YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	Govt. College Seraj at Lambathach
• Name of the Head of the institution	Dr. Rakesh Sharma
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01907257681
• Mobile No:	9418144405
• Registered e-mail	gcseraj-hp@nic.in
• Alternate e-mail	professorkataria@gmail.com
• Address	GOVT. COLLEGE SERAJ AT LAMBATHACH DISTT. MANDI H.P.
• City/Town	MANDI
• State/UT	HIMACHAL PRADESH
• Pin Code	175048

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   **Mr. Khyal Chand**

- Phone No.   **01907257681**

- Alternate phone No.   **8894930726**

- Mobile   **8894930726**

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

- Alternate e-mail address   **khyal.hpu@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://gclambathach.in/aqar/aqar2020-2021.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://gclambathach.in/calender.html

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.97**	**2020**	**04/05/2020**	**03/05/2025**

6.Date of Establishment of IQAC   **18/03/2020**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt College Seraj at Lambathach	**Utkrisht Mahavidyalaya**	**Himachal Pradesh State Government**	**2020**	**98,04,805**

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

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

IQAC

9.No. of IQAC meetings held during the year   3

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

To start the process of library automation

To decide the initiation of two skill-based certificate courses: 1. Apparel Designing 2. English, Employability and Entrepreneurship (EEE)

To organize Faculty Development Programme on NAAC

To establish Student Welfare Fund

To transfer private land in favour of our institution

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
To organize a Career Council Week	Done
Private Land transfer in favour of our institution	Done
Establishment of Student Welfare Fund	Done
Faculty Development Programme	Done
To decide initiation of two skill based certificate courses	Under process
To start the process of library automation	Under process
Starting of PG classes and IGNOU Study Center	Under process
Construction of Girls' Hostel	Under process

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

Part A

Data of the Institution

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• Location	Rural
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• Alternate phone No.		`8894930726`
• Mobile		`8894930726`
• IQAC e-mail address		`gcseraj-hp@nic.in`
• Alternate e-mail address		`khyal.hpu@gmail.com`

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4.Whether Academic Calendar prepared during the year?	`Yes`
• if yes, whether it is uploaded in the Institutional website Web link:	`https://gclambathach.in/calender.html`

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`Cycle 1`	`C`	`1.97`	`2020`	`04/05/2020`	`03/05/2025`

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and compliance to the decisions have been uploaded on the institutional website?	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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Construction of Girls' Hostel	Under process

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
2022	23/12/2022

15.Multidisciplinary / interdisciplinary

NEP-2020 has proposed inter-disciplinary education as a holistic approach across all disciplines in order to ensure knowledge harmony and integrity. Education is of paramount importance in human life as it has the ability to improve the world. The National Education Policy 2020 is a comprehensive policy with the intention of improving education by making it more accessible, holistic, multidisciplinary, and fruitful. Multidisciplinary

education is undeniably important in the post-modern world of the twenty-first century. However, Institution follows the curriculum design by Himachal Pradesh University. The university proposes to impliment National Education Policy 2020 in near future.

16.Academic bank of credits (ABC):

Nil

17.Skill development:

 The college has plans to start skill based certificate courses in session 2022-23.

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

Nil

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

YES: https://gclambathach.in/lcp/Consolidated%20Learning-Course-Programme_Outcomes.pdf

20.Distance education/online education:

The college has submitted the proposal to establish IGNOU study center.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	156

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	503

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1363**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**130**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**16**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**0**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**12**

4.2 Total expenditure excluding salary during the year (INR in lakhs)	**10,22,560**

4.3 Total number of computers on campus for academic purposes	**30**

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

HP University designs the curriculum of all the courses/subjects, which is further prescribed to all its affiliated colleges; accordingly, the same is followed by our institution. However, some faculty members get the opportunity to be a part of the Board of Studies/faculty, in different subjects and contribute in designing the curriculum.The Academic Calendar mentions the number of working days, list of holidays, and the tentative schedule of the college anduniversity examinations. The institution publishes its prospectus every year that gives the detail of courses and distribution of marks/credits to be earned in a year. The college drafts a planned and proportionate time-table well ahead of the commencement of the classes. Freshers are guided and oriented regarding CBCS by faculty members. The college conducts regular meetings of the staff members, and teachers are encouraged to implement the curriculum through innovative teaching methods such as presentations, assignments, discussions, and seminars apart from traditional teaching methods. The extent of the syllabus taught is tested through various class tests and mid-term examinations. Continuous Comprehensive Assessment Evaluation has also been introduced with special focus on the programme structure, evaluation, grading system vis-à-vis the emphasis given to each component in the overall evaluation system.

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)

The college is affiliated to Himachal Pradesh University and implements the curriculum prepared by the Board of the Study of HPU. The institute has developed a structured and documented process for implementing the curriculum as follows:

1. Before the beginning of the new session, the institute prepares

an academic calendar as per the guidelines of Himachal Pradesh University.

2. This academic calendar of the college includes the dates for internal examinations, seminars, workshops, co-curricular activities.

3. Concerned departments prepare the class time-table and course outcomes of the academic session. The course plan is displayed on the college website for the information of the students.

4. Resources like relevant websites and e-resources are made available for advanced learners and remedial classes are conducted for slow learners.

5. IQAC monitors the coverage of syllabai, quality of question papers and assignments, progress of the lab sessions, etc. from time-time.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gclambathach.in/calender.html

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	B. Any 3 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	View File

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

15

File Description	Documents
Any additional information	View File
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)

0

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

0

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

0

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

The curriculum is designed in such a manner that it addresses the cross-cutting issues in the modern world. Our college is a co-educational institution where gender equity is given priority and is nurtured at every step of policies and activities. The institution has incorporated gender issues in the curriculum, most of the programmes address the problems of gender discrimination and how gender equity can be enhanced to form a healthy and harmonious society. The college regularly organizes programmes on human rights and gender equity to sensitize students about these pressing contemporary issues along with student seminars on women empowerment and gender sensitization. The curriculum also advocates the preservation of the environment. The subject of environmental sciences is a part of the college curriculum. It is compulsory for all the students, irrespective of any stream, to undertake the course in environmental sciences. The curriculum of most of the programmes coalesce social activism and imbibes awareness among the students to protect the environment. The college maintains a tradition of imparting inclusive education to its students with an emphasis on ethical and moral principles.The institution instils human values among the students through the curriculum and co-curricular activities.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

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

19

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

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

24

File Description	Documents
Any additional information	View File
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	**C. Any 2 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

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

1280

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

233

File Description	Documents
Any additional information	View File
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

After Covid-19 pandemic institution academic session starts with proper process and procedure. The college takes all possible measures to understand the needs and requirements of the students in taking up different courses before the commencement of classes. Students are guided at the time of admission by faculty members regarding scope, facilities and opportunities of their courses .

Advanced Learners are encouraged to take up tasks at state level and national level during the semester along with main courses like additional courses like English speaking course, project work ,field research work, peer teaching, co-curricular activities, sports, cultural activity, etc. Advance learners are advised through extra assignments and motivate them to read various books available at college library and inflibnet. They are motivated to participate in the seminars. They are given problem solving assignments and projects to enhance their Skill .

Slow Learners are involved in discussions related to their subject, the important conceptual points, ask questions related to their subject matter, encourage them to give answer with reasoning, remedial classes. They are given extra time to clarify their doubts in the department Remedial teaching for the slow learners toimprove basic knowledge.

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
503	16

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

Student centric methods such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences. All the teachers employ the student centric methods with audio-visual aids and demonstration methods to make the students active learners. In the classroom, participation of students is encouraged during interactive sessions and questions are asked in the class for student participation and assessment. Most of the teachers also make use of the ICT enabled classrooms to deliver lectures using powerpoint presentations or subject oriented videos. Students are encouraged to learn through various methods such as group discussions, quiz competitions, presentations and project work. They are given problem based assignments and projects in problem solving methodologies. These activities promote an attitude towards independent learning and encourage self-study. In the end of each course, students have to submit well prepared assignments on the given topic from syllabus and also give power point presentation of the given assignment. Through these assignments they become able to comprehensively express their knowledge on given topicwhich also helps them to develop writing skills and information searching.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gclambathach.in/lcp/Consolidated%20Learning-Course-Programme_Outcomes.pdf

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

Tapping the opportunity offered by the prolonged lockdown due to

COVID-19, the practice of blended teaching-learning was enhanced manifold. Most of the faculty members are using ICT enabled services and tools continuously. Each classes are connected through whatsapp groups. Power Point presentation lecture are also shared in these groups byfaculty. The college faculty use student centric practices for teaching learning along with conventional chalk & talk method such as: Classroom Discussions, Assignments, Quizzes & Tests Mind Maps & Flow Chart Sources. Moreover, the links to e-resources from the internet and e-books areshared on these groups. Some of the staff posted their audio-visual lectures on platforms such as Youtube and teachers also share the study materialin pdf format.

Some of ICT Enabled services available in our institution:

1. Smart class rooms with projector.
2. Well-maintained Virtual class room.
3. Computer lab with internet facility and.
4. Each smart class rooms have digital boards.
5. E- Library on college website and power point presentataion.
6. Inflebnet facility in college library.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://gclambathach.in/lms.html

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

16

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

2.4 - Teacher Profile and Quality

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

16

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

07

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

57

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.

The college ensures that the students are well aware about the evaluation process through college prospectus and orientation programme isorganized in the beginning of every academic year. Being an affiliated college, the institution has adopted the Himachal Pradesh mandated criteria for internal assessment of the students.These parameters are uniform for all affiliated colleges in the state. Continuous Assessment has weightage around 30%-50% depending upon course. Mid-term examination is held for 10 marks as per the schedule mentioned in the Academic Calendar for the session. The evaluated answer-books are shared with the students with feedback to improve. Some class tests or quizzesare conducted before the end-term examination and an aggregate of 5 marks are assigned towards it. A total of 10 marks are reserved for assignment preparation and presentation which is done inside the classroom itself and the score with feedback is shared with the student on the spot itself. The constructive and collective assessment has been completed on the basis of following criteria:

1. Conducting class tests regularly
2. Assignmentsare given regularly to the students
3. Seminar are also organized by each faculty member
4. Assignments are also given through PPT
5. By creating participative environment in the class room more discussion regarding topics are also organized by faculty members
6. Conducting question-answer and doubt clearing session regularly in the class
7. Tutorial sessions are also organized
8. Maintenance of CCA register by each faculty member

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Students grievances related to the evaluation areadministered by Himachal Pradesh University through a special committee constituted for this purpose. After the conduct of the mid-term examination, which is for 10marks, the evaluated answer books are shown to the students with necessary feedback and suggestions to improve . The students have free access to RUSA Co-ordinator regarding any grievances about the evaluation. This process is also available on university's website. Before assessment each faculty member conducts class test, presentation, assignment, quiz, debate and declamation and performanceof the student are shared with them. The internal awards are scrutinized by cell before sending to the university. The university offers a chance to the students about their answerscripts rechecked within a stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Being an affiliated college, HPU prescribed syllabus, Program and Course Outcomes are adopted by the institution. The college website, prospectus, and annual report state the mission & objectives of all departments in the college.Immediately after the conduct of the 'Orientation Program' for fresh students, the next few days are devoted by the teachers in each Program and Course to apprise the students about the Program and Course outcomes. The curriculum and the syllabi of the academic programmes offered in this college are smeared in such a way that these objectives are recognized after the successful completion of the programmes. On the basis of these orientation session students will decide whether he/she will continue with adopted subject or change their courses. A window of 10 days is provided for a change in subjects, the permission to which is granted by the College Principal.The SEC (Skill Enhancement Courses) explicitly aim for inculcating practical aspects of their respective subjects. Students acquireself reliance, communication skills, academic writing skills, presentation skills, planning, and management through these programmes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gclambathach.in/lcp/Consolidated%20 Learning-Course-Programme_Outcomes.pdf
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 evaluation of Program Outcomes and Course Outcomes is done frequently throughout the academic year, in both spheres of curricular and co-curricular activities. In curricular activities, it is assessed through performance in the mid-term examination, end term examination, practical examination, class tests, quizzes, project work, group discussions, remedial classes, and assignment presentations. In extra co-curricular activities such as cultural, sports, NSS, and rovers & rangers etc. Students participation in thses clubs and societies are also sign of their outcome. Continuous assessment provides feedback on the basis of the teaching learning process in each course. As per the time framed schedule issued by the university, the data of students' record shall be collected from the college office record, and used for further planning, and overcoming the barriers of learning.

File Description	Documents
Upload any additional information	View File
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

130

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	View File
Paste link for the annual report	http://gclambathach.in/annualreport.html

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)

https://gclambathach.in/studentsatservey.html

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

2

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension work is carried out under the umbrella of various schemes and programmes for which special societies have been formed such as NSS, Rovers & Rangers, Eco Club, Red Ribbon Club, Women Cell and Disaster Management Cell. Students participate in various extension activities, campaigns on various issues like health, gender, cleanliness and environmental to cater the needs of the society.The college organizes extension activities in the neighborhood community to sensitize the students towards community issues.The college has functional N.S.S. N.C.C., Rover and Rangers and variouos others clubs and societies.These units undertake various extension activities in the neighbourhood. NSS organizes 7 Days Special Camp with 30 NSS Volunteers in the campus and nearby adopted village Lambathach.Where volunteers have get awared with social development, evironment awareness, road safety etc. Under one month long " Clean India Mission" "????? ?? ???? ????????" volunteers have given there 2 hours of each working day to neat and clean the campus and nearby market which isinitiativeof Youth affairs ministry of inoformation govt of India. NSS Unit of college organising "VRIKSHARAKSHABANDHAN" to save planted trees near campus in collaboration with various clubs and socities.Natiional Cadet Corps had also done commandable job.

File Description	Documents
Paste link for additional information	https://gclambathach.in/nss.html
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	<u>View File</u>
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

37

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

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

95

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)	**No File Uploaded**

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

5

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

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

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	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has twelve classrooms, one Conference Hall-cum-Seminar Hall, three smart class rooms and Video Conference room, a Multi-Purpose Hall with the seating capacity of 300 students, a Geography Lab, an ICT lab, a Music Room, a Sports-cum-Gymnasium, a NSS room, and a Rover- Ranger /NCC room/ Faculty Cabins/UGC/IQAC/RRC/Eco Club/SPARSH Cell/Office Cabins/ Registration Cabin. It also has a spacious parking zone. There are partially equipped laboratories in each subject i.e. Botany, Chemistry, Physics, and Zoology. For the convenience of especially abled /PwDs separate lavatory facility is provided in the college. The staff of the institution is also provided with such facility adjacent to their staff room.

The College has a well-equipped computer lab available for the students, Career Counseling and Guidance Lab and Language Lab. E-library section is also being established within the library hall. The library provides access to e-books and journals through INFLIBNET and N-list. The construction of new Science Block in progress. It will also include administrative block, multi-purpose hall, Principal's Office and a staff room. Besides these, the college has a playground for sports activities. It also provides safe drinking water.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gclambathach.in/facilities.html

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

The college takes due care in bringing out the best among its students. It hasa healthy sports environment for the students that keep the students active and energetic. The college has ample space for different sports activities like Volleyball, Kabaddi, Badminton, and Kho-Kho. The institution has a Multi-Purpose Hall to organize indoor sports events like Carom Board, Chess and Table-Tennis. The college has a Sport-cum-Gymnasium with the basic facilities andYoga is being taught as a part of physical Education. The Department of Music is well-equipped with sound system andinstruments, and provides the traditional attire to the

students during their performances, thus, enhancing their interest in the music. Seraj Theatre Club organized "One-Month Theatre Workshop" where the young actors were introduced to the basic nuances of theatrical art. Natraj Kala Manch also conducted "One-Month Kathak Workshop" to the enthusiastic students. Both the clubs organized a function "Cultural Fiesta" to showcase the hidden talent of the artistes. The CSCA Cultural Function is organized every year to provide a platform to the budding artists of the college. Besides, the clubs and societies also give an ample opportunity for the students to exhibit their talent via different activities throughout the year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gclambathach.in/culturalclub.html

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

06

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://gclambathach.in/facilities.html
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

10, 22, 560.00

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The institution has a spacious library with the seating capacity of seventy and has 4309 books, three Newspapers, subscription of ten Magazines and three Journals. The college library is connected with Wi-Fi facility and have purchased CAMPUS WIZ version 2.03software in the year 2021 for Library Management. There is also an e- library section INFLIBNET in the library. The students are allowed to access library during visiting hours i.e. from 9AM to 5PM and they are provided with the facility to read the books, magazines and newspapers during the visiting hours. The CCTV Cameras have been installed in the library for the security of library resources as well as personal property of the students and the staff members. The College has a library advisory committee which ensures the effective functioning of Library. The committee also looks after budget allocation, purchase of new books and subscription of magazines. Books are purchased on the recommendation of faculty members.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	http://gclambathach.in/facilities.html

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	B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

10, 294.00

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a well-established Computer Lab (ICT Lab for the benefit of the students. There are fifteen computers in the college IT lab. Fifteen new computers (5 computers for e-library, five for Career Counseling and Placement Cell and five for Language Lab). The college uses LCD projectors and ICT enabled

classrooms for teaching. The students from various faculties are using ICT Lab and are being benefitted out of it. In ICT Lab College has internet connection provided by JIO company. The college has a Career Lab including five computers and relevant software. Efforts are being made to connect each computer with high speed internet connection in upcoming session.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://gclambathach.in/facilities.html

4.3.2 - Number of Computers

38

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

10, 22, 560.00

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 grant received by the college from government and the funds available in the college are utilized for new construction, renovation and for upkeep of all the infrastructure of the college. The construction and major maintenance is carried out by the Himachal Pradesh Public Works Departments (HPPWD) whereas the minor maintenance is done by the Building Fund Committee from time-to-time. To ensure the safety of the students, CCTV cameras are fixed at certain points. The Laboratories of the Faculty of Science, Department of Geography, IT Lab are well-maintained with the latest techniques. Smart Classrooms, Video Conferencing Room are used by the faculty and departments as per their need.

The college has constituted different committees like Purchase Committee, Campus Beautification Committee, College Development and Maintenance Committee and Library Advisory Committee to inspect and maintain the infrastructure, academic and support facilities.There are proper stock registers in which all the purchases are entered and the articles are handed over to the custodians of respective departments. The library of the college has text-books, magazines and a regular supply of newspapers to supplement the reading habit of the students and provide them access for wider knowledge.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://gclambathach.in/facilities.html

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

55

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to institutional website	https://gclambathach.in/newsdoc/worldYogaDay22.pdf
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

40

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

40

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**C. Any 2 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

8

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

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

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

government examinations) during the year

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.

0

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)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college has a College Students Central Association (CSCA) working for the welfare of students made as per the guidelines of the affiliating Himachal Pradesh University. but due to COVID-19 Pademic the CSCA could not be framed. A formal CSCA function wasorganized in the college in the month Marchin which students presented various cultural programmes, and participated in several competitive activities like declamation, quiz competition, poetry recitation, slogan writing, painting, poster making, mehandi, and rangoli, skit, mime, folk dance, classical dance, etc. The college also organised the Annual Sports Meet in the month of November

where the students participated with much vigour and enthusiasm. The main thrust of the instituiton is to groom the wholesome personalityof the students.

File Description	Documents
Paste link for additional information	https://gclambathach.in/newsdoc/unnayan2022.pdf
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

4

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
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

Old Students' Association (OSA) is the backbone of any institution. The college has an Old Students of GOVT.COLLEGE SERAJ AT LAMBATHACH Association is formed in every academic session. The need of such an association was realized for active participation of the students for progression of the institution through financial as well as nonfinancial sources. The members of OSA give objective feedback on various aspects of the college for its betterment. Although they have not contributed anything financially yet, but they are a source of inspiration for the students as they remain consistently concerned for the

improvement, and advancement of the institution.

File Description	Documents
Paste link for additional information	https://gclambathach.in/alumni.html
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

Our vision is to concentrate towards character building and enable students to contribute towards society and nation at large. The mission of the institution is:

- To aim at wholesome development of students through education and making them responsible citizens with global proficiency and cultural cognizance.
- We abide this mission by providing education for all the students coming from different strata of society with a rural backdrop and creating an amiable & conducive environment for learning.
- Our endeavor is to equip the learners with leadership qualities, to foster community-interface responsibility and translate their learning into lifelong commitment towards society.
- We cater to the needs of our students by providing them resources such as library & laboratories and arrange career counselling for their better future.
- This makes our student a proud and a respected human resource to build a constructive society and inbuilt in them values like self-discipline, simplicity, sincerity and humility.

A reasonable portrayal of faculties like humanities, sciences, and

commerce is assured while comprising committees for different activities related to fair functioning of the college for different exercises with respect to the working of the institution. Recommendations given by the OSA members for the betterment of the institution are considered properly by the college management. Students are assessed on regular basis through class-room interaction, class tests, and mid-term examinations and then the required reinforcement is given accordingly.

File Description	Documents
Paste link for additional information	https://gclambathach.in/visionmission.html
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.

G.C. Seraj at Lambathach supports a culture of participative administration by including staff members in a number of administrative roles. The two significant processes undertaken by our institution are academics and co-curricular activities. These are accordingly managed by the college in a decentralized and participative mode. As far as the academic aspect is concerned, admission and examination are the two decentralized practices of the institution. The admissions to different subjects/courses of study for the undergraduate level are made purely on a merit basis. Several admission committees are constituted at the commencement of each academic session to manage and regulate admissions to different classes. These committees are mentioned in the college prospectus and on the institutional website for the convenience of the students. The application forms submitted by the students are accordingly inspected by the committees to verify that the applicants accomplish the basic eligibility conditions for admission to the college. Merit Lists for various subjects/courses of study are prepared consequently. These merit lists are also displayed on the notice board to confirm transparency in the admission procedure. The applicants are then allowed to deposit their fees and funds. The admission clerk then maintains the record of students in the available software.

File Description	Documents
Paste link for additional information	https://gclambathach.in/committees.html
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Yes, the Institution has a plan for improvement of college in accordance with the Vision and mission statement of purpose of the college. The institution is expected to improve the official affairs for the welfare of the students.

The Perspective/Strategic approach of the college includes various components like establishment of classrooms and laboratories, procurement of latest laboratory equipment, and upgrading of the Library and learning resources.

The college has established it's IT Lab containing thirty desktop computers operating on Windows and Linux for boosting computer knowledge among its students. Both the Labs are Wi-Fi enabled. The IT lab has a Projector. Free and easy access of the IT lab is provided to all students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://gclambathach.in/facilities.html
Upload any additional information	View File

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

Principal is Incharge of the budgetary as well as managerial issues of the college. Different committees are comprised to execute the arrangement and approaches of Department of Education according to rules issued by Principal Secretary of Education. Principal acts as an administrator and supporter to different committees and bodies, which release their duties as per the instruction strategy of state govt. Principal makes all the

purchases by discussing with the college purchase committee as per the tenets and directions laid down by the Government. The planning and decision making in case of budgetary issues despite the fact that rests with the Principal, however different committees formed hold meetings and forward proposals which are ratified by the Principal. As the college is represented by HP Govt. the enlistment, advancement, and administration rules are chosen by the govt. The recruitment of teachers is done by HP Govt. through HP Public Services Commission in an open national level competition. The college is not approved to recruit teachers on regular basis but rather some gap arrangements are made at institutional level through PTA on temporary basis. The college has set up a system for Redressal of complaints. There is a Grievance Redressal cell which perform its duty consistently

File Description	Documents
Paste link for additional information	http://gclambathach.in/index.html
Link to Organogram of the Institution webpage	http://gclambathach.in/committees.html
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The teaching and non- teaching staff are the strength of any

Institution. These are the pillars on which all ambitions of the institution transformed into realities. The college administration is fully compassionate in every way to improve the professional growth of its teaching and non-teaching staff.

The various approaches implemented by the Institution for faculty development through training, and motivation are:

- Assistance of faculty involvement programmes for professional development planned by the other organizations such as Government College of Teacher Education, HP Institute of Public Administration, UGC Academic Staff colleges etc.
- Job advancement profits for those with higher qualifications such as M. Phil. and Ph.D. as well as opportunities for those who wish to advance their qualifications as per the Government of Himachal Pradesh rules.

The college offers all the welfare schemes for teaching and non-teaching staff as per the Government of Himachal Pradesh rules. These includes:

1. Provident Fund and NPS
2. Gratuity, Encasement of earned leave and other benefits at the time of retirement.
3. Insurance benefits under GIS
4. Provision to draw an advance from the GPF/CPF
5. Medical Reimbursement
6. Maternity leave (26 weeks)
7. Paternity Leave (2 weeks)
8. Duty leave to facilitate participation in conferences/ seminars
9. Study Leave
10. House Rent Allowance

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

0

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

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

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

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

16

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

As the college is government institution, all the faculty members are appointed by Principal Secretary, Higher Education, Govt. of Himachal Pradesh, Shimla through the HPPSC salary grades and other emoluments are granted as per UGC pay commission recommendations adopted by the state government.

The professional performance and achievements of teaching and non-teaching staff are monitored and evaluated through the API/ACR (Annual Confidential Report) based on the performance appraisal system as per the guide lines of the UGC and state government. The Principal of the institution evaluates ACR of the teaching and non-teaching staff marks his/her opinion and sends them to the Director of Higher Education for further actions. Teachers fill up API formats and forward them to the Director of Higher Education. There is also a system of performance appraisal for the non-teaching staff of the college. The ACR of teachers/non-teaching staff is also communicated to the peers in the Department of Higher Education which is reviewed for career enhancement

The feedback form has a well-defined set up of questions that help the students to evaluate the teachers on the basis of their knowledge, communication skill, punctuality, discipline, and teaching skill. The Principal analyses student's feedback and shares it individually. The college administration on behalf of Directorate of Higher Education keeps a vigil on the professional behavior and attitude of members of the teaching as well non-teaching staff. Periodical student feedback on teachers is maintained by the institution.

File Description	Documents
Paste link for additional information	https://education.hp.gov.in/?q=notice_board&tid=6
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly. 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 conducted an audit in March 2017 for the student funds and submitted its report. The college settled the audit objections of the auditors by producing the supportive documents and by making recoveries as pointed out.

The Department of Higher Education allocates budget on request and demand from the college. The salaries and payments are made through government treasury after passing the bills by the treasury officer. The payments are directly credited in the accounts of concerned employees. The tuition fee is collected and deposited in the Government Account through challans. All Government financial transaction are online and thus transparent. Receipts and payments books are audited by auditors of the office of the Accountant General Himachal Pradesh. Available sources of resource mobilization are the student's amalgamated fund (AF) and PTA fund. This money is used for the developmental activities of the college. For other developmental activities like infra structural development, requirements of books for library, establishment of computer lab etc. funds are sought from the Directorate of Higher Education which in turn are allocated depending on their availability.

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)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Principle sources of funds for the college are allotment from the Directorate of Higher Education, the state government, Developmental grants collected from the students, and PTA fund collected from the parents. The college does not have any Resource Mobilization Policy of its own. The students AF is another source for expenditure related to student welfare projects. Money from these funds is used for various activities in the course of the academic year like: sending teams for sports activities, youth festivals, organizing cultural activities in the college. The Principal and the bursar approve or disapprove the money for the expenditure accordingly. A utilization certificate is submitted by the convener of the concerned committee after expenditure.

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

Our College has an active IQAC for the last five years. Keeping in mind the overall progress of the college, the IQAC has regularly

been involved in planning and providing track to the different features of improvement in the college. The IQAC has been unremittingly betrothed in crafting an environment that helps the college to achieve its objectives in accordance 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 update its functioning. The contribution of the students in improving quality is confirmed by including student representatives in academics, administration, cultural and other co-curricular activities. The IQAC plays an important part in quality improvement by: distributing information on the various quality factors of higher education among faculty and the students, providing recommendations for introducing new programmes for enrichment of quality in all aspects of the curriculum, and endorsing the use of technology for enhanced teaching-learning aspect. The educational use of social media (WhatsApp, Google meet, etc.) has also been utilized to establish communication with the students.

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

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

The institution regularly reviews its teaching-learning process by:

- Presenting advanced academic change through mainly the Choice Based Credit System of teaching-learning-evaluation which has been a continuing process since 2013.
- Preparation of feasibility study report of the department before the introduction of new courses/Programme.
- Estimating teaching-learning procedure regularly through student feedback, keeping in mind the range and extent of courses and the felt needs of student, while maintaining parity with other institutes of higher learning in the state.
- Providing guidelines for Formative and Summative Evaluation.
- Integration of Extension Service with the Academic Curriculum.

- o **The college has comfortable**
- o **Apart from these, many other co-curricular activities are organized in the college in which all the staff members of the college take part enthusiastically.**

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	http://gclambathach.in/annualreport.html
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college has constituted a Sexual Harassment and Grievances Cell for safety and security of girl students. The institution is always ready to deal with the matters pertaining to any kind of harassment and gender sensitivity. In addition to it, the Anti - Ragging Committee is also formed as per the UGC guidelines. The campus is made secure by locking the gate so that no vehicles can

enter without permission. CCTV cameras are installed at different locations on the college building for the safety and security of the students. To facilitate girl students with personel hygeine, sanitary napkin vending machine is installed in the college. The college ensures regular counselling of the students through classroom teaching. Various programmes are organised by Women Cell related to the topics like women empowerment, girl education, women safety, self-defence and adolescent problems. The college has the facility of Common Room for girls where they can sit and relax. Separate lavatory facilities for girl students are also available.

File Description	Documents
Annual gender sensitization action plan	https://gclambathach.in/newsdoc/womenday22.pdf
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	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college pays special attention to manage solid andliquid waste. Separate dustbins for bio-degradable and non-biodegradable waste are placed in the campus. A pit is formed in the college premises where bio-degradable waste is collected and dumped for manure production. The manure produced is thereafter used for

gardening. Non-bio-degradable waste such as plastic and paper material is segregated and resold by the college. The science laboratories are producing negligible hazardous material and concerned departments. The non-working computer's spare parts and other non-working equipment are safely disposed off. The cartridge of laserprinters is refilled outside the college campus. USB batteries are recharged/repaired/exchanged by suppliers.

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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Govt College Seraj at Lambathach takes various initiatives to celebrate different days of Renowned personae, National festivals, and other such activities to deliver a comprehensive atmosphere by bringing students and teachers on a single platform. These functions help to develop harmony towards different culture, religion, linguistic, communal,socio-economicand other diversities. Annual prize function is organized every yearwhich helps to motivate the students for future life. All teaching, non-teaching staff, and students participate for the cause of nation. The inspirational talks are delivered by dignitaries.

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

India has individuals with different backgrounds i.e. cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race sex. To equip students with the knowledge, skill, and values, college provides an fruitful, caring, safe, attainable, and affordable learning environment. These values are included in the system of the college community by taking students and teachers with different background on single platform. The students are

inspired by participating in various programmes, organized by NCC, NSS, Rovers & Rangers, Eco-club, Red-Ribbon club on culture, traditions, values, duties, and responsibilities by inviting knowledgeable people. The college organized awareness programs on cleanliness, Swachh Bharat, etc. involving students. Code of conduct is prepared for students and staff and everyone should obey the conduct rules. The affiliating Himachal Pradesh University curriculum is made with necessory courses like Professional ethics & human values, Constitution of India, Essence of Indian Traditional Knowledge, which is a further step to develop constitutional values among the students. Guest lectures, workshops, and even special class presentation are organised to deliver lectures on ethics, values, duties, and to save the environment.

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

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized | A. All of the above |

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

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

The college organizes the national days, festivals, the birth & death anniversaries of the great Indian personalities like Mahatma Gandhi, Bhimrao Ramji Ambedkar, and S. Radha Krishnan to inspire the students to imbibe the qualities and to acknowledge the contribution rendered by them in shaping India. Some of them are: 12th January-The Birth Anniversary of Swami Vivekanand, 14th April- The Birth Anniversary of Bhimrao Ambedkar,15th August-Independence Day, 5th September-Dr. Radha Krishanan birthday as teacher's day, 2nd October-The Birth Anniversary of Mahatma Gandhi as Swachhata Abhiyan.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	*View File*
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.

Best Practice-1

Title of the practice: ICT Enabled Campus

Objective of the practice:To enhance ICT skills among leaners.

The Context: The students have an access to the learning resources enriched study material from INFLIBNET centre in the institute.It enhances scope of education by facilitating mobile learning and inclusive education.

The Practice Evidence of Success: The students access ICT lab and visit various digital libraries mentioned in the college website.

Problems Encountered and Resources required:As the college is located in a rural backdrop, the LAN connectivity and internet facilities are not up to the mark.

Best Practice-2

Title of the practice: Community Interface

Objective of the practice:To foster spirit of community services among the students.

Context of the practice:It provides ample opportunities for them to engage in extension and outreach activities via Eco Club, NSS, NCC, Rovers and Rangers, and Red Ribbon Club, etc.

Evidence of Success: There has been a positive and visible improvement in cleanliness of the college campus and surrounding area.

Problems encountered and Resources required: There isneed to provide sufficient funds and ample opportunities for the employability in community services.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

The institution has always tried to inculcate eco sensitivity among students and imbue the students with the spirit of environmental consciousness. The college motivate students to conserve the flora and fauna available in anywhere generally and in the campus particularly. The college is located in the lap of

nature. It is 76 km away from the district headquarter. Majority of the students belong to the rural background and are a part of an agrarian society. This cultural belief is used to motivate and encourage the students to save, protect and grow the forest cover. A variety of trees like Deodar, Walnut, Oak, Taxus, and Prunus species have been planted in the college. The plants are distributed among the college students to develop a sense of responsibility towards the environment. The surviving plants have grown at a healthy rate. The students take a keen interest in these activities and have successfully planted trees around their homes and villages.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To complete the work of office digitisation and library automation
2. To start the post graduate classes in Political Science,English,and Hindi
3. To start IGNOU study centre in the institution
4. To complete the process of FCA
5. To organise faculty development programme and national conferences in the college
6. To equip the faculty members with latest trends in the field of education and research
7. To extend the extension activities in collaboration with the local bodies
8. Introduction of new skill based short term courses
9. Preparedness for implementation of NEP 2020
10. Installation of the solar panels
11. To establish Botanical garden in the college