

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

H N B GOVT P G COLLEGE

1.2 Address Line 1

VILL- BHOOR MAHOLIYA

Address Line 2

TEHSIL- KHATIMA

City/Town

KHATIMA

State

UTTARAKHAND

Pin Code

262308

Institution e-mail address

gpgckhatima@gmail.com

Contact Nos.

05943-252244

Name of the Head of the Institution:

Dr. Hariram Tirua

Tel. No. with STD Code:

05943-252244

Mobile:

9719239945

Name of the IQAC Co-ordinator:

Dr. Chinmay Joshi

Mobile:

9411115502

IQAC e-mail address:

gpgckhatima@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGHN 14527

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/64/RAR/15 DATED 08/07/2013

1.5 Website address:

www.hnbgpgckhatima.com

Web-link of the AQAR:

www.hnbgpgckhatima.in/AQAR2014-15

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C+	60-65%	2004	2009
2	2 <sup>nd</sup> Cycle	C	1.82	2013	2018
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

08/05/2006

1.8 AQAR for the year (for example 2010-11)

2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011) - NA

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

KUMAUN UNIVERSITY, NAINITAL

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc - NA

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 04

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

NA

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC- NIL

Total Nos.  International  National  State  Institution Level

(ii) Themes

NIL

2.14 Significant Activities and contributions made by IQAC

- (i) To Ensure quality Education Periodic Notices have been Served to the teachers and students try to encourage them to Involve in quality teaching, learning and research activities.
- (ii) IQAC unit of our college has sanctioned various curricular and Extracurricular and Extension programmes organized by different committees.
- (iii) The IQAC was Effective in getting online feedback of students where the students noted their teachers.
- (iv) Facilitated to organize workshops/Training for teachers for quality Improvements.
- (v) Periodical meetings are conducted to review the progress.
- (vi) IQAC initiated for the promotion of research work in various subjects.

#### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
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<p>(i) Fulfilling Social Responsibilities</p> <p>(ii) Dedicated to conduct various activities for college staff and students.</p> <p>(iii) Create Research Environment.</p> <p>(iv) Catering the needs &amp; issues of Students.</p> <p>(v) IQAC Decided to organize Alumni meet.</p> <p>(vi) To conduct various extension activities to increase the values of social responsibilities among students.</p>	<p>Conducted Legal Educational Campaign.</p> <p>We successfully conducted various sports activities.</p> <p>To encouraged research scholars to publish their own Research papers.</p> <p>Various Committees were established.</p> <p>As per the plan of IQAC we organized Alumni need.</p> <p>Saheed Bhagat Singh Jayanti, Hemvanti Nandan Bahuguna Jayanti, World Environment Day.</p>
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\* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

Relevant issues are discussed in IQAC and suggestion of members are incorporated for future action plans.

## Part – B

### Criterion – I

#### **1. Curricular Aspects**

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02			
PG	02			
UG	03			
PG Diploma	01		01	
Advanced Diploma	01			
Diploma				
Certificate				
Others				
<b>Total</b>				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	01

11.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
**(On all aspects)**

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NA

## Criteria

## 2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
16	13	03		

2.1 Total No. of permanent faculty

14

2.2 No. of permanent faculty with Ph.D.

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
08	02								

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	02		
Presented papers		03	02
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Our professor have an interaction with the student in the class with the help of this interaction with the teaching, learning process is made easier. Some important queries are cleared with interaction method.
2. Departmental calendar for the entire academic year to be prepared in the first month.
3. Formation of course wise student faculty committees.
4. Paperwise result analysis to be submitted by departments along with follow up remedial measures which are there discussed in the IQAC.

2.7 Total No. of actual teaching days during this academic year

212

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

02		
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2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
ARTS	5056					84%
SCIENCE	1931					90%
COMMERCE	239					92%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- i. Development & application of quality.
- ii. Monitor the teaching learning process by discussion with teaching staff & students.

iii. Parent-Teaching Meeting took main role to boost up.

iv. Democratise Interaction between student & teacher.

Almost every activity is monitored to enhance the quality of teaching & learning process & now students are also realising this difference.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	06
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	03		-	
Technical Staff	04	04	-	04

### Criterion – III

#### 3. Research, Consultancy and Extension

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. IQAC unit always promotes and motivates for the research culture among students and teachers.
2. IQAC creates research climate by organizing workshops, seminars and conferences.
3. IQAC conducted various meeting for the promotion of research. We have maintained the minutes of meetings in IQAC register.
4. Assignment and project reports are part of PG syllabus.

3.2 Details regarding major projects - NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects- NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications-

	International	National	Others
Peer Review Journals	4	7	2
Non-Peer Review Journals	-	-	-
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations - NIL

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2017	Ugc	01lakh	75000
Interdisciplinary Projects				

Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number					02
Sponsoring agencies					COLLEGE

3.11 No. of conferences

organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons



University level		State level	
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="01"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS: NIL

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC: NIL

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="4"/>	NSS	<input type="text" value="4"/>
		Any other	<input type="text" value="2"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Special lecture on Women Empowerment was organised. This programme was organised on National Youth Day.

Swaccha Bharat and Van-Mhotsava programme were conducted by NSS units.

Our college NSS and NCC volunteers active participated in puls polio Programmes NSS camp, blood donation camps, NCC camps, career counselling, Rover ranger camps.

## Criterion – IV

### 4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	31 BIGHA			
Class rooms	10	06		
Laboratories	05	04		
Seminar Halls	01			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				70,000
Others				

4.2 Computerization of administration and library

All the admission, fee collection, accounting work, issue of leaving certificate is computerized.  
 Submission of scholarship forms also online system by students welfare office.  
 All functions of library are computerized.  
 Bar-coding of books completed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23,000		275			
Reference Books	7200					
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	01	03	03	01			
Added								
Total								

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

All the departments have been provided with Laptops and anti-virus software for effective functioning. Administrative office UGC Networking Resource Centre are

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	30,000
ii) Campus Infrastructure and facilities	5lakh
iii) Equipments	1 lakh
iv) Others	
<b>Total :</b>	<b>6,30000</b>

### Criterion – V

## 5. Student Support and Progression

### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- (i) Rover & Rangers Activity is going on very well. There are 12 seats in Rover & 12 seats in Ranzers.
- (ii) There is one N.C.C. Girls unit having 50 seat's running on very well.

## 5.2 Efforts made by the institution for tracking the progression

- (i) A full pledged Anti Ragging cell is working for 24 \*7 and the cell for controlling sexual harassment is more vigilant.
- (ii) Remedial classes after the first-semester and class test for weak students.
- (iii) Yearly Alumni meets are organized by the institute to track the progression.
- (iv) Feedbacks are taken from the students.

UG	PG	Ph. D.	Others
6171	1123	06	

## 5.3 (a) Total Number of students

(b) No. of students outside the state

70

(c) No. of international students

12

No	%
3000	30%
No	%
4402	70%

Men

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
2442	89 1	15 63	115 3	11	6468	2285	86 3	16 11	112 1	6	734 5

Demand ratio

Dropout %

## 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- (i) The students belonging to SC/ST, OBC and economically weaker sections are provided Govt. scholarship and seats are kept reserved for the admissions of these students.
- (ii) Students with physical disabilities are provided with ramp facility and library facility. It is provided in the staff room and departments.
- (iii) The guidance centre organises the programs for competitive examinations.

No. of students beneficiaries

500

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

- (i) College provides counselling for the students. Issues like domestic conflicts, exam stress and social media are handled with them. Students are also given guidance by the faculty and resources persons. Workshops on personality development and communication skills are arranged for students.
- (ii) Soft skills programme is conducted for UG students.
- (iii) Mentor and mentee programme is implemented.

No. of students benefitted

300

5.7 Details of campus placement - NIL

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed

## 5.8 Details of gender sensitization programmes

A Gender Sensitization Committee is already constituted and its task is mainly to hold campaigns and workshops.

The new batch of students also gets a kit/handbook which include basic information about the do's/don't about sexual Harrassment. The process of setting up of the Committee for Prevention of Sexual Harrassment (CPSH) is already on and the elections for constitution of the CPSH will be held in the next academic session.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	3200	9.60 crore
Financial support from other sources	Gaura Devi	3.4 lakhs
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed : 02 water cooler installed, Cycle stand, Girls Common room constructed

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision:** To inculcate the universal human values of education as upheld by Hemwati Nandan Bahuguna (HIMA LAYA PUTRA)

To Provide “Education to all”.

To Combine traditional values (THARU & KUMAUNI) with modern education.

To promote and Encourage the study of basics modern Science & humanities.

To preserve and promote Ancient study like “YOGA EDUCATION”, “NATURAPATHOY” ETC.

**Mission:** To Contribute to be sustainable development improvement of society by educating the youth. To enable them to become highly qualified, mature men & women able to meet the needs of all human activities.

To stimulate the academic environment for promotion of quality of teaching-learning & research in higher education institutions.

To undertake quality related research studies, consultancy and training programme.

6.2 Does the Institution has a management Information System

For Instance, without charging donation to the candidates. The management intends to make the institution Self sufficient.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Curriculum development is done by university however some of our staff members and they forms the syllabus.

#### 6.3.2 Teaching and Learning

1. College provides all the required facilities to staff and students to strengthen the teaching and learning process.
2. Active learning model as teaching pedagogy.
3. Definitive mechanism to achieve learning outcomes “For all academic programmes.
4. Field based studies and surveys to enrich the teaching-learning process.

However college conducts internal exam as for university norms.

#### 6.3.4 Research and Development

College provides all the facility to research guides and student to carry the research.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- We are having sufficient infrastructure.
- Library is having adequate funds for broke.

#### 6.3.6 Human Resource Management

- The teaching and non teaching staff are appointed as per state government rules so there os deficiency of both teaching and non teaching staff.

#### 6.3.7 Faculty and Staff recruitment

- The recruitment purely on merit basis and as per rules of university and state government.

#### 6.3.8 Industry Interaction / Collaboration

- Counselling services are provided to the students through the Career & Counselling Cell.
- Training & Placement Cell provides information about employment opportunities and the placement of the students. It organises campus interviews by inviting various Industries.
- Establishing new and developing areas of Research based on the research portfolio of various organization thereby inculcating their involvement in joint research projects.

6.3.9 Admission of Students

- (i) Admission of the students for different subjects is strictly on merit basis in P.G.
- (ii) Online Student Admission process.
- (iii) Counselling to students to choose appropriate choice/combination of subjects in Arts, Commerce and science at the time of admission.
- (iv) ~~Support for computation Access during admission to rural/outside students for form filling etc.~~

Teaching	Staff club
Non teaching	Inverter installed
Students	Canteen Cycle stand

6.4 Welfare schemes for

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

Y

No

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DHE	Yes	IQAC
Administrative	Yes	DHE	Yes	Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes      Yes  No

For PG Programmes      Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 V  
colleg

- |   |
|---|
| <ul style="list-style-type: none"> <li>i. Online submission of question papers duly scrutinised and moderated by HOD's.</li> <li>ii. Showing of answer scripts to students.</li> <li>iii. Following UGC norms on evaluation.</li> <li>iv. System of minimum attendance followed for students in End-sem exams.</li> <li>v. Summer school for failed and students disqualified from regular exam.</li> </ul> |
| NA  |

6.11 Activities and support from the Alumni Association

- |  |
|--|
| <ul style="list-style-type: none"> <li>-Alumni are called for guest Lecture.</li> <li>-Alumni are called for motivational Lecture.</li> <li>-The suggestion have been taken from Alumni for the betterness of students.</li> </ul> |
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6.12 Activities and support from the Parent – Teacher Association

<p>Parent-Teacher association helps in the development and solving the problems of students.</p>
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### 6.13 Development programmes for support staff

- (i) Plantation of tree.
- (ii) Cleanness of campus.
- (iii) Plastic tree campus

### 6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Students and staff participate in plantation programs.
2. Making office paperless through computerization
3. Eco friendly disposal of paper waste (without burning)
4. Reusing of the paper (other side).
5. Smoking prohibited in College campus.
6. Plastic ban in College campus.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- (i) Biometry is installed which shows maximum staff are spending more time in Institution.
- (ii) Implemented online supplementary examination registration process.
- (iii) Supply of subject wise and paper wise Question banks to all the students.
- (iv) Helping the poor students from poor fund collected from the staff.
- (v) Maintaining the progress reports of the students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Achievements
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7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strength** – (i) Well qualified and research oriented faculty.

(ii) Financial Transparency

(iii) Student Centric academic and administrative leadership of high quality.

(iv) Adequate infrastructure to cope up with educational needs.

**Weakness** - (i) Lack of professional approach among students.

(ii) No Physical Director (University policy/ Government policy)

**Opportunities** – (i) Developing skill oriented short term courses for students.

(ii) Developing research culture on local issues for the social contribution.

(iii) Developing of science related courses in the area.

**Threats-** (i) Decreasing trend towards traditional academic subjects (e.g. Languages, Social Sciences)

(ii) ‘Small Town Mentality’ and lack of Scientific Temperament among people and pupils.

## **8. Plans of institution for next year**

(i) In future the working Efficiency of library will be Improved.

(ii) Function of guidance centre will be boosted to train the S.C/S.T. students for UPSC, UKPSC & other examinations.

(iii) The teacher are encouraged to apply for major & minor research project.

(iv) More attention to Alumni-college interaction.

(v) Introduction of technology supported courses.

(vi) Online evaluation of answer scripts.

*Name Dr. Siddheshwar Singh*

*Name Dr. Hariom Prakash Singh*

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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