative staff with the Principal and decisions on repair and maintenance are taken on priority bases.
- The purchase committee of the college caters to all purchase requisitions of the academic and administrative departments.
- Maintenance and repair of electrical and computer systems is outsourced.
- The college has an estate committee / building fund committee which works in tandem with the Principal on issues related to civil works.
- The librarian is in charge of restoring and repairing of time-worn books. Books beyond repair are written off.
- The college has a dedicated set of workers in charge of cleaning of the classrooms and the surrounding.
- These workers are also in charge of gardening activities and maintenance of the green house.
- Stock verification of every department is done annually.

| File Description | Documents |
|---------------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |

| 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 | |
| 34 | |
| File Description | Documents |
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| 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 | |
| 0 | |
| File Description | Documents |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | No File Uploaded |
| 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 | B. 3 of the above |

| File Description | Documents |
|---|---------------------------|
| Link to institutional website | Nil |
| Any additional information | No File Uploaded |
| 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

0

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

0

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | No File Uploaded |

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

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | View File |

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

0

| File Description | Documents |
|---------------------------------------|------------------|
| Self-attested list of students placed | No File Uploaded |
| Upload any additional information | No File Uploaded |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

183

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

0

| File Description | Documents |
|-------------------------------------|------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

1

| 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)

Students have active representation on academic and administrative bodies and committees of the Institute.

Students at play a vital role in offering suggestions and assistance to administration by being part of various academic and administrative committees as follows:

- IQAC
- Class monitoring committee
- Library committee ?

- Sports committee
- Cultural committee
- Organization of Special Events
- Anti-ragging committee
- NSS Unit
- Sports Committees

Students have strong representations in all cultural and sports and games committees and help in organization and management of events.

The Student Council functions on the principle of consensus. Members of the Student Council are encouraged to take decisions through consensus. Views of all members of Student Council - faculty and student alike - are to be respected and equal importance is to be given to all views. In the event of the issue discussed being contentious and consensus cannot be achieved, the decision shall be put to vote and arrived at on the basis of simple majority.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| 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

03

| 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

no registered alumini in the college

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response: The vision of the college is "To transform society through knowledge, capabilities, ethics, truth, inclusiveness, creativity and excellence by providing quality higher education". The college is committed to the holistic development of its students by making them academically excellent, professionally skilled, mentally strong and socially responsible citizens so that they become contributors to society as well as lead a better and capable life. The mission is The mission of the college is to prepare students as sensitive, objective, value- oriented, productive human being who can contribute to the society. To develop a state of art by making the college a centre of excellence that brings out student's total personality emphasizing ethical values and growing challenges of the diverse social needs of the state as well as of the nation. The mission of the college is to help the students to acquire comprehensive competitive skills, develop ethical values and concerns for environment.

Government College Theog works on the principal of equal participation of students and teachers alike. However, teachers play

a pivotal role in shaping lives, personalities and careers of the students. All the committees concerning various aspects of academic and non-academic activities of the college are headed by teachers wherein all important decisions are taken.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Response Decentralization is at the core of management of the institution since various activities, academic or co-curricular, are further divided into IQAC, NSS units, NCC units, Rovers & Rangers unit, Clubs & Societies, Heads of Departments, and several Committees comprising of Teaching Faculties with non-teaching staff as members. The following strategies are adopted by the institution to monitor and evaluate institutional activities:

- Regular meetings (IQAC, Committees etc)
- Feedback system (Regular feedback from Stake holders - Alumnae Members, Staff and Students)
- Regular visits of the Principal to the departments and interaction with heads of the departments
- Heads of the departments monitor their respective departmental activities
- Submission of Activity reports to the Principal and to the IQAC.
- Conduct of Examinations

Term-end University Exams as well as Mid-term internal exams are conducted by the collective efforts of the teaching and non-teaching staff. The faculty members are assigned duties for invigilation during exams and are informed about these duties electronically as well as through a notice circulated centrally. Annual Prize-distribution Function The annual prize distribution function is held at the end of each academic year. For the smooth conduct of the function, each member of the staff is assigned a task by means of committees.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Response: ICT up-gradation Information and Communication Technology (ICT) network of the institute is the cornerstone of all activities concerning the Institute. The College has always placed IT infrastructure development and its comprehensive maintenance and up gradation as a top priority, as the institution envisions that adequate latest IT infrastructure & its best maintenance is must to offer quality education. The college has altogether 70 Desktop Computers in the Computer Laboratories, Library, Departments, staff room and in office for encouraging computer literacy among its students. The entire campus is Local Area Network (LAN)/Wi-Fi enabled. All the computers are supported by 2 dedicated leased line internet facility with a bandwidth of less than 5 MBPS LAN and adequate user capacity Wi-Fi system. Power back up is supplied by UPS sets. Adequate LCD Projector, LED Panel are available to facilitate the teaching and learning process and Printers/Xerox machines to facilitate the multi-copying of study materials. The institution has 20 cameras for video surveillance. All the IT equipments upgraded periodically and experts are consulted as and when the need arises. This facility is strengthened with the membership of the NLIST and National Digital Library. The fully upgraded ICT network has enabled the institution to compete with the best institutions.

| File Description | Documents |
|--|------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response: Principal of the college governs the college as the administrative and academic head under the directives of the Director of Higher Education, Govt. of Himachal Pradesh. The college has a well-defined de-centralized organizational structure to coordinate the academic and administrative functions. The IQAC (Internal Quality Assurance Cell) functions as a Coordinating Body and Monitoring Cell in various aspects of development in the college. The IQAC has been relentlessly engaged in creating an environment that eggs the college on, closer to its objectives in keeping with the vision and mission of the college. It has been a constant effort on the part of the IQAC to bring the latest technology to the college in order to modernize its functioning. The participation of the students in enhancing quality is ensured by including student representatives in academic and administrative bodies and in cultural and extension activities. The teaching and non-teaching faculty have the benefits of GPF, NPS, Casual Leaves, Earned Leaves, and Maternity leaves etc., The Institute has well-structured system for professional development for the faculty and staff. Grievance Redressal Mechanism: If a member of the staff (teaching or non-teaching) has a grievance, he or she may raise the matter with the Head of the department or the Staff Council.

| File Description | Documents |
|---|------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the Institution webpage | Nil |
| Upload any additional information | No File Uploaded |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

| File Description | Documents |
|---|---------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user interfaces | No File Uploaded |
| Any additional information | 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

Response: The college communicates all the welfare schemes that the government has in place for its employees. They are never denied to anybody. These include: 1. Maternity Leave 2. Paternity Leave 3. Study Leave 4. Duty Leave to facilitate participation in conferences/ seminars 5. Children's Education Allowance 6. LTC/HTC 7. Group Insurance Scheme 8. Medical Reimbursement 9. Provident Fund/ NPS 10. Gratuity, Leave Encashment and other benefits on Retirement 11. Provision to draw an advance from the GPF/CPF 12. Children Education Allowance In addition, the college has a well-appointed staff room with a computer installed for the use of the faculty members. The computer in the staff room is connected to the internet. The staff has access to the infirmary and the canteen facility. The college provides automated salary transfer to its employees. Ward quota in admission is available as per university norms. The Prevention of Sexual Harassment Cell provides a platform for any gender-based harassment in the workplace. The institution ensures the professional development of the staff by encouraging faculty members for participating in international and national conferences, seminars and workshops, encouraging the faculty to publish research papers in reputed international and national journals and encouraging the faculty to take up membership of various national, state and local level research. Training in computer and software management is provided to the non-teaching staff members as per requirement.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| 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

Nil

| 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) | No File Uploaded |

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

Nil

| 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) | No File Uploaded |

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

Response: The professional performance and achievements of faculty members are monitored and evaluated through the Annual Confidential Report based on the Performance Appraisal System as per the guidelines of the UGC and State Government. The ACR and appraisal report of faculty is submitted to the Principal, who is the Head of the Institution. Student feedback on teachers also indicates their ability and competence. The feedback form has a well-defined set of questions that help the students to evaluate the teachers on the basis of knowledge base, communication skills and interest generated by the teachers. The IQAC analyses the students' feedback and submits the same to the Principal, maintaining complete confidentiality. The ACR of the teachers/staff is communicated to the Department of Higher Education, which is reviewed for career enhancement and other purposes. The performance appraisal report is assessed by the Principal and Directorate. The college is a government institution. All the faculty members are appointed by Principal Secretary, Higher Education, Government of Himachal Pradesh, Shimla through the HPPSC Salary grades and other emoluments/remunerations are granted as per UGC pay commission recommendation adopted by the state government.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Response: The financial transactions of the institution are online and transparent. The College Bursar is the institution's internal mechanism for ensuring financial propriety and discipline. The Local Audit Department of the Government of Himachal Pradesh conducts a thorough audit of the student funds at regular intervals (once in four years) and submits its report. The college settles the audit objections raised by the auditors of the Local Audit Department before or at the time of next audit by producing the supportive documents or by making recoveries as pointed out. The budget allocations for running the college are made by the Department of Higher Education on request and demand from the college. Salaries and payments are made through Government Treasury after passing of the bills by the Treasury Officer. The payments are directly credited into the accounts of the concerned person/ party. The Tuition Fees collected is deposited in the Government Accounts through challans. All government financial transactions are online and thus transparent. Receipts and payments on books of accounts are audited by auditors of the Office of the Accountant General Himachal Pradesh. Other sources of resource mobilization are the students' Amalgamated Fund (AF) and PTA fund. Money from these accounts is used for the developmental activities of the college.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

Nil

| 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) | No File Uploaded |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Response: The college does not have any Resource Mobilization Policy of its own. Being a government institution the college is fully funded by the Dept. of Higher Education, Govt. of Himachal Pradesh in all respects. Additional resources for engaging teachers and ministerial staff on need basis and for carrying out minor development activities are generated through the Parent-Teacher Association Fund. The Students' AF is another resource for expenditure related to student-welfare projects. Money from these funds is used for various activities in the course of the academic year, (e.g. sending teams for youth festivals, organizing college functions). Permission for the money to be granted for expenditure is sought from the Principal and the Bursar. A utilization certificate is submitted by the convener of the concerned committee after the money is spent.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response: We have had an active IQAC in place for the last many years. Keeping in mind the development of the college, the IQAC has consistently been engaged in planning and providing direction to the various aspects of development in the college. The IQAC has been relentlessly engaged in creating an environment that eggs the college on, closer to its objectives in keeping with the vision and mission of the college. It has been a constant effort on the part of

the IQAC to bring the latest technology to the college in order to modernize its functioning. The participation of the students in enhancing quality is ensured by including student representatives in academic and administrative bodies and in cultural and extension activities. The IQAC plays its assigned part in quality enhancement by:

- Disseminating information on the various quality parameters of higher education to the faculty and the students.
- Providing suggestions for introducing new programmes for enhancement of quality in all aspects of the curriculum.
- Promoting research and creating an environment, conducive to research.
- Promoting the use of technology for enhanced teaching-learning.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Response: 1. Mentor Programme Resultant upon the decision of the IQAC, the college has had the Mentor Programme in place since the session 2017-18. It was decided that all the students of the college would be divided into Mentor Groups and each group would have a teacher mentor. The students would be allocated to these groups by random distribution. Mentors would meet their mentees once a month for an hour-long session in which there would be a non-academic interaction with the mentees. The Mentors would get to know their mentees personally, and be responsible for their wellbeing in college. They would counsel them if required, or use the session for reaching out to them with human, cultural and moral values. All 23 teachers were allocated their mentees and they met them as per schedule notified through the notice board. The first few meetings did not show much student turnout, but gradually, over the subsequent meetings, the attendance in the sessions grew remarkably. The programme has since been a regular feature and part of the monthly curriculum.

| File Description | Documents |
|---------------------------------------|------------------|
| Paste link for additional information | Nil |
| Upload any additional information | No File Uploaded |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

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

Govt. College Theog strives for the cause of gender equality and sensitizes staff and students to gender-specific challenges and concerns. International Day of the Girl Child on (11th October, 2021), International Women's Day on (8th March, 2022), Human Right's day on (10th December, 2021), were celebrated and students were sensitized about gender issues and the need to transform patriarchal society into a gender equitable society. The women cell of Govt. College Theog educates the young girls to voice their opinions regarding issues related to women. The college has a women anti-harassment cell which instills a sense of security and helps to maintain a harmonious atmosphere amongst the students. The college

has constituted an internal complaint committee in pursuance of UGC Regulations Act, 2013 which deals with the complaints relating to sexual harassment at workplace. In order to provide a safe environment, the campus is under CCTV surveillance. Security guards are deployed to ensure screening of visitors at the entry points to the college. The college has a robust and active anti-ragging cell, internal complaint cell, grievance redressal cell and counselling facilities to address issues confronting the students in this regard. Two sanitary napkin vending machines are installed in women's washroom.

| File Description | Documents |
|--|-----------|
| Annual gender sensitization action plan | Nil |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

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

Govt. College Theog ensures proper management and disposal of waste by following the principle of 3 R's 'Reuse, Reduce and Recycle' to preserve its biodiversity. Govt. College Theog endeavours that students and teachers use proper waste management techniques in the college campus as well as their homes in order to discharge their social responsibility. College actively participate in activities like swachhta pakhwada, street plays, rallies and campaigns

organised by NSS and NCC units of the college highlighting environmental issues. Sanitary pad incinerators have been installed in girls washrooms.

| File Description | Documents |
|---|------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | Nil |
| Any other relevant information | No File Uploaded |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

| File Description | Documents |
|---|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

A. Any 4 or All of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Any other relevant documents | View File |

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 | D. Any 1 of the above | | | | | | | | | | |
|--|------------------------------|-----------|---|---------------------------|--|------------------|---|------------------|--------------------------------|---------------------------|--|
| <table border="1"> <thead> <tr> <th data-bbox="76 439 550 506">File Description</th> <th data-bbox="550 439 1471 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 506 550 645">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="550 506 1471 645" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 645 550 748">Certification by the auditing agency</td> <td data-bbox="550 645 1471 748" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 748 550 851">Certificates of the awards received</td> <td data-bbox="550 748 1471 851" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 851 550 920">Any other relevant information</td> <td data-bbox="550 851 1471 920" style="text-align: center;">View File</td> </tr> </tbody> </table> | 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 | View File | |
| 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 | View File | | | | | | | | | | |
| 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 | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th data-bbox="76 1469 550 1536">File Description</th> <th data-bbox="550 1469 1471 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="76 1536 550 1639">Geo tagged photographs / videos of the facilities</td> <td data-bbox="550 1536 1471 1639" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="76 1639 550 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="550 1639 1471 1778" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 1778 550 1881">Details of the Software procured for providing the assistance</td> <td data-bbox="550 1778 1471 1881" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="76 1881 550 1951">Any other relevant information</td> <td data-bbox="550 1881 1471 1951" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table> | File Description | Documents | Geo tagged photographs / videos of the facilities | View File | Policy documents and information brochures on the support to be provided | No File Uploaded | Details of the Software procured for providing the assistance | No File Uploaded | Any other relevant information | No File Uploaded | |
| File Description | Documents | | | | | | | | | | |
| Geo tagged photographs / videos of the facilities | View File | | | | | | | | | | |
| Policy documents and information brochures on the support to be provided | No File Uploaded | | | | | | | | | | |
| Details of the Software procured for providing the assistance | No File Uploaded | | | | | | | | | | |
| Any other relevant information | No File Uploaded | | | | | | | | | | |
| 7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other | | | | | | | | | | | |

diversities (within 200 words).

To celebrate and protect cultural, regional, linguistic, communal, socio-economic diversities, the college has constituted various societies like, Women Cell, Community Outreach, NSS, R&R and NCC etc. which organize events and encourage students to take part in them.

| File Description | Documents |
|--|------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

To strengthen the spirit of nationalism, students are engaged in various activities to make them constitutionally aware and responsible towards community, state and country. Important national days like Independence Day, Republic Day and Gandhi Jayanti are observed by organizing tree plantation drive, painting, poster making competitions and mass awareness programmes instilling patriotic fervor amongst students. The cultural connect between Himachal and Kerala under Ek Bharat Shrestha Bharat promotes mutual understanding between people of the State. Constitution Day campaign was launched to commemorate the enactment of the Indian Constitution during which students participated in handmade poster, article writing and poetry competitions. International Yoga Day was observed as per the national protocol. Students participated in the Freedom Run Movement in their respective hometowns to promote a sense of national integrity. Students also took virtual pledge on Covid-19 appropriate behavior during the Jan Andolan.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

E. None of the above

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

| File Description | Documents |
|--|------------------|
| Code of ethics policy document | No File Uploaded |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

To make the young minds aware of the national pride and rich cultural heritage, the national and international commemorative days are regularly celebrated and observed in and off the campus. The staff and students of the college come together under one umbrella to celebrate these occasions and spread the message of unity, peace, love and happiness throughout the year. To commemorate the valour and spirit of the freedom fighters, National festivals like Independence Day, Republic Day and Gandhi Jayanti are observed by organizing tree plantation, cleanliness drives, poster making, creative writing and other competitions along with cultural programmes. Constitution Day is celebrated to commemorate the enactment of the Indian constitution and to sensitize the students about constitutional values. Teachers day, Children's day are celebrated to honour the distinguished political leaders by organizing cultural programmes and various competitions. To sensitize the students to social causes, special days like World AIDS Day, National Cancer Day, International Day of the Girl Child, International Women's Day and Human Rights Day are observed every year by conducting special assemblies, talks, webinars etc.

| File Description | Documents |
|---|------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | No File Uploaded |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Society Outreach Cell of the college distributes clothes and ration to poor families living nearby Theog every year.

2. Plantation Drives are conducted in and around the college campus on an annual basis and saplings were planted.

| File Description | Documents |
|--|------------------|
| Best practices in the Institutional web site | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Government College Theog was established in 1998, as a co-educational institution. the first academic session commenced in the year 1999 with admissions of about 100 students. the science and commerce faculty were introduced in the session 2002-03. today, the college has 1200+ students on its rolls. Theog college has been a boon to the girl education in this region and has really improved female literacy in this region. The college has evolved in its educational and administrative strategies in keeping with changing demands of the times and the career market. The college has been able to provide the right balance between academic rigor and extra-curricular activities to promote all-around personality development. The fact that we are able to inculcate in our students, the right mix of ambition, personal integrity, love for tradition and human values through our academic and other curricular activities as enshrined in our Vision and Mission, is what allows us to stand apart with our head held high. Government College Theog has

now completed two decades of existence. the institution takes pride in shaping the raw and energetic youth into educated and responsible citizens.

| File Description | Documents |
|--|------------------|
| Appropriate web in the Institutional website | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

1. Preparation and submission of AQAR for the year.
2. A proposal has been made to construct smart classrooms for students.
3. The proposal to provide a fully equipped language lab is still in the process.