



YEARLY STATUS REPORT - 2021-2022

| Part A | |
|--|--|
| Data of the Institution | |
| 1.Name of the Institution | H.N.B.GOVERNMENT P.G. COLLEGE,KHATIMA, DIST. U.S.NAGAR UTTARAKHAND |
| • Name of the Head of the institution | Dr. Ramesh Chandra Purohit |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 05943252244 |
| • Mobile no | 8958843491 |
| • Registered e-mail | gpgckhatima@gmail.com |
| • Alternate e-mail | iqacgpgckhatima@gmail.com |
| • Address | Bhood Maholiya Tehsil- Khatima, Post -Khatima Dist-Udham Singh Nagar |
| • City/Town | Khatima |
| • State/UT | Uttarakhand |
| • Pin Code | 262308 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Co-education |
| • Location | Semi-Urban |

| | |
|---|---|
| • Financial Status | UGC 2f and 12(B) |
| • Name of the Affiliating University | Kumaon University |
| • Name of the IQAC Coordinator | Dr. Harendra Mohan Singh |
| • Phone No. | 05943252244 |
| • Alternate phone No. | 8958681472 |
| • Mobile | 7060702476 |
| • IQAC e-mail address | iqacgpgckhatima@gmail.com |
| • Alternate Email address | gpgckhatima@gmail.com |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | http://www.hnbgpgckhatima.in/uploads/files/shares/AQAR/AQAR-2020-21.pdf |
| 4.Whether Academic Calendar prepared during the year? | Yes |
| • if yes, whether it is uploaded in the Institutional website Web link: | http://www.hnbgpgckhatima.in/uploads/files/shares/A Cal 2021-22.pdf |

5.Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|---------|-------|------|-----------------------|---------------|-------------|
| Cycle 1 | C+ | 65 | 2004 | 08/07/2004 | 07/07/2009 |
| Cycle 2 | C | 1.82 | 2013 | 03/05/2013 | 02/05/2018 |

6.Date of Establishment of IQAC

08/05/2006

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 |
|--|--------|----------------|-----------------------------|--------|
| H.N.B.GOVERNMENT P.G. COLLEGE, KHATIMA | NA | NA | NA | NIL |

| | | |
|--|---------------------------|--|
| 8.Whether composition of IQAC as per latest NAAC guidelines | Yes | |
| <ul style="list-style-type: none"> • Upload latest notification of formation of IQAC | View File | |
| 9.No. of IQAC meetings held during the year | 4 | |
| <ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> • 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 | |
| <ul style="list-style-type: none"> • If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| <p>In addition to continuing teaching and learning through online digital platforms (such as email, Google Classroom, and video conferencing), the beginning of teacher-student interactions was smoothly carried out through offline mode also as a result of the decrease of COVID-19.</p> | | |
| <p>One smart class each in Arts and Commerce Department for Arts and Commerce Faculty has been established as per suggestion of IQAC.</p> | | |
| <p>Communications were started with the local MLA regarding repairing the damaged boundary wall of the college campus. As a result, the reconstruction process has been started.</p> | | |
| <p>For developing skills among students regarding language, writing, environment and social aspects Various programs were organized by Science, Arts, Commerce and B. Ed faculties</p> | | |
| <p>Blood donation camp was organized by NSS and B. Ed. Department separately.</p> | | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |

| Plan of Action | Achievements/Outcomes |
|--|--|
| <p>Briefing the minutes of the previous meeting held on 24 -June, 2021</p> | <p>The Principal was apprised by the coordinator of the IQAC cell about the work done and ongoing in the last session (2020-21). The IQAC cell also informed about the achievements made in the targets set for the meetings held in the last session (2020-21).</p> |
| <p>Fulfilling the gap created during the Covid-19 pandemic</p> | <p>The main focus of this meeting was to make some innovative attempts for filling the gap created during the Covid-19 pandemic. IQAC coordinator advised that, in addition to continuing teaching and learning through online digital platforms (such as email, Google Classroom, and video conferencing), the beginning of teacher-student interactions should also be through offline mode as a result of the decrease of COVID-19.</p> |
| <p>Establishing a smart class for each faculty</p> | <p>Discussions were made about establishing a smart class for Arts and Commerce Faculty.</p> |
| <p>Repairing of the damaged boundary wall of college campus</p> | <p>A meeting was organized with construction team of college body as well as some communication regarding it were started with local MLA.</p> |
| <p>To conduct departmental activities with reference to aware the students about environment</p> | <p>Plantation program on the occasion of Harela festival by NSS.</p> |
| <p>Skill development activity</p> | <p>Various programs were organized for students at UG and PG level students by Science, Arts, Commerce and B. Ed faculties for</p> |

| | |
|--|--|
| | developing skills regarding language, writing, environment and social aspects. |
| Blood Donation Camp | Blood donation camp was organized by NSS and B. Ed. Department separately. |
| Purchasing of books | Chairperson of IQAC cell directed to the library in-charge for taking necessary action immediately by to purchase books for all the faculties |
| World Aids Day | Few programs were organized for students on World AIDS Day by Faculties of College |
| Organization of awareness programs for villagers nearby Khatima | NSS team of college visited to the villages and organized some awareness programs on literacy, Women empowerment and environment |
| Re-framing the IQAC Cell | There was an intense discussion among the IQAC team members to reframe the IQAC cell. |
| Previous AQAR preparation, Completion and proper Monitoring the AISHE and college website | Chairperson of IQAC directed to the Coordinator arrange all related data and information required for the preparation of AQAR. For monitoring properly the college website, AISHE and data required for the preparation of AQAR are regularly being updated. |
| Communication with Director, Higher Education Department about the creation of some teaching and non-teaching posts in college | Director, higher education and higher education department, Uttarakhand Govt. was communicated for creating some teaching and non-teaching posts in college |
| 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 |
|---------|--------------------|
| 2021-22 | 30/12/2022 |

15. Multidisciplinary / interdisciplinary

The session of 2021-22 syllabus designed by the university has no specific multidisciplinary/ interdisciplinary papers. However, inside the syllabus, some aspects of multidisciplinary/ interdisciplinary are included at UG and PG levels. Based on these aspects, some lectures are delivered by teachers for enriching multidisciplinary/interdisciplinary approaches among the students.

At Post Graduate level, students must do the Dissertation work to obtain Post Graduate degree. Through the Dissertation work faculties of the institute always try to integrate the humanities and arts with Science among students for exploring creativity and innovation, critical thinking and higher-order thinking capacities, problem-solving abilities, teamwork, communication skills in social and moral awareness, etc.

A distinctive feature of Khatima College is the sustained effort of its IQAC towards curriculum enrichment through interdisciplinary and multidisciplinary activities as they provide a social context and perspective to the teaching-learning process and an opportunity to broaden the knowledge gained from regular curricular activities.

16. Academic bank of credits (ABC):

The Academic Bank of Credits (ABC) has been envisaged to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one program to another, leading to attain a Degree/ Diploma/PG-diploma, etc. But till now the ABC system was not implemented in the University syllabus.

17. Skill development:

As all, we know Education, Skills, and employability are of paramount importance in today's context. Practical education positively influences various facets of growth and development such as poverty reduction, health, and gender equality among others. Skilling refers to the training, practical, theoretical, and soft skill knowledge of current industry standards. Concerning all the above-stated aspects, H. N. B. GOVT. P. G. College Khatima conducts graduate and post-graduate degree courses for students in Arts, Science, and Commerce subjects. These courses help enrich the behavior and practical and economic skill of the students. Besides it, the dissertation at the postgraduate level is beneficial for enriching the skill ability of all faculty the students.

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

All aspects of the Indian Knowledge System, when will be integrated surely will show a positive change in the student's behavior. In the meantime, as per the university syllabus of post-graduate and graduate classes, students of various faculties of H. N. B. GOVT. P. G. College Khatima, is being taught to promote interdisciplinary approaches to some aspects of the Indian Knowledge System. Through this approach, we can try to preserve and disseminate the Indian Knowledge System for further innovations and societal applications, and actively engage in spreading the rich heritage of our country and traditional knowledge. During the present session (2020-21) few specific courses concerning Indian Language, Indian ancient traditional knowledge, and Indian culture and traditions are being run through the Open University platform in the Institute. Yes, presently in a few of the subjects major part of the Kumaun University syllabus covers some aspects of the Indian Language, Indian ancient traditional knowledge, and Indian culture and traditions, and are being taught to students with interest. IQAC cell of the Institute also is trying to utilize this approach in the field of Arts and literature, Basic Sciences, Management, Economics, etc.

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

Outcome-based education is a system where all the parts and aspects of education are focused on the outcomes of the course. The students take up courses with a certain goal of developing skills or gaining knowledge and they have to complete the goal by end of the course. There is no specific style or time limit for learning. The student can learn as per their choice. The faculty members, moderators, and instructors guide the students based on the target outcomes.

Based on the above in mind, the IQAC cell had tried to develop ideas in students' minds to achieve targets by organizing meetings among students and faculty members. The IQAC cell of the institute attempted to encourage the professors for the implementation of their innovative ideas during their delivered lectures in the classes.

20.Distance education/online education:

Distance Education "is a process to create and provide access to learning when the source of information and the learners are separated by time and distance, or both." In other words, distance learning is the process of creating an educational experience of equal qualitative value for the learner to best suit their needs outside the classroom. This emerging technology is becoming widely used in universities and institutions around the globe. With the recent trend of technological advances, distance learning is becoming more recognized for its potential in providing individualized attention and communication with students internationally.

H. N. B. GOVT. P. G. College has a center of Uttarakhand Open University (UOU). The University uses novel educational programs, various modes of communication technology, and contact sessions to make distance learning more effective. The major objective of the University is to cater to the educational needs of the target groups to create a skilled and knowledge-based human resource for speedy upliftment and development of the State. Uttarakhand Open University is especially focusing on the educational needs of women, the tribals, and other marginalized sections. It has extended its reach to the most distant and difficult places and has made its presence felt even in the remotest corners of the state.

Online teaching plays a key role in the education system in India but it became more popular during the Covid-19 pandemic because, after March 2020, schools and colleges had been shut down. When the college was fully closed to students during the Covid-19 pandemic, all faculties were directed to conduct online classes. Besides online classes, virtual classes were also carried out during the session 2020-21. Online teaching also became an important mode of education during the pandemic. Online teaching took place smoothly and during this period, students and teachers didn't need to present together at a particular place.

Extended Profile

1.Programme

| | |
|--|---------------------------|
| 1.1 | 38 |
| Number of courses offered by the institution across all programs during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.Student | |
| 2.1 | 3748 |
| Number of students during the year | |
| File Description | Documents |
| Institutional Data in Prescribed Format | View File |
| 2.2 | 724 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.3 | 1203 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 37 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 8 |
| Number of sanctioned posts during the year | |

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

| 4.Institution | |
|--|--------|
| 4.1 Total number of Classrooms and Seminar halls | 25 |
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 618965 |
| 4.3 Total number of computers on campus for academic purposes | 14 |

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

Yes, we do have a nomenclature for an effective curriculum transaction. Our institute majorly focuses on effective curriculum transactions. In the following procedure of curriculum transaction, we focus on classroom interaction as well as co-curriculum activities. There are numerous amount of activities that are taking place as per our curriculum, we also believe that regular monitoring is the key to success in any process, and for that, we have also formed various committees at the college and department level. These departmental committees submit their reports regularly to the college-level committee, wherein the departments are accountable for the well-planned curriculum delivery and documentation; with an up-to-date record of the following. The college-level committees ask them to submit their reports periodically and based on those reports assess the execution of the plans and physical verification also takes place. Thus, we have also found that these practices are very helpful to enhance the quality of teaching and improve learning as well.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.kunainital.ac.in/ |

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

The following reforms have been provided at the college level on Continuous Internal Evaluation (CIE). At the beginning of the semester/year, students are apprised about Continuous Internal Evaluation (CIE) that they could be regularly evaluated throughout the semester. Under Continuous Internal Evaluation, a student's performance is monitored and evaluated formally as well as informally. Formal evaluation is done via sessional tests and Assignments. The Kumaun University Nainital conducts the single yearly and two-time session test at the UG/PG level. Besides this formal assignment and evaluation, students are also evaluated informally based on their active participation in the teaching-learning process, their punctuality, regularity and their performance in group discussions, classroom quizzes, etc. CCTVs are installed on the whole campus for monitoring students' activities, particularly during examinations to stop cheating. All the activities are monitored by the senior superintendent (SS), assistant superintendent (AS), and other helping staff. This ensures a fair examination system. Transparency is maintained in declaring the results of infernal tests. Students' problems are rectified on the spot. Detailed feedback is provided to them about their performance. Suggestions are also provided for improvement. Besides their syllabus, we also motivate and provide appropriate knowledge to students for state/national examinations like DEFENCE SERVICES /UKSSSC /JAM/BANKING/RAILWAY/GATE /NET /UKPSC /UPSC etc. resulting in more students clearing state-level exams and giving their services in Govt. of Uttarakhand, Central Government, and other state Governments.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | http://www.hnbgpgckhatima.in/uploads/files/shares/A_Cal_2021-22.pdf |

| | |
|--|-------------------------------------|
| <p>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</p> | <p>B. Any 3 of the above</p> |
|--|-------------------------------------|

| 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

12

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

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) | View File |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students 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 Institution is an affiliating college that through its co-curricular activities tries to inculcate values and ethics among its students. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum through myriad activities conducted throughout the year. Through these programs, students imbibe universal moral and social values, sensitivity towards gender issues, and environmental consciousness.

1. Gender sensitization programs like lectures, seminars, and workshops

2. Celebration of Women's Day.

3. Environmental education through projects, fieldwork, nature club activities, and Green Audit. Students are also encouraged to participate in different programs like online quiz contests organized by other Institutions for enhancing awareness related to the environment.

4. Human values are promoted through the activities of the NSS,

Rover-Ranger, and other activities. The NSS unit of the College refers to the Handbook of NSS.

5. Community outreach and other social welfare programs.

6. Frequently speech on value education amongst students.

7. Handbook of Ethics and Code of Conduct uploaded on the College website and also enunciated by the Principal during Students' Orientation.

8. Programs on professional ethics and value education conducted by the B.Ed Department.

9. Observance of Earth Day, World Environment Day, Forest Week.

10. Upholding values of multiculturalism, egalitarianism, diversity, and gender empowerment through functions like the Annual Programme, Independence and Republic Day celebrations as well as through the activities of various clubs and societies, poster competitions and presentations, etc.

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

7

| File Description | Documents |
|--|---------------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | View File |
| 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 |
| Institutional Data in Prescribed Format | View File |

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

221

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

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 | http://www.hnbgpgckhatima.in/uploads/files/shares/igac/SSS%20Report/SSS_questionnaire_report_2021-22.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | No File Uploaded |

| | |
|---|---|
| 1.4.2 - Feedback process of the Institution may be classified as follows | A. Feedback collected, analyzed and action taken and feedback available on website |
|---|---|

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | http://www.hnbgpgckhatima.in/uploads/files/shares/iqac/feedback/1_WEB_Feedback_TO_BE_PR_EPARE_2021-22.pdf |

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 students admitted during the year

1874

| 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

669

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and

organizes special programs for advanced learners and slow learners.

For advanced learners the approaches adopted are as follows:-

1. More challenging work in the form of projects and home assignments.
2. A well-stocked library with advanced reference facilities.
3. Incentives in the form of merit scholarships and prizes.
4. Encouragement for participation in inter-college and intra-college competitions, and paper presentations using ICT.
5. Special lectures by eminent speakers from industry and academia.
6. Knowledge about online resources for study material.
7. Free internet access.
8. Counseling by faculty to appear for competitive examinations.
9. Career fairs, seminars, and workshops.
10. Opportunities for publication in college magazines.

Identification of weak students made based on interactions and assessment tests during classes. The strategies adopted to level up the slow learners are as follows:

1. Meeting and communicating to the weaker students their areas of weakness.
2. Organizing remedial classes.
3. Teachers are available beyond class hours to counsel the weaker students.
4. Monitoring the progress of the students through written assignments and the progress record maintained.
5. Discuss, how to present answers in the examination.

| File Description | Documents |
|---------------------------------------|--------------------|
| Paste link for additional information | NA |
| 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 |
|--------------------|--------------------|
| 1874 | 37 |

| 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

Learning is made more student-centric through a combination of old and new methods of teaching. To motivate the students beyond the scope of theoretical knowledge various student-centric learning methods like workshops, seminars, film shows, group discussions, field trips, institutional visits, slide shows, case study-based research projects, internships, etc. have been adopted. Student-centric methods are an integral part of the pedagogy adopted by the faculty for which the college provides all possible support such as:

1. Smart classrooms.
2. Interactive projectors and smart boards.
3. Personal laptops for faculty.
4. Fully Wi-Fi campus.
5. Open access library.
6. Facility to download e-resources.
7. Digitization of lessons.
8. Seed financial assistance for students' research projects.
9. Xerox facility at subsidized rates.
10. Fund allocation for institutional visits and excursions.
11. Institutional book grant in addition to UGC grant.
12. Fund for the purchase of laboratory instruments, equipment, and materials.
13. Fund for organizing workshops, seminars, and conferences.
14. State-of-the-art Media Lab, Computer Labs, and Audiovisual Seminar room.
15. Content enrichment material.
16. Pedagogical analysis.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| Link for additional information | http://www.hnbgpgckhatima.in/photogallery/ict-tools |

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

The ICT-enabled learning environment of the institution is conducive to developing creative and critical thinking as well as scientific temper among the students. Faculty are provided with the requisite facilities for the preparation of computer-aided teaching-learning material. Both faculty and students have access to the following modern teaching aids:

1. The online teaching-learning facility was very in place with the support of a renowned online platform provider since 2015. The platform has been put to extensive use during the pandemic times when distant teaching-learning became the only mode of communication between teachers and students. Regular classes are taken through this online platform according to a fixed routine set by the institution.
2. Classes are accessible 24X7 as recorded material in the LMS reaching out to the students beyond the regular teaching hours.
3. An adequate number of high-end interactive projectors and computers for use in seminars and lectures.
4. Digitization of lessons.
5. Interactive smart boards.
6. High-end personal laptops and tablets for faculty.
7. In the EDU-SAT classroom, a well-equipped open-access facility is available for faculty and students. E-resources are available through national networks.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

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

37

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

37

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | View File |

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

23

| 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

128

| 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 institution's mechanism of internal assessment is transparent and robust in terms of frequency and variety. There is a semester system at Post Graduation level and a yearly system at Under Graduate level, of which internal assessment is a very crucial and integral part. For internal examination at the college level, the students are asked to appear for a variety of tests viz. Class Tests, Viva-voce, group discussion, presentation, quizzes, etc. and submit preparatory assignments given to them. The number of actual regular classes, presence of the students in classes on regular basis, presence of students in EDU-SAT, Reading Room; class test results, preparatory assignment results, and semester main exam results are some of the means to monitor and evaluate the quality of teaching-learning. Based on these criteria, the process of internal assessment is done and the students are provided marks which are sent to the university by uploading the marks on the University's website. For the Class test, the question papers are prepared by the respective faculty of the subject. After evaluation, the copies are shown to the students so that they can assess their performances. Preparatory assignments are also shown to the students after evaluation. The teachers make them acquainted with what needs to be improved which proves to be very useful for their preparation for the main examination. In such a way, the student's performance is evaluated throughout the year with full transparency.

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

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

The Examination Committee of the College takes care of students' examination-related grievances which are immediately addressed. If the student has any grievance regarding evaluation, the student/complainant can ask for a photocopy of the evaluated copy through RTI Act, 2005. This process is time-bound because the University has to respond within 30 days; otherwise, the student is free to move to higher authorities. The student can also approach the "University Redressal Cell" via the Exam In-charge and the Principal of the College. The University provides the facility of scrutiny of marks awarded to the students and also the opportunity to appear in the Improvement Examination on fulfilling certain conditions. The whole process from admission to the uploading of the marks of Internal Assessment has been digitalized giving way to complete transparency and fairness. The student can download admit card from the university website. Any grievance related to the admit card and mark-sheet like misprinting of the names or figures etc. is well-addressed by the examination committee. The examination committee immediately looks into the matter and takes necessary actions. The Exam committee of the College is fully committed to solving any kind of examination-related grievances of the students with utmost care and accountability making the mechanism fully transparent,time-bound, and efficient.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://kuntl.net/rti-online-live/ |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Program and course outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://hnbpgckhatima.in/uploads/files/shares/igac/Program%20Outcome/PO_POS_ALL.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution follows the syllabi laid down by the affiliating university for all its subjects. It ensures the completion of the mentioned syllabi through a teaching plan that is also provided to the students at the beginning of the academic session. The Principal in coordination with the Heads of the Department monitors the execution of the assigned syllabus and its timely completion. The outcome of the course is evaluated through the performance of the students that are analyzed at the end of each year/ semester examination.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://hnbpgckhatima.in/uploads/files/shares/igac/Program%20Outcome/PO_POS_ALL.pdf |

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

| File Description | Documents |
|--|------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.hnbqpgckhatima.in/uploads/files/shares/igac/SSS%20Report/SSS_questionnaire_report_2021-22.pdf

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

6

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |

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

3.1.3.1 - 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 | NA |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has tried to create an ecosystem for innovations by bringing about many initiatives for the creation and transfer of knowledge. Significant innovations in teaching, learning, and evaluation have been introduced by different departments and their respective faculty members of the institution through preparatory assignments, practical(s), group discussions, quizzes, poster/chart presentations, preparation of models, class tests, demonstrations of yogic asanas and other activities by yoga trainees, department level symposia and seminars, guest lectures, ICT based lectures, institutional visits, field surveys, field visits/ excursions, awareness camps, etc. which have helped in developing the student's skills. For developing an innovative mindset of the students, the teachers also need to cope with the ways of the modern world. Hence, they are also expected to keep themselves abreast/ updated with the latest research and development in their respective disciplines. They are encouraged to make use of modern technologies including LCD projectors. Good quality infrastructure plays a very crucial role in

the creation of a favorable atmosphere for innovations. The college also provided internet facilities to the departments for the benefit of both teachers and students. The laboratories have been Madewell-equipped with the latest instruments. The library facilities have been upgraded by the renovation of the building, increasing the number of recent books and journals, and introducing new accession software, to name a few. The creation of a better and conducive ecosystem for innovations is an ongoing process and it's certainly going on in the college.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://www.hnbgpgckhatima.in/uploads/files/shares/Strategic%20planning%20&%20deployment%20Document/6_2_1.pdf |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | http://www.hnbgpgckhatima.in/research |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - 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 |

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

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

1

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

3.4 - Extension Activities

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

H.N.B. P.G. College organizes and participates in various extension of activities in order to promote College neighbourhood-Community network. Major emphasis is given on student engagement, service

orientation and holistic development of students such that they could make a difference and make a contribution towards good citizenship.

The college organizes a number of extension activities to promote institute-neighbourhood community to sensitize the students towards community needs. The students of our college actively participate in social service activities leading to their overall development. The college constructively runs National Service Scheme (NSS) and Rover-Rangers Units. Through these units, the college makes an approach to various extension activities in the neighbourhood community.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/photogallery |
| Upload any additional information | View File |

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise 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) | View File |
| e-copy of the award letters | No File Uploaded |

3.4.3 - 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

3.4.3.1 - 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

8

| 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 during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

719

| File Description | Documents |
|--|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise 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 Institution has always worked on the mission of providing the best possible infrastructure to create an effective teaching-learning environment through extensive use of ICT. Over the years the infrastructure of the institution has been upgraded keeping in mind the developments and rising demands in the education sector.

1. Teaching Learning activities - classrooms, technology-enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical gardens, specialized facilities, and types of equipment for teaching, learning, and research, etc.
2. Classrooms- All the classrooms have been renovated on modern lines with comfortable furniture, Wi-Fi connectivity, Lecture Capture facility some classrooms are also fitted with whiteboards and one smart classroom has science faculty for all science students.
3. Seminar hall- A dedicated seminar hall with audio-visual facilities is in place for regular use.
4. Tutorial spaces- Classrooms are used for tutorials and remedial coaching after regular classes for weaker students.
5. Laboratories- There are laboratories in the departments of Botany, Zoology, Chemistry, Physics, and Geography.
6. Botanical Gardens- The college has a small botanical garden which consists of some medicinal plants and other types of plants maintained by the Botany Department.

7. Specialized facilities- Provisions of wheelchair and ramp for physically challenged students.
8. The college library is equipped with a printer, xerox facility, and WIFI.
9. Corridors are utilized for displaying students' creative and research work.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://www.hnbgpgckhatima.in/photogallery/ict-tools |

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

The Institution has always worked on the mission of providing the best possible infrastructure to create an effective teaching-learning environment through extensive use of ICT. Over the years the infrastructure of the institution has been upgraded keeping in mind the developments and rising demands in the education sector.

1. Teaching Learning activities - classrooms, technology-enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical gardens, specialized facilities, and types of equipment for teaching, learning, and research, etc.
2. Classrooms- All the classrooms have been renovated on modern lines with comfortable furniture, Wi-Fi connectivity, Lecture Capture facility some classrooms are also fitted with whiteboards and one smart classroom has science faculty for all science students.
3. Seminar hall- A dedicated seminar hall with audio-visual facilities is in place for regular use.
4. Tutorial spaces- Classrooms are used for tutorials and remedial coaching after regular classes for weaker students.
5. Laboratories- There are laboratories in the departments of Botany, Zoology, Chemistry, Physics, and Geography.
6. Botanical Gardens- The college has a small botanical garden which consists of some medicinal plants and other types of plants maintained by the Botany Department.
7. Specialized facilities- Provisions of wheelchairs and ramps

for physically challenged students.

8. The college library is equipped with a printer, xerox facility, and WIFI.
9. Corridors are utilized for displaying students' creative and research work.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://www.hnbgpgckhatima.in/ |

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

9

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://www.hnbgpgckhatima.in/photogallery/ict-tools |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

618965

| 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)

Library is automated using Integrated Library Management System (ILMS)

Name of ILMS Software: TECHLIB

Nature of automation: Fully Automated

Version: 7

Year of Automation: 2020

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | http://www.hnbgpgckhatima.in/library |

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

D. Any 1 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)**

240197

| 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**

20

| 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 institution provides IT facilities to the students and teachers who are utilizing these resources getting immensely benefitted. The College keeps updating IT facilities for the benefit of the concerned ones. Almost all departments of the College have been facilitated with Internet connectivity through Broad Band connections, computer systems, LCD projectors, printers, scanners, etc. The college has signed an MOU with Reliance Geo for making the campus WiFi. The EDU-SAT facility is available where students get the opportunity to listen to quality lectures on various topics. Presently, the students and faculty are exposed to advanced levels of knowledge and skills through "EDU-SAT". The college has 02 Conference/ Seminar Halls. Besides this, photo state machines, printers, etc. are readily available for the teachers and students. The library facilities have also been upgraded by an increasing

number of recent books and journals.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | http://www.hnbgpgckhatima.in/photogallery/ict-tools |

4.3.2 - Number of Computers

25

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

618965

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | No File Uploaded |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has a clear-cut policy for the maintenance and optimal utilization of resources including infrastructure. The Budget is announced by Directorate, Higher Education Uttarakhand contains the main head as salary, allowances, electricity, Machine maintenance, laboratory, telephone and computer hardware/ software, etc. The Principal and related committees in the institution make decisions regarding the expenditure on new or maintenance of existing facilities.

While purchasing equipment such as computers and peripherals, photocopiers, and materials related to sports and other goods related to college, it is ensured that the seller maintains the equipment during the warranty period and enters into an Annual Maintenance Contract. There is a committee that is responsible for the maintenance of a building, classroom furniture, sports ground, lawns, and cleanliness of the campus and hostels. The security of the college has been entrusted to a guard who is appointed by UPNL. Gardeners and sweepers have been appointed and class-IV employees have been posted in different parts of the building to look after the proper maintenance of the area under their supervision. There is a team of library staff that takes care of various sections in the library. An expert and trained personnel in the field of electricity has been appointed to maintain the entire electrical fittings. There are laboratories in the science faculty and Laboratories are maintained by the Lab Assistant. The sports facilities and sports equipment is maintained and proper utilization is ensured by the sports department.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | http://hnbpggckhatima.in/uploads/files/shares/igac/Maintainance/2.pdf |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

132

| File Description | Documents |
|---|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | View File |
| Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | 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

C. 2 of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | http://www.hnbgpgckhatima.in/photogallery/yoga-department |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

504

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

504

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

A. All of the above

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

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

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 |
| Details of student placement during the year (Data Template) | View File |

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

479

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

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

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

1

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

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.

4

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | No File Uploaded |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

The Students' Council members are elected by the students through a system of a secret ballot to uphold fair and democratic practices, under the vigilance of Student Council Teachers. Teachers' Day, Fresher's Welcome, Students Farewell, and College Annual Festival are organized exclusively by the Students' Council. Departmental academic programs like Memorial Workshop, seminars, and webinars are organized by the Students' Council with the guidance of the teachers. Council members play an active role in College Annual function, College Sports, and during new admission. Inputs and suggestions are sought from Students' Council members when organizing student-related events. The council acts as a liaison between teachers and students as well as between college administration, various committees, and students to facilitate the easy flow of information. Students' representation is also there in various committees like Library Advisory Committee, Sports committee, etc. In the pandemic situation where face-to-face interaction with students is difficult the role of Class Representatives (C.R) that are selected by classmates has increased a lot for disseminating vital information and acting as a link between students and teachers.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/students-union |
| 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

20

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

The institution has an Alumni Association of its own. Alumni members give valuable suggestions which prove to be very crucial in the development of the College and the placement of the students. The College has been holding the meeting of the Alumni Association once a year since the Educational Session: 2016-17. Senior alumni are regularly invited to the occasions of various functions i.e., annual functions, and national festivals where the students get benefitted from the valuable interaction with them. Senior alumni also visit College from time to time to share their experiences and also lend support to placement activities. The college website displays the registration form for the membership of alumni in the Alumni Association.

| File Description | Documents |
|---------------------------------------|--------------------|
| Paste link for additional information | NA |
| 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 | View File |

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

The governance of the institution is following the vision and mission statement reflecting the goals and objectives of the institution. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious, and socially responsible members of the community. A host of co-curricular activities is conducted during the year, a celebration of important days and events, and cultural programs organized by different departments seek to enhance the cultural development of the students. Moral values of responsibility, leadership, and social empathy are inculcated among the students through various social outreach programs conducted by the NSS, ROVER-RANGERS, B.Ed. Departments and Women's Forum. Students from different cultural, religious, and linguistic groups work together on the same platform to promote bonds of friendship, understanding, and cooperation. Awareness of environmental and ecological issues and understanding of the need for sustainable development is generated through a variety of measures like tree planting ceremonies, installation of solar panels and LED lights, etc. In recent times, the institution has specially upgraded itself to take up the challenge of online teaching and e-learning is being effectively carried out with the help of Impartus a virtual platform dedicated to meeting the needs of complete knowledge sharing. The proactive leadership of the Principal and college administration ensures the fulfillment of the vision and mission striving to make the institution a center of excellence.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/about-khatima |
| Upload any additional information | View File |

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

participative management.

The college has a well-defined and structured hierarchy for management and administration to ensure decentralization and participative management. The College administration is divided into two parts: PART I: HIERARCHY OF MANAGEMENT/ADMINISTRATION- The head of the institution, the Principal reports directly to the Director, Higher Education Uttarakhand. The principal is assisted by various committees and heads to facilitate management and administration to ensure quality in academics. There are two divisions for the same: 1. Academic and 2. Administrative, Under Academic Category the hierarchy is Faculty In-charges followed by Departmental Heads. To ensure decentralization and participative management, the Principal constitutes several student-level bodies/clubs such as the Cultural Committee, Sports Committee, Library Committee, and Anti-Ragging Committee where a representation of newly admitted students is ensured. There are committees for statutory and non-statutory committees as per the UGC Guidelines for like these Colleges. The Governing Body is the apex body under which all the statutory, and non-statutory bodies and other administrative officials discharge their duties. Under the Governing Body, there are three categories: 1. Academic, 2. Financial and 3. Non-Academic / Administrative. discipline, waste management, energy management, green campus, etc. NSS and Rover-Rangers also undertake various extension activities for which committees having active student representation are an integral part of decentralization and participative management. Under the Administrative Category, there are three sections: 1. General Administration, 2. Accounts and 3. Library. PART II- STATUTORY and NON-STATUTORY COMMITTEES: The college is governmental and affiliated. So, its functions through various

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/administration |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution takes into account the UGC norms and State Government's guidelines while preparing its perspective/strategic plans. Faculty members, students, and administrators of public works departments are also involved in the planning process through their valuable suggestions, feedback, estimates, and discussions. Allotted

tasks are performed by the members within a stipulated time. Objectives are communicated and deployed to all levels through notices, circulars, discussions, and routine meetings. The feedback mechanism has been developed in the institution. Useful suggestions are studied carefully and relevant aspects are incorporated in future planning, decision making, and performance improvement of the institution. The college carries out its objective, vision, and mission with the help of various committees, councils, and advisory committees to the maximum possible benefit of it and its students, conforming to Govt., University, and U.G.C. rules and regulations.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | http://www.hnbgpgckhatima.in/uploads/files/shares/Strategic%20planning%20&%20deployment%20Document/6_2_1.pdf |
| Upload any additional information | No File Uploaded |

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

The institution has various bodies for the smooth execution of work in all departments and levels.

GOVERNING BODY:

H.N.B. Govt. P.G. College is a government college and it's governed under the supervision and direction of the Directorate, Higher Education, Uttarkhand, Haldawani and Higher Education Department, Uttarakhand Government.

ADMINISTRATIVE SETUP:

The Senior Administrative Officer and the Principal are the nuclei of administration. The Principal is vested with the day-to-day running of the college. The Principal mobilizes the entire work process of the college along with the IQAC Coordinator, Departmental Heads, and various Committees.

THE FUNCTIONS OF VARIOUS BODIES:

Different Committees are set up with teaching and non-teaching

staff. Conveners as the head are responsible to carry out the functions of their respective committees. The Advisory Committee assists and advises regarding the formulation of rules and regulation according to govt. policies. Different committees aim to deliver to society in numerous ways.

SERVICE RULES, PROCEDURES, RECRUITMENT, AND PROMOTION POLICIES:

Service Rules and procedures are guided by the Uttarakhand State Government as amended from time to time in this regard.

The recruitment rules for the Teaching staff are as per norms of UGC and for Non-teaching staff are as per State Government norms.

The promotional policies for teachers are according to the different government orders released by the Department of Higher Education.

| File Description | Documents |
|---|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/code-of-conduct |
| Link to Organogram of the institution webpage | http://www.hnbgpgckhatima.in/administration |
| Upload any additional information | No File Uploaded |

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

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning)Document | No File Uploaded |
| Screen shots of user inter faces | 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

There are the following effective welfare measures for teaching and non-teaching staff:

Teaching Staff-

1. Medical reimbursement of state government.
2. Group Insurance Scheme and Ayushman Card initiatives taken by the government of Uttarakhand.
3. Special leave to attend conferences, seminars, orientation programs, and refresher courses.
4. Teachers are encouraged to take part in such kinds of programs for attaining new proficiency and enhancing professional development so that they become more dexterous and advantageous for the college.
5. There is also a provision for Study Leaves for the faculty members to do research.
6. Maternity leave for women staff with salary.
7. Paternity leave for men staff with salary.
8. Cash facility for earned leave.

Non-teaching staff-

1. Medical reimbursement of state govt.
2. Group Insurance Scheme and Ayushman Card initiatives taken by the government of Uttarakhand. Medical reimbursement of state govt.
3. All non-teaching staff is given the festival bonuses annually.
4. Loan facility under state govt. norms.
5. Cash facility for earned leave.
6. Orientation and professional training programs at the college level.

| File Description | Documents |
|---------------------------------------|--------------------|
| Paste link for additional information | NA |
| 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**

4

| 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 | View File |
| 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**

7

| 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 | View File |
| 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

The staff members are required to fill out "Confidential Report Performa" annually where theyself-evaluate themselves. Then, the principal evaluates the performance of every individual staff member; remarks, comments, and submits a "Confidential Report" (C.R.) of staff members to the Directorate, Higher Education, Uttarakhand. The evaluation of C.R. is not communicated to the staff members but in case of adverse entry, it is communicated to the concerned one so that he/ she can improve his/her performance and more than that attitude. "Confidential Report" (C.R.) is very crucial for career progression as it is taken into consideration at the time of promotion. The principal keeps a close watch on the capability and performance of the teachers and employees. Based on the individual's proficiency and dedication, they are rewarded with the work assigned to them in different committees.

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

6.4 - Financial Management and Resource Mobilization

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

The College maintains a system of internal and external financial audits regularly. All account books are maintained by the accountant's office of the College which is verified by the

accountant daily. Errors found are analyzed and fixed instantly. For financial matters, the college refers to and strictly adheres to the following Govt. guidelines-

1. financial Hand Book, Section-2, Part 2 to 4.
2. Financial Hand Book, Section-3.
3. Financial Hand Book, Section-5, Part-1.
4. Civil Service Regulations.
5. Budget Manual.
6. Uttaranchal General Provident Fund Rules and regulations-2006.
7. Uttaranchal Rules and regulations-2005.
8. Uttarakhand Procurement Rules and regulations-2008.

External auditors appointed by Accountants General Uttarakhand Govt., who verify all the account books including financial ledger, cash book, guard files, etc. on regular basis and provide inputs to incorporate the required changes, if any, as per the statutory requirements. Sometimes, the audit team appointed by the Directorate of Higher Education, Uttarakhand also looks into the accounts maintained by the College. The College ensures the maintenance of the accounts in a very transparent and robust way strictly conforming to financial rules and regulations of the state government.

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

The College receives financial assistance/ support from the state government in different heads, e.g., salary, contingency, T.A., Office Furniture, purchase of books and equipment, maintenance, chemicals, computer purchase, computer maintenance, minor construction, scholarship, machine decoration, telephone, electricity-related expenditures, miscellaneous, etc. The institution has a sufficient budget to cover day-to-day expenses. However, the institution is quite free to use non-governmental fees taken under different heads from the students to meet the requirements. The College generates financial sources to cover day-to-day expenses in the form of very nominal student fees for different heads, i.e., Sports fees, laboratory fees (for practical subjects only), Reading Room fees, college magazine fees, student union fees, cultural council fees, identity card fees, caution money (at the time of the first admission), practical/viva-voce fees per subject, exam fees, council fees, Rovers-Rangers fees, electricity fees, campus development, and beautification fees, career counseling cell fees, generator fees, computer maintenance, and internet fees, laboratory types of equipment fees, and miscellaneous fees. Due to limited financial resources, the faculty members are encouraged and prompted to send proposals to various funding agencies like U.G.C., D.S.T., etc., to mobilize the required funds for undertaking minor/major research projects. The College offers professional courses being run in P.G. Diploma in Yoga and Holistic Health and B.Ed., These departments generate/ mobilize funds from student fees. They generate their financial resources to meet our regular expenses for providing

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

The session of 2021-22 was also slightly influenced by the Covid-19 pandemic. This pandemic period acted as a catalyst for educational institutions to grow and opt for platforms with technologies, which have not been used before. But gradually seeing the reduction in the effect of Covid-19 and following the OSP issued by the government, all colleges and schools started to open for teaching and learning. The main focus of IQAC cell was through conducting a meeting to take initiatives for filling the gap created during the Covid-19 pandemic. IQAC cell advised that, in addition to continuing teaching and learning through online digital platforms (such as email, Google Classroom, and video conferencing), the beginning of teacher-student interactions should also be through offline mode as a result of the decrease of COVID-19. Significant contributions made by IQAC during the current year (2021-22) are as follows:

- One smart class for Commerce Faculty and one another has been established for Arts Faculty to carry out teaching with a modern aid.
- Various programs were organized for students at UG and PG levels students by Science, Arts, Commerce, and B. Ed faculties for developing skills regarding language, writing, environment, and social aspects.
- Due to the complete dedication of the IQAC team, the AQAR report from the session 2016-17 to 2021-22 has been submitted on the NAAC portal and IQAC team members keep monitoring the updation of AISHE from time to time.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/iqac-detail |
| 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

Post-accreditation IQAC will be reconstituted as per the NAAC guidelines. However, the institution reviews its teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals through its various Staff Council

committees like the Academic Committee, Internal Assessment Committee, Placement Cell, etc. Students' Internal assessment and attendance is monitored and evaluated at periodic intervals. The academic committee reviews the results and plans activities for the academic growth of the institution at large.

Various quality initiatives for improving the teaching-learning process taken by the Institute have been-

1. Encouragement to Faculty for participation in faculty enrichment programs and training.
2. The use of ICT in teaching and learning is encouraged.
3. E-resources for various courses are regularly shared with students.
4. Feedback from students, alumni, and parents has formally been taken from 2016-17 and the data analyzed.
5. Availability/ Posting of feedback forms on the college website.
6. The major tasks set up by the IQAC in the current academic session were to take care of the mental health issues of students from earlier pandemic times, others included the development of awareness among the various stakeholders on gender issues, morals, and ethics.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | http://www.hnbgpgckhatima.in/aqar-submission |
| 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://www.hnbgpgckhatima.in/uploads/files/shares/ANNUAL%20REPORT/Annual_Report_2021-22.pdf |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | No File Uploaded |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Programs on gender equity have been conducted by several departments for all students of the college throughout the year:

1. Special Lecture was organized on "MENTAL HEALTH AND GENDER BASE VIOLENCE" by English Department.
2. A special program on "NARI SHKTI PURSHKAR" by the History Department and a lecture given by Dr. Bhoop Narayan Dixit, Assistant Professor, Govt. Degree College, Banbasa, Uttarakhand.
3. A special program was organized to introduce about "UJJAWALA : A Comprehensive Scheme for Prevention of trafficking and Rescue, Rehabilitation and Re-integration of Victims of Trafficking and Commercial Sexual Exploitation" by the Women Redressal cell of the college.
4. Organized an Awareness Program about the "WOMEN HEALTH ISSUES", by B.Ed. Department of the college.
5. Awareness Program: Through NSS awareness camps for Girls students are given training and guidance to ensure their safety and prevention from eve-teasing and molestation. People in general and students, in particular, are made aware of issues of female feticide, dowry menace, and AIDS.
6. Special lecture was organized on "WOMEN: ECONOMIC INDEPENDENCE" by the Economic Department of the college.
7. Organized a special program on "SOCIAL DEVELOPMENT THROUGH WOMEN EMPOWERMENT" by the Women Redressal cell of the college.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | http://www.hnbgpgckhatima.in/uploads/files/shares/ANNUAL%20GENDER%20SENSITIZATION%20ACTION%20PLAN/GENDER_SANSITIZATION_2021-22.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 | http://www.hnbgpgckhatima.in/photogallery/facilities-for-womens |

| | |
|--|------------------------------|
| 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 | B. Any 3 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

Solid waste management:

Solid Waste Segregation is done by hand sorting. The dry waste which includes paper, cardboard, plastics, and scrap materials is separated from others. Organic wastes like leftover food, peels, scrapings from fruits, etc are also collected in bins separately. They are handed over to the sanitation department of the municipal corporation of Khatima.

Liquid waste management:

Drinking water with RO facility is arranged in every block of the college campus. Students are taught the value of saving water. Wasting of water is prohibited within the campus. Waste water is drained properly and utilized to plant and maintain the lush green sprawls.

E-waste management:

The College segregates old computers, batteries, and wires and disposes them at regular intervals. Electronic devices have varying proportions of glass and metals. Hence the disposal helps in the consequent recycling of separated streams of aluminum, copper, and circuit boards. As these are handed over to Vital Waste, they sort and separate the materials and prepare them for sale as usable raw materials.

Hazardous chemicals and radioactive waste management:

However, no hazardous chemical waste is generated on the College Campus. The laboratory wastes are also disposed of taking proper measures. The biodegradable waste products are collected and disposed to the municipality collection, whereas, the chemicals are diluted with water with proper care before disposal.

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

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

C. Any 2 of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| 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

A. Any 4 or All of the above

| | |
|---|--|
| <p>vehicles</p> <p>3.Pedestrian-friendly pathways</p> <p>4.Ban on use of plastic</p> <p>5.Landscaping</p> | |
|---|--|

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |

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

| | |
|---|------------------------------------|
| <p>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</p> | <p>E. None of the above</p> |
|---|------------------------------------|

| 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 |

| | |
|---|--|
| <p>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</p> | <p>A. Any 4 or all of the above</p> |
|---|--|

| reading material, screen | reading |
|--|---------------------------|
| File Description | Documents |
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| 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).

The vision and mission of the College have been holistic development of girls and empowering them. With this objective, there is a merit-based selection of students from all communities with different socio-economic backgrounds. Seats are reserved following the reservation rules. A free ship is given to eligible students in need.

Cultural programs on the Annual Day are organized as a joint effort that lays much emphasis on social harmony and awareness of the rich heritage of our country while at the same time inculcating a collaborative work environment and honing organizational and leadership skills. Celebration in the form of either competition (drama, creative writing, poster making, rangoli) or students' presentation cultural programs on the occasion of various days like International Women's Day, World Literacy Day, Bhasha Diwas, Hindi Diwas, Hemwati Nandan Bahuguna Diwas. The effort to not only acknowledge linguistic diversity but also promote linguistic harmony and subsequent awareness.

Students are encouraged to join the different Social outreach Units of the College to actively work with people from diverse socio-cultural backgrounds to improve society and make a better tomorrow. Celebration of Republic day & Independence Day through musical presentations has been an institutional practice for decades.

| 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

The College undertakes various efforts to sensitize the students and employees of the Institution about their constitutional obligation. During the commencement of each session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution. The address highlights the need of maintaining harmony amongst all diversities, in developing scientific temper, humanism, and spirit of inquiry. The young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. The students are taught to obey the supreme law of the land and respect the symbols of national unity like the National Flag and National Anthem. Values like empathy, compassion, respecting diversity, cooperation, and coexistence are highlighted by the Institution so that these qualities get inculcated amongst all and help in self-enhancement. Commitment to such values instills confidence, self-control, adaptability, motivation, optimism, and truthfulness in the character and personality of the students' Theme-based activities and events are organized to celebrate, Hindi Diwas, International Women's Day, Clean Ganga drive, Armed Forces Day, Blood Donation Day, Uttarakhand Foundation Day and Voters Awareness Day among others. Teachers' Day is celebrated to mark the birth anniversary of Dr. Sarvepalli Radhakrishnan. To mark Mahatma Gandhi's death anniversary 30th January is observed as martyr's day.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | http://www.hnbgpgckhatima.in/uploads/files/shares/COMMITTEE/7_1_9_Commettee_SCAN_21-22.pdf |
| Any other relevant information | http://www.hnbgpgckhatima.in/photogallery |

7.1.10 - The Institution has a prescribed code

A. All of the above

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

| 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 | View File |
| Any other relevant information | No File Uploaded |

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

The Institution organizes and celebrates several national and international days:

1. Republic day- A program is organized to celebrate Republic day.
2. International women's day celebration- 8th March each year is celebrated by various programs on women empowerment by Women's Cell.
3. International Environment Day- 5th of June is celebrated as International Environment Day by planting saplings by students.
4. National Youth Day- National Youth Day is celebrated on January 12 to mark the birth anniversary of Swami Vivekananda.
5. Army Day- January 15 was celebrated as Army Day on the occasion of Field Marshal Kodandera M. Cariappa's birthday.
6. World Cancer Day- February 4 was celebrated as world cancer day by a collaboration of the Science Faculty.
7. World Water Day- March 22 was celebrated as World Day for Water on the occasion of world water day.
8. Independence Day-A program is organized to celebrate India's

Independence day.

9. Teachers' Day- students organize programs for the teachers to celebrate the Birth Anniversary of Dr. Sarvepalli Radhakrishnan.
10. World Anti-Tobaco Day- May 31st was celebrated as World Anti-Tobaco Day.
11. Hemwati Nandan Bahuguna Diwas: The College has celebrated April 25th as Hemwati Nandan Bahuguna Diwas.
12. World Day against Child Labour- June 12th was celebrated as Anti-Child Labour Day. International Yoga Day- June 21st was celebrated as International Yoga Day.
13. International Literacy Day- September 8th was celebrated as International Literacy Day.

| 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.

One of the best practices among other practices performed by H. N. B. Govt. P. G. College Khatima was the WOMEN EMPOWERMENT AND GENDER JUSTICE to increase access of women to education and ensure gender justice and empowerment; create more awareness on the issues of gender sensitization among the students, and provide women with equal opportunity. The Women's Cell of the College is entrusted to look after the specific needs and guidance of female students. Women-related topics have been in the curriculum of some subjects like English, Political Science, etc. To create more awareness of these issues among the student several Gender Sensitization Programs were regularly conducted by the Women's Cell and various departments. In the few last years, the college has not witnessed any sort of offense against women on campus. Thus the College maintains a harmonious and women-friendly campus.

Another best practice was the Innovations in Teaching-Learning

Process. The major objective of this practice was to prepare students for positions of significant leadership in business, government, and professions by offering excellent education in strategic disciplines. Innovations in Teaching-Learning Process could be seen here at the institute in form of Wi-Fi-enabled Campus for each faculty of the department depending on their requirement and usage. Teaching-Learning Process is carried out in the institute through Group projects (through group discussion and brainstorming), internships, Fieldwork, Dissertation, Class tests, quizzes, assignments, class performance assessments, handwritten notes, and laboratory exercises.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | http://www.hnbgpgckhatima.in/uploads/files/shares/iqac/Best%20Practice/BEST_PRACTICE_2021-22.pdf |
| Any other relevant information | Nil |

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

Details of the performance of the institution in one area distinctive to its priority and thrust. The college is situated in a remote, near hilly region and semi-urban region. Most of the students hail from villages (some quite far) and have a weak economic background. Lack of any exposure (to opportunities, guidance, career choices, English language, Computer knowledge, etc.) at any previous stage (school level, etc.) already sets them on the back foot and thus affects their overall growth in the future. The majority of students in the college are girls (more than 60 in the current session). Also, the number of students from the SC, ST, and OBC category in the college is quite large. The college thus caters to the socioeconomically deprived and weaker sections of society as a place of higher education. Moving forward, from the just traditional teaching-learning paradigm, the college strives to work progressively towards an all-around development of the student's personality. We wish to instill a sense of self-cognizance amongst the students to help them get their rightful and meaningful roles in society. The major thrust of the institution is to provide

a conducive environment for learning and the assimilation of knowledge. The institution is providing quality-based education to the students in a way, that the institution could produce confident and responsible citizens.

| 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

Hemwati Nandan Bahuguna Government PG College makes all efforts to be transformed into an Institute of Global Standards education through skilled human resources. We try hard to make a momentous contribution to nation-building and provide for the needs of society by creating research-oriented intellectual and skilled manpower, who would initiate, nourish, and perpetuates values of humanity, conscious co-existence, achievement of excellence, and nation-building. Thus, HNB Government PG College has the following plan for action: Collection and analysis of feedback forms from Stakeholders to improve the college working properly.

1. Organizing more awareness programs regarding COVID-19 and vaccination.
2. To organize conferences/workshops/seminars and training programs regarding Intellectual Property Rights (IPR).
3. Organizing more environmental awareness programs for students and staff.
4. Pursue the matter to higher authorities for constructing the Common room, Restroom, Examination control room, and a separate building for Commerce.
5. Up gradation of ICT facilities in all departments.
6. Starting new courses (vocational courses and Home Science) on the campus.
7. Establishing a new NCC wing for the students.
8. Establishing more smart classes.
9. More gender sensitization programs to be organized.
10. Planting more trees and aiming towards a green campus.
11. Shaded parking for vehicles.
12. Establishing more separate toilets for girls students.
13. Getting membership in reputed journals in different streams.
14. Installing E-Granthalay in the library.