



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	DR. P.D.B. HIMALAYAN GOVERNMENT POST GRADUATE COLLEGE, KOTDWARA
Name of the head of the Institution	Dr M S RAUTELA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01382222188
Mobile no.	8445695555
Registered Email	principal.gpgckotdwar@gmail.com
Alternate Email	iqackotdwar@gmail.com
Address	Degree College Road Near Lisa Depot
City/Town	Kotdwar

State/UT	Uttarakhand				
Pincode	246149				
2. Institutional Status					
Affiliated / Constituent	Affiliated				
Type of Institution	Co-education				
Location	Semi-urban				
Financial Status	state				
Name of the IQAC co-ordinator/Director	Dr D M Sharma				
Phone no/Alternate Phone no.	01382222188				
Mobile no.	9837435811				
Registered Email	principal.gpgckotdwar@gmail.com				
Alternate Email	dineshmohan55@gmail.com				
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)	https://gpgckotdwar.org/uploads/iqac/aqar16-17.pdf				
4. Whether Academic Calendar prepared during the year	No				
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To

1	C++	66.15	2004	03-May-2004	02-May-2009
2	B	2.07	2015	01-May-2015	30-Apr-2020

6. Date of Establishment of IQAC

01-Jul-2015

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
Environment Awareness Campaign	22-Dec-2016 1	258
Encourage Faculty members to participate in seminars and conferences	14-Dec-2016 1	70
Career Counseling programme	20-Oct-2016 1	25
Periodical PTA Meetings	10-Oct-2016 1	15
Gender Sensitisation programme	17-Sep-2016 1	30
Preparation of Calendar of events at the start of the session.	15-Jul-2016 1	100

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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
No Data Entered/Not Applicable!!!				
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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 :		5		
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)				
Preparation of calendar of events. Gender sensitization program. Periodical Parents Teacher Association Meeting. Environmental awareness program. To activate the career counselling cell to make aware students about different carrier opportunities. Faculty constantly strives to improve teaching and learning excellence. To encourage the faculty member and students to participate in seminars and conferences.				
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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		
Celebration and observance of		(a)Celebration of environment day (b) NSS day		

nationally and internationally important days.	
Formation and Inauguration of department Associations for the year 201617, timely.	All departments formed their Associations and functioned according the schedule.
To assist the principal in nominating staff in charge for all statutory positions.	All the committees were formed and functioned effectively.
Recommending infrastructure improvement	(a) Computerisation of Administrative Bloc. (b) Provided computers to different departments
Preparation of academic calendar of institution for quality enhancement	Prepared academic calendar for 2016 to17 session and monitored the curricular cocurricular activities as per given schedule.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Principal	20-Jul-2017

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

10-Mar-2015

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

03-May-2017

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 offers a number of courses in the Arts, Science, Commerce and Faculty of Teacher Education. Students can opt not only the faculty of their choice but can also choose subjects of their choice from other faculty following the norms and eligibility criterion set by the University. In respect of curriculum design and development the institution follows the syllabus and academic calendar as prepared by the University, which is modified time to time. Sometimes the University invites the teachers to attend the meetings regarding the upgradation of curriculum. In the session 2011-12 semester system was introduced at PG level courses. Before the start of every academic session, the college Principal calls the meeting of prospectus committee, which updates all the information regarding admission, fee structure, availability of seats, fee concession, scholarship, discipline norms and other general rules and regulations. The college plan and organize teaching-learning and evaluation schedules following the University Academic Calendar. College Maintain its annual blue print of academic event and co-curricular activities. The course content is uniformly distributed among the teachers. Teachers individually prepare their teaching plans for smooth progress of the course allotted to them. Lecture method is generally followed by teacher but ICT based teaching-learning is also conducted. Internal Tests, Quizzes, Seminars, Workshops are conducted by the teacher in their respective subjects. Due to introduction of semester system in PG courses the internal Exams are being conducted, twice in each semester. The strong feedback mechanism help the faculty members to enhance their professional competencies. Being affiliated to the HNB Garhwal Central University, college does not have the option of formulating its own curriculum. The college strives through various aspects of holistic personality development. The institution aims to inculcate the highest intellectual standards through academic commitment and discipline. Students are inspired for higher level of academic achievement by completing the courses chosen by them. Awareness about socio-political and environmental issues like global warming, women empowerment, socio-economic justice as well as inculcation of moral and ethical values are also aspired. At UG level, following the instructions of the University the college offers a compulsory paper "Environment Science". The syllabus of this paper is designed in such a way by University that ecology and environment protection and preservation can be ensured.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
CIG	Certificate in Guidance	01/07/2016	180	Teaching, Counsellor	Nil
CTE	Certificate in Teaching of English as a Second language	01/07/2016	180	Teaching	Linguistic skill
DTS	Diploma in Tourism Study	01/07/2016	365	Tourist Guide	Nil
DNHE	Diploma in Nutrition Health Education	01/07/2016	365	Food and Nutrition,	Nutritionist
PGDRD	Post Graduation Diploma in Rural Development	01/07/2016	365	Rural Development, NGO	Nil
PGDDM	Post Graduation Diploma in Disaster management	01/07/2016	365	Disaster Management Group, NDMA, SDMA, DDMA	Social work

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NA	Nil

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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	Hindi English, Economics, Pol Sc. , Sanskrit, Socio., Philosophy, Music, Geog., Home Sc, Drawing	01/07/2015
BSc	Botany, Chemistry, Zoology, Mathematics, Biotech	01/07/2015
BCom	Accounts ,Economics, Management	01/07/2015
MA	Hindi English, Eco, Pol.Sci,, Sanskrit, Socio, Philosophy, Music,Geog,H.Sci.Drawing	02/07/2012

MSc	Botany, Chemistry, Zoology, Mathematics, Biotech	02/07/2012
MCom	Accounting ,Law, Management	02/07/2012

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
NONE	Nil	Nil

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

The Feedback from students was obtained by the concerned teachers and on the basis of the response

collected, all the faculty members try to make improvement as suggested.

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
BSc	Phy Chem Maths	320	380	243
BEd	Education	100	220	100
MCom	Marketing, Finance	65	92	53
MSc	Fish & Fisheries,	175	252	134
MA	Hindi English, Eco, Pol.Sci,, Sanskrit, Socio, Philosophy, Music,Geog,H.Sci.Drawing	564	362	237
BCom	Accounting, Law, Management	320	425	216
BSc	Zoology, Chemistry, Botany	320	490	239
BA	Hindi English, Economics, Pol Sc. , Sanskrit, Socio., Philosophy, Music, Geog., Home Sc, Drawing	818	1134	801

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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
2016	3337	1160	7	13	51

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	Number of smart classrooms	E-resources and techniques used
71	20	10	4	3	Nil

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

Each student as a mentee is linked with a teacher as a mentor generally the class teacher. Through each mentor the students are informed about all the forthcoming events of the institute. The students are encouraged to participate in the class-discussions and prepare assignments. They are encouraged to visit library regularly to develop the habit of independent learning. Various departmental associations have been established to shaping up and channelizing the energy of every student. All the departments organize various types of academic and cultural events like quizzes, debates, poster making, essay competitions which helps the students to make flourish their skills.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3337	71	1:47

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
84	71	13	Nil	69

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
2017	DR ANURAG AGRAWAL	Associate Professor	The appreciation was given while work on deputation to Election Commission of India for About 4 months as NODAL OFFICER ELECTION MANAGEMENT. The certificate was issued by District Election Officer, Nainital.

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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
BEEd	Nill	II sem	30/05/2017	12/07/2017
MCom	Nill	IV sem	15/05/2017	10/07/2017
MSc	Nill	IV sem	22/05/2017	15/07/2017
MA	Nill	IV sem	30/05/2017	20/07/2017
BCom	Nill	VI sem	17/05/2017	10/07/2017
BSc	Nill	VI sem	29/05/2017	21/07/2017
BA	Nill	VI sem	05/06/2017	25/07/2017

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Submission of online Examination Forms. Evaluation reforms are undertaken such as continuous internal assessment, viva-voce on projects and seminar presentation.

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

Yes an academic calendar was prepared before the start of the session. As far as the question of conduct of examination as per schedule it is to be mention that the dates of examination solely depend upon the University. No direct role of the college in deciding the actual dates of examinations. However, all the care is given to mention the probable date of exam in the Academic Calendar. College administration always make efforts to cover the curriculum and the syllabus of each semester. A link to the Academic Calendar for the Session 2016-17 may be seen as follows : https://gpgckotdwar.org/uploads/files/shares/Academic_Calendar_16-17.pdf

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://gpgckotdwar.org/iqac-detail>

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
Nill	BEd	Nill	100	100	100
Nill	MCom	Nill	32	31	99
Nill	MSc	Nill	112	108	96
Nill	MA	Nill	112	110	99
Nill	BCom	Nill	142	135	95
Nill	BSc	Nill	332	282	85
Nill	BA	Nill	413	371	90

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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)

<https://gpgckotdwar.org/student-satisfaction-survey>

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
Total	0	NIL	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
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NIL

NA

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	NONE	NA	Nil	NA

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NA	NA	NA	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
ALL	Nil

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)
National	Sanskrit	1	Nil
National	Hindi	1	Nil
National	English	1	Nil
National	History	2	Nil
National	Geography	5	Nil
National	Sociology	1	Nil

National	Commerce	4	Nil
National	Chemistry	6	Nil
National	B.Ed.	1	Nil

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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
Sanskrit	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
NA	Nil	Nil	Nil	Nil	Nil	Nil

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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
NA	Nil	Nil	Nil	Nil	Nil	Nil

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	27	46	9	6
Presented papers	27	36	9	Nil

Resource persons	2	3	Nil	Nil
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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
NA	Nil	Nil	Nil

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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
NA	Nil	Nil	Nil

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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 activities	Number of students participated in such activities
NA	Nil	Nil	Nil	Nil

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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
NA	Nil	Nil	Nil

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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
NA	Nil	Nil	Nil	Nil	Nil

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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
NA	Nil	Nil	Nil

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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
816.44	816.44

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the	Existing

current year		
Value of the equipment purchased during the year (rs. in lakhs)		Existing
Others		Newly Added

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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
Nill	Nill	Nill	2021

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	72458	Nill	340	Nill	72798	Nill
Reference Books	2207	Nill	Nill	Nill	2207	Nill
Journals	418	Nill	Nill	Nill	418	Nill
CD & Video	6	Nill	Nill	Nill	6	Nill

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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
DR ANURAG AGRAWAL	Economic Development and Growth	Uttarakhand Tele Education Network	18/08/2016

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

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Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	64	2	8	0	0	18	0	0
Added	0	0	0	0	0	2	0	0
Total	64	2	8	0	0	20	0	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
Uttarakhand TELE EDUCATION NETWORK	http://www.youtube.com/channel/UCExWHA_LhKs6KRdkQBAGluQ

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 incurred on maintenance of physical facilities
Nil	Nil	1.78	1.78

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 institution ensures the sufficient resource allocation for regular upkeep and maintenance of infrastructure. The utilization of the available resources is achieved through the meetings of various committees which are constituted to plan and monitor the projects. The institution ensures that the budget allocated to different heads is fully utilized by the end of each financial year as per government rules and regulations in this regard.

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	Poor	17	15760
Financial Support from Other Sources			
a) National	Nil	53	Nil
b) International	Nil	Nil	Nil

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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
Career Counseling	09/02/2017	100	NIIT

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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 passed in the comp. exam	Number of students placed
2016	Career counseling	Nil	100	Nil	Nil
2016	guidance for competitive examinations	Nil	Nil	4	6

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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
18	18	3

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Sympex Pharma	21	6	Nil	Nil	Nil

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	3337	ALL	ALL	NA	NA

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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
NET	2
GATE	2

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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
Cultural	University	27
Sports	National	9
Sports	University	160

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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
2017	DS Chauhan	National	3	Null	Null	Null

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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)

Student Union and their representation details are as follows - The college have following academic and administrative bodies which have student representative: Department Associations, NSS Advisory Committees, Sports Committee, Women Anti Harassment Cell, Anti -Ragging Committee, Grievance Redressal Cell, Rover- Ranger unit, Red Ribbon Club, and as per variuos government order the representation are being given to the students in various policy making process.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

15

5.4.3 - Alumni contribution during the year (in Rupees) :

0

5.4.4 - Meetings/activities organized by Alumni Association :

A meeting was organized to promote the activities of Alumni and two important points were discussed in the meeting as follows: Enhancing the membership of the alumni through motivation. Alumni and faculty interaction be organized to create the interest of alumni in development of the college.

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)

Head of the Departments are empowered to design the Time -Table at PG level and to allocate the course among faculty members of their departments according to their interest and specialization. They are empowered to develop their department on contemporary trends with consultation with the Principal following the government /UGC rules. The Institution promotes a culture of participative management. The committees constituted for academic and administrative development includes both faculty members and students. The Principal always welcome the innovative ideas and concepts from the committee members.

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

No

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
Curriculum Development	1. No liberty regarding curriculum, as it is a affiliated college. 2. Faculty is encouraged to become members of subjects associations through which recommendations are made to respective BOS. 3. Faculty is also encouraged to become member of BOS of HNB Garhwal University and Sridev suman university.
Teaching and Learning	1. ICT training to the faculty. 2. Faculty member encouraged to impart the curriculum through innovative teaching methods as presentation, assignment, seminar etc. 3. Guest lecturers are arranged in the college by faculty from other colleges. 4. Faculty of the college is visiting other colleges to deliver guest lectures. 5. Field visits were arranged by departments.
Examination and Evaluation	1. Two term end examinations conducted by H.N.B.GU and two internal examinations are organized by the college in each semester. 2. Fare examination system is there in the college.
Research and Development	1. The institution has formed a research committee consisting seven members to monitor the research activities. 2. A number of research papers are being published by the faculty members in national / international journals. 3. The students of PG classes have to prepare dissertation as part of their syllabus .
Library, ICT and Physical Infrastructure	1. CCTV 2. Public Address System 3. Well organized Library 4. Book bank scheme for SC/ST and Physically Challenged students

/	
Instrumentation	
Human Resource Management	1. As the institution is purely government institution, recruitment of staff entirely depends on state governments. But in the current session three part time appointment were finalised by the institution from PTA fund in English Music departments. 2. The faculty members are encouraged to take various assignments beside teaching, to enhance their skills so as to benefit the institution.
Admission of Students	All Admission of students are done on basis of merit only.

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

E-governance area	Details
Planning and Development	Development schemes are regularly and constantly monitored by The Secretariat directly for each department. For this purpose, all type of communications are being made through modern type of means of communication like e-mails, Fax , telephone and video conferencing with the help of NIC. The officers at directorate and secretariat level usually communicate through these means to monitor all type of Govt Plans and Schemes.
Administration	Human resource management system provides best management of employees service record like Appointment, promotion, transfer, pay fixation, annual confidential report etc. of employees by information technology through HRMS module. This module will be used by employees for submission of their all type of leaves application, claims and advances. The head of the department/head of the office will approved and sanctioned employee's leave, claim and advances through online. All service records and employees service history will be updated automatically in run time through this module. Employees may also see his service book and records through this module anytime. For this purpose each employee is provided with unique User Id and Password. In this way. the day to day administrative works are being done with the help of integrated software, in which the HRMS module is also included.
Finance and Accounts	All type of Finance and accounts related services now maintained and monitored with the help of e governance tool named IFMS software. The employees can access this module directly to check their pay rolls, leave account, service rules, health insurance scheme, Different type of form required to apply housing loan, vehicle loan, GPF advance, LTC, medical re-imbusement etc.
Student	At the time of admission the college use a software for MIS database management of

Admission and Support	the students. The student complete data is stored in the MIS viz. Name, Father Name, Faculty, Class, Subject, Mobile Number, Email and other relevant details of the student.
Examination	All type of Examination activities and formalities are being done with the help of online portal provided by the University. All students fill examination form online only and the teacher also submitted marks 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
2016	Dr ANURAG AGRAWAL	MINISTRY OF RURAL DEVELOPMENT GOI	NA	5000

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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)
2016	Quality improvement in Higher Education	Code of Conduct for Employees	Nil	Nil	50	20

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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	5	01/07/2016	30/06/2017	21
Faculty Improvement Program	3	01/07/2016	30/06/2017	15
Orientation Program	4	01/07/2016	30/06/2017	28

Workshops	12	01/07/2016	30/06/2017	1
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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
71	2	35	17

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Loan from GPF, Staff Club, Teachers Welfare Fund, Maternity Leave, Child Care Leave for women employees. Paternity Leave	Group Insurance, Loan from GPF, Staff Club for class III, Maternity leave and Child Care Leave for women employees, Paternity Leave..	Tuition Fee waiver at UG level, Scholarship for SC, ST and OBC, Poor Boys Fund

6.4 - Financial Management and Resource Mobilization

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

Internal Financial audit- para

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
2 teachers in English and 1 Music teacher appointed through PTA FUND	32000	Temporary arrangement of Teachers

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6.4.3 - Total corpus fund generated

32000

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	Yes	NCTE, State Govt. Officials	Yes	Internal Committees
Administrative	Yes	Directorate of Higher Education.	Yes	Internal Committees

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

Funding the different educational program of the college. Making suggestion in the general body and executive committee meeting for the development of the college. Financial support to create minor infrastructure facility. Part time teachers were appointed through PTA fund.

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

Workshop meetings and discussions are held for the development of support staff.

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

Increased number of committees and more participation of students in some committees. Classrooms are made more technology enabled to impart education with the help of modern technology. Computer lab established adjacent to Library with dedicated systems (8PC) and High speed internet.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

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
2016	IQAC decided to provide financial support to the economically backward students from POOR BOYS FUND	23/07/2016	Nil	Nil	Nil
2017	Career counseling program to make aware the students about different Career opportunities	Nil	Nil	Nil	Nil
2016	Preparation of Calendar of Events at the start of	23/07/2016	25/07/2016	26/07/2016	70

	the session				
2016	Gender Sensitization Program	Nil	Nil	Nil	Nil
2016	Parents Meeting to constitute PTA	23/07/2016	Nil	Nil	Nil
2016	Environmental Awareness Program	Nil	Nil	Nil	Nil

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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
Speech competition on the topic Sexual Harassment of Women on Work Place : Causes and Remedies	13/01/2017	13/01/2017	4	2
NSS	Nil	Nil	Nil	Nil
ROVER	Nil	Nil	Nil	Nil
B ED	Nil	Nil	Nil	Nil

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

All type of Awareness campaign is organized during the year to promote Environmental Consciousness among students in the College

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	25
Ramp/Rails	Yes	20

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to engage	Date	Duration	Name of	Issues	Number of
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	locational advantages and disadvantages	with and contribute to local community			initiative	addressed	participating students and staff
Nil	Nil	Nil	Nil	Nil	NSS	Nil	Nil

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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)
Prospectus	04/07/2016	A college Prospectus is a regular publication of the college. College Prospectus is published each year and distributed among the students before taking admission. A copy of the prospectus is uploaded at The WEBSITE of the college. Prospectus contains all type of Instructions for students regarding the RULES and Regulation of admission and other dos and Donts of the Institute. All important details as- contact of college, Facilities, Amenities, fees, program etc. are included in the prospectus.
Code of conduct	22/11/2002	Code of conduct for the employees are available on the Institute Website The code of conduct for all govt officers and employees is issued wide Government order number 1473A/Karmik-2/2002 dated 22 nov. 2002 and titled as Uttaranchal state Employees conduct rules.2002. As the state govt notified these rules for each and every employees of the state govt. the college only disperse/ circulate its copy among all employees from time to time. A copy of these rules may be seen on the College website. The link to the file is as follows: https://gpgckotdwar.org/uploads/iqac/code-of-conduct.pdf

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
nss rovers	Nil	Nil	Nil

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

Maintenance of college garden and making the campus rich in variety of Trees Plantation drive

through various Social service platforms like NSS, NCC, Campus Beautification Committee. Plastic Eradication campaign through various Students Group.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

Two best practices of the institution (2016-17) Best Practice-1 Title of the practices: - Project undertaken by NSS. Goal: - to inculcate an aptitude of community service among students. The context: - The institution lays stress on the development the complete personality of the student. with this motto the NSS unit of the college works in the village areas nearby the institution. Adult literacy, cleanliness, plantation drives, awareness programme on various social issues are raised and discussed by the NSS units in their adopted areas. The practice: - Under the able stewardship of Dr. Ajeet singh and active cooperation from other programme in charge the NSS units of the college performed a commendable job. Evidence of success: - The seven day special camp this year was conducted in which 133 volunteers participated. In this camp with the involvement and cooperation of the village peoples, many activities like rallies for cleanliness, health awareness, and plastic eradication took place. Problem in encountered and resource required:- 1- Need for cooperation and awareness among village people about the camp activities. 2- Inadequate fund to meet out the requirement. Best Practice-2 Title of the practices: - inter-faculty cultural program. Goal: - to popularize the skill of dancing and singing among students and encourage them to participate in such activities. The context: - The team of all the faculties- Art, Science, Commerce Teacher Education participate in the events and the chal vajayanty (Trophy) is given to the winner team. This tradition has been continuing for more than thirty year which is a matter of pride for the institution. The practice: - For the inter faculty cultural competition information is given to the faculties timely, so that the students can make proper preparation to participate in the competition. Judges are invited from outside the institution to maintain the transparency. This year the trophy has been won by the Teacher Education Faculty. Evidence of success: - This practice is successfully going on since more than thirty years, and providing a stage to the students to perform their talent. Problem in encountered and resource required: - The fund allotted to the events is not sufficient.

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

<https://gpgckotdwar.org/best-practices>

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

The vision of the college is - To impart education in a way so as to bring out the Higher Qualities of mind and body of learner and make them capable to achieve the global trends with value based Education. To Develop the institution as the Recognized center of Higher Education , research, extension and training. Transmission of Education and Knowledge to the masses of rural , semi urban and urban area of the KOTDWARA city. The vision and the mission statement are in the accordance with the intellectual potential and the needs of the region. Most of the Students enrolled in the institution belongs from semi urban and rural areas and from the weaker section of the society. The institution is providing education to them at a very low cost as low as 1500 per annum (On an Average). The college is committed to tune its vision and mission with the Higher Education Policies of the State Government.

Provide the weblink of the institution

<https://gpgckotdwar.org/institutional-distinctiveness>

8.Future Plans of Actions for Next Academic Year

Proposal of college Infrastructure Development to be prepared and sent to the Government for approval. To organize the Seminar and Workshops at Departmental Level as well as college level. To strict enforcement of 75 Attendance. To recommend a few Value Based and Skill based short term courses to the govt of Uttarakhand and to get its approval.