



Yearly Status Report - 2019-2020

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 own campus | Yes |
| Phone no/Alternate Phone no. | 05943252244 |
| Mobile no. | 8958843491 |
| Registered Email | gpgckhatima@gmail.com |
| Alternate Email | iqacgpgckhatima@gmail.com |
| Address | Bhood Maholiya Tehsil- Khatima, Post -Khatima Dist-Udham Singh Nagar |
| City/Town | Khatima |
| State/UT | Uttarakhand |
| Pincode | 262308 |

| 2. Institutional Status | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|-------------|---------------------------------------|--------------------|--------------------|-------|-------|------|----------------------|----------|--|-------------|-----------|----------|-----------|-----------|-------------|--------------------|--------------------|----------|----------|-------------|-------------|--------------------|--------------------|
| Affiliated / Constituent | Affiliated | | | | | | | | | | | | | | | | | | | | | | | | |
| Type of Institution | Co-education | | | | | | | | | | | | | | | | | | | | | | | | |
| Location | Semi-urban | | | | | | | | | | | | | | | | | | | | | | | | |
| Financial Status | state | | | | | | | | | | | | | | | | | | | | | | | | |
| Name of the IQAC co-ordinator/Director | Dr. Ashutosh Kumar | | | | | | | | | | | | | | | | | | | | | | | | |
| Phone no/Alternate Phone no. | 05943252244 | | | | | | | | | | | | | | | | | | | | | | | | |
| Mobile no. | 9412986341 | | | | | | | | | | | | | | | | | | | | | | | | |
| Registered Email | gpgckhatima@gmail.com | | | | | | | | | | | | | | | | | | | | | | | | |
| Alternate Email | iqacgpgckhatima@gmail.com | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. Website Address | | | | | | | | | | | | | | | | | | | | | | | | | |
| Web-link of the AQAR: (Previous Academic Year) | http://www.hnbgpgckhatima.in/uploads/files/shares/AOAR/aqar_2018-19.pdf | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. Whether Academic Calendar prepared during the year | Yes | | | | | | | | | | | | | | | | | | | | | | | | |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://www.hnbgpgckhatima.in/uploads/files/shares/A Cal 2019-20.pdf | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Accrediation Details | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>C+</td> <td>65</td> <td>2004</td> <td>08-Jul-2004</td> <td>07-Jul-2009</td> </tr> <tr> <td>2</td> <td>C</td> <td>1.82</td> <td>2013</td> <td>03-May-2013</td> <td>02-May-2018</td> </tr> </tbody> </table> | | | | | | Cycle | Grade | CGPA | Year of Accrediation | Validity | | Period From | Period To | 1 | C+ | 65 | 2004 | 08-Jul-2004 | 07-Jul-2009 | 2 | C | 1.82 | 2013 | 03-May-2013 | 02-May-2018 |
| Cycle | Grade | CGPA | Year of Accrediation | Validity | | | | | | | | | | | | | | | | | | | | | |
| | | | | Period From | Period To | | | | | | | | | | | | | | | | | | | | |
| 1 | C+ | 65 | 2004 | 08-Jul-2004 | 07-Jul-2009 | | | | | | | | | | | | | | | | | | | | |
| 2 | C | 1.82 | 2013 | 03-May-2013 | 02-May-2018 | | | | | | | | | | | | | | | | | | | | |
| 6. Date of Establishment of IQAC | 08-May-2006 | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. Internal Quality Assurance System | | | | | | | | | | | | | | | | | | | | | | | | | |
| Quality initiatives by IQAC during the year for promoting quality culture | | | | | | | | | | | | | | | | | | | | | | | | | |
| Item /Title of the quality initiative by IQAC | Date & Duration | | Number of participants/ beneficiaries | | | | | | | | | | | | | | | | | | | | | | |

| | | |
|--|------------------|-----|
| Organization of IQAC Meetings - Meeting of the Ist Quarter | 20-Jul-2019 1 | 12 |
| Organization of IQAC Meetings - Meeting of the Ist Quarter | 11-Feb-2020 1 | 12 |
| Meeting of IQAC for Third Quarter | 09-Jan-2020 1 | 12 |
| Meeting of IQAC for Fourth Quarter | 04-May-2020 1 | 12 |
| Organize more environmental awareness program | 19-Aug-2019 3 | 210 |
| Emphasizes on clean and green campus | 11-Feb-2020 1 | 35 |
| No Files Uploaded !!! | | |

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------|----------------|-----------------------------|--------|
| H.N.B.Govt. P.G. College, Khatima | NA | NIL | 2019 0 | 0 |
| H.N.B.Govt. P.G. College, Khatima | NA | NIL | 2020 0 | 0 |
| No Files Uploaded !!! | | | | |

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. SWACHTA PAKHWARA was celebrated by the joint association of Students and Teachers of the college with special coordination of NSS and Rover Rangers team during Mid June to July 2019.

2. One day seminar was successfully organized on the topic of UCCH SHIKSHA MEN GUDWATTA, UNNAIN AVM NAVACHAR.

3. A MAHILA SHAKTI KENDR PROGRAM was successfully organized as per the direction of the ministry of women and child development of the Indian govt.

4. Library's automation was successfully started.

5. A career counseling program was successfully held in the presence of S D M Khatima.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

| Plan of Action | Achievements/Outcomes |
|--|---|
| To confirm the minutes of the previous meeting held on July 20, 2019 | The Principal was apprised by the coordinator of the IQAC cell about the work done and ongoing in the last session (2018-19). The IQAC cell also informed about the achievements made in the targets set for the meetings held in the last session (2018-19). |
| Various activities on the occasion of Independence Day | Various activities i.e. plantation, cleaning the campus, etc. were performed on the occasion of Independence Day. |
| Library's automation | Library's automation was successfully installed and started. |
| One-day seminar on the topic of ucch shiksha men gudwatta, unnain avm navachar | One day seminar was successfully organized on the topic of ucch shiksha men gudwatta, unnain avm navachar. |
| Mahila Shakti Kendr program | A Mahila shakti kendra program was successfully organized as per the direction of the ministry of women and child development of the Indian govt. |
| Organizing more environmental awareness programs | Some environmental awareness programs were successfully organized by the joint attempts of the Botany, Political Science, and History department under the coordination of NSS and Rover Rangers. |

| | |
|---|---|
| Organizing community development program | A community development program was successfully held in the college. |
| Renovation of the multipurpose hall | Renovation of the multipurpose hall was in progress |
| Library room rearrangement and facilitate it by the computer system, printer, internet, and xerox machine, etc. | The College library was rearranged properly and enriched by the computer system, printer, internet, and xerox machine, etc. |
| Program on women health awareness | Women health awareness Program was organized by history and political science department successfully |
| View File | |

| | |
|---|-------------|
| 14. Whether AQAR was placed before statutory body ? | No |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2020 |
| Date of Submission | 22-Dec-2020 |
| 17. Does the Institution have Management Information System ? | No |

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Yes, we do have a nomenclature for an effective curriculum transaction. Our institute majorly focuses on effective curriculum transaction. In the following procedure of curriculum transaction, we focus on classroom interaction as well as co-curriculum activities. There are a numerous amount of activities that are taking place as per our curriculum, we also believe that regular monitoring is the key of success in any process, for that we have also formed various committees at 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 on the basis of 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 improved learning as well.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|-------------|-----------------|-----------------------|----------|--|-------------------|
| NA | NA | Nil | 0 | NA | NA |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil | NA | Nil |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| Nil | NA | Nil |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0 | 0 |

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
| NA | Nil | 0 |
| No file uploaded. | | |

1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---------------------------|--------------------------|---|
| BEd | BACHLOR OF EDUCATION | 55 |
| View File | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | No |

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

| |
|---|
| Feedback Obtained |
| H.N.B.GOVT. P.G. College, Khatima is consistently in discussion with all its stakeholders and seeks advice from its advisory committee for betterment in all academic areas. Structured Feedback is obtained at various levels. Student |

feedback is collected during both UG and PG students and also during distribution of mark sheets so feedback is collected both at departmental level and at institutional level on various parameters such as admission, academic, administration, infrastructure, library, campus cleanliness, ICT facilities, etc. Not only is the feedback collected the analysis and the ensuing suggestions are also incorporated wherever necessary and possible. Besides, there is suggestion / complaint box outside Principal Office where students can submit their complaint/suggestions. Concerns and get rectification for their problems. Departments and faculties are constantly in touch with parents / guardians to safeguard the interests of the students and parents are duly a part of academic and co-curricular activities for the same. . Feedback is also obtained from alumni during alumni meet and exit survey while student collects college leaving documents from the college is also undertaken. Faculty feedback is collected for teaching syllabus and revision and curriculum enrichment. IQAC is consistently improving and developing a Structured Feedback Survey on a 7 point likert scale which is available on college website. Departmental Feedback is also collected by various faculties. .

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|-----------------------------|---------------------------|--------------------------------|-------------------|
| BA | Bachelor of Arts | 440 | 2379 | 499 |
| BSc | Bachelor of Science (BIO) | 176 | 339 | 145 |
| BSc | Bachelor of Science (MATHS) | 176 | 343 | 144 |
| BCom | Bachelor of Commerce | 264 | 352 | 259 |
| MSc | Master of Botany | 19 | 154 | 18 |
| MSc | Master of Chemistry | 19 | 90 | 16 |
| MSc | Master of Mathematics | 88 | 147 | 57 |
| MA | Hindi Literature | 88 | 138 | 80 |
| MA | English Literature | 88 | 153 | 70 |
| MA | Economics | 88 | 93 | 48 |

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG | Number of fulltime teachers available in the institution teaching only PG | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| | | | | | |

| | | | | | |
|------|------|-----|---------|---------|----|
| | | | courses | courses | |
| 2019 | 4864 | 897 | 23 | 17 | 23 |

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|--|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 23 | 18 | 12 | 1 | 0 | 8 |
| View File of ICT Tools and resources | | | | | |
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Each and every faculty member in our college has anticipated the student mentoring system. The role of the mentors is to guide their mentees not only concerning academics issues but also in all possible problems, social and personal. Mentoring the students helps them to understand how their ambitions survive into college life and job choices. It also deals confidently with the challenges of intellectual work together with productivity in college activities, conferences, presentations and in social atmosphere. It also gains perspective on how a discipline operates academically, socially and politically. It builds academic success persisting in the college, taking shorter time to complete a degree and performing better in academic coursework, to keep abreast of new research questions, knowledge and recent techniques. In addition to this once a year the mentors take up the assignment of teaching certain topics related to the syllabus to their mentees. This practice helps in shaping the attitudes and behavior of their mentees thereby improving their skills in communications, leadership and management. Mentoring students on a personal level helps lighten their fears and doubts and boosts their confidence, motivates them to set higher goals for themselves for future career development. They also provide them counseling about their future prospects, career prospects and future opportunities.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 5761 | 23 | 1:250 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 28 | 23 | 5 | 7 | 21 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|-------------|--|
| 2019 | NA | Nil | NA |
| 2020 | NA | Nil | NA |
| No file uploaded. | | | |

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last | Date of declaration of |
|----------------|----------------|----------------|-----------------------|------------------------|
|----------------|----------------|----------------|-----------------------|------------------------|

| | | | semester-end/ year-end examination | results of semester-end/ year- end examination |
|-----|--------------------|-------------|------------------------------------|--|
| BA | BA | VI Semester | 20/10/2020 | 18/11/2020 |
| BSc | BSC BIO | VI Semester | 05/10/2020 | 15/11/2020 |
| BSc | BSC MATH | VI Semester | 03/10/2020 | 15/11/2020 |
| MSc | ZOOLOGY | IV SEMESTER | 29/09/2020 | 18/10/2020 |
| MSc | BOTANY | IV SEMESTER | 29/09/2020 | 14/10/2020 |
| MSc | PHYSICS | IV SEMESTER | 29/09/2020 | 29/09/2020 |
| MSc | CHEMISTRY | IV SEMESTER | 29/09/2020 | 20/10/2020 |
| MSc | MATHS | IV SEMESTER | 05/10/2020 | 02/11/2020 |
| MA | HINDI LITERATURE | IV SEMESTER | 25/09/2020 | 13/10/2020 |
| MA | ENGLISH LITERATURE | IV SEMESTER | 25/09/2020 | 12/10/2020 |

[View File](#)

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

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 /informed about Continuous Internal Evaluation (CIE) that they could be regularly evaluated throughout the semester. Under the Continuous Internal Evaluation, 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 and regularity, their performance in group discussions, classroom quizzes etc. CCTVs are installed in the whole campus for monitoring student's activities, particularly during examinations for the purpose of stopping the 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. Results are displayed on the Department notice boards for students. Students problem are rectified on the spot. The detailed feedback is provided to them about their performance. Suggestions are also provided for improvement. Marks obtained by students in-session Tests are uploaded on the Kumaun University Nainital award sheets via online mode, also send to university through offline. 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 are clearing state level exams and giving their services in Govt. of Uttarakhand, Central Government and other state Government.

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

Kumaun University, Nainital, Uttarakhand is affiliating University of the college and the Kumaun University, Nainital fabricates the Academic Calendar every year to which the college pursues (with minor adjustments at college level order to incorporate dates of session tests and other activities). The academic calendar is chalked out every year before the starting of each Academic Session, and is also enclosed in the college website prospectus. The

structure of Academic Calendar is planned according to IQAC norms, and is then finalized by the Principal. The academic calendar is proposed by the University for college for conducting the schedule of admissions, classes, examinations and co-curriculum activities for UG, PG programs.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://hnbpggckhatima.in/uploads/files/shares/iqac/Program%20Outcome/PO_POS_ALL.pdf

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| BA | BA | Nill | 1271 | 1080 | 85 |
| BSc | BSc | Nill | 447 | 389 | 87 |
| BCom | BCom | Nill | 145 | 125 | 86 |
| BEd | BEd | Nill | 50 | 50 | 100 |
| MA | MA | HINDI | 59 | 46 | 77.96 |
| MA | MA | ENGLISH | 51 | 33 | 64.70 |
| MA | MA | ECONOMICS | 22 | 16 | 72.72 |
| MA | MA | HISTORY | 53 | 53 | 100 |
| MA | MA | POLITICAL SCIENCE | 32 | 15 | 46.87 |
| MSC | MSc | ZOOLOGY | 56 | 56 | 100 |

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://hnbpggckhatima.in/uploads/files/shares/iqac/SSS%20Report/SSS_questionnaire_report_2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Nill | 0 | NA | 0 | 0 |

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---------------------------|-------------------|------|
|---------------------------|-------------------|------|

| | | |
|----|----|--|
| NA | NA | |
|----|----|--|

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| NA | NA | NA | NA | NA |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| NA | NA | NA | NA | NA | NA |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0 | 0 | 0 |

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| NA | 0 |

3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------------------|------------|-----------------------|--------------------------------|
| National | GEOGRAPHY | 1 | 7.94 |
| National | ECONOMICS | 1 | 0 |
| National | ENGLISH | 3 | 7.94 |
| National | COMMERCE | 1 | 0 |
| International | COMMERCE | 1 | 5.75 |
| NA | CHEMISTRY | 2 | 1.66 |
| View File | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---------------------------|-----------------------|
| HINDI | 1 |
| ECONOMICS | 1 |
| View File | |

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| NA | NA | NA | 2019 | 0 | NA | 0 |
| NA | NA | NA | 2020 | 0 | NA | 0 |

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|-----------------------|---|---------------------|---------|---|---|
| HETEROGENEOUS CATALYTIC REDUCTION OF ANTHROPOGENIC POLLUTANT, 4-NITROPHENOL BY Au/Ag NANO CATALYSTS | Ashish Kumar Upadhyay | Materials Science for Energy Technologies | 2011 | 25 | 23 | Thapar Institute of Engineering Technology, Patiala |
| TRANSESTERIFICATION OF TRIGLYCERIDE OVER NICKEL IMPREGNATED ZINC/CADMIUM NANOCATALYSTS | Ashish Kumar Upadhyay | Materials Today: Proceedings | 2011 | 56 | 2 | Thapar Institute of Engineering Technology, Patiala |

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

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 1 | 5 | 0 | 2 |
| Presented papers | 1 | 0 | 0 | 0 |

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|--|--|
| Campaign against uses of plastic | NSS - H.N.B. Govt. P.G. College Khatima | 6 | 85 |
| Poster competition against Tobacco Product | NSS, Rover-Rangers- HNB GOVT. PG College, Khatima | 5 | 65 |
| Rangoli competition on clean and green campus | NSS- HNB GOVT. PG College, Khatima | 7 | 45 |

| | | | |
|--|---|----|-----|
| Fit India Program | NSS - H.N.B. Govt. P.G. College Khatima | 12 | 218 |
| Awareness program against infectious disease | NSS- HNB GOVT. PG College, Khatima | 4 | 154 |
| No file uploaded. | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NA | NA | NA | 0 |
| No file uploaded. | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--|---|-----------------------|--|--|
| Balika Suraksha Jagrukta Abhiyan | NSS, Rover and Rangers | Awareness Program | 4 | 88 |
| Bird Conservation Day | Department of Zoology | Tree Plantation | 2 | 35 |
| Namami Gange | Department of Hindi | Quiz Competition | 2 | 42 |
| Polythene Free Campaign | H.N.B. GOVT. P.G. College Khatimag | Swachh Bharat Abhiyan | 6 | 70 |
| Nari Suraksha Sapath | NSS, Rover and Rangers | Awareness Program | 5 | 76 |
| Varsha Jal Sarankshan | B. Ed Department | Nukkad Natak | 3 | 22 |
| Driving Awareness Program for Youngsters | H.N.B. GOVT. P.G. College Khatima | Road Safety Awareness | 4 | 95 |
| Sexual Assault Program | SHO Khatima | Awareness Program | 6 | 67 |
| No file uploaded. | | | | |

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| NA | NIL | NA | 0 |
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| NA | NA | NA | Nil | Nil | 0 |
| No file uploaded. | | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-------------------|--------------------|--------------------|---|
| NA | Nil | NA | 0 |
| No file uploaded. | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 2.05 | 2.04 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|--------------------------------|-------------------------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Existing |
| No file uploaded. | |

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---------------------------|--|---------|--------------------|
| TECHLIB | Fully | 7 | 2020 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|----------------------|----------|---------|-------------|--------|-------|---------|
| | | | | | | |
| Text Books | 25553 | 7100293 | 1073 | 274404 | 26626 | 7374697 |
| Reference Books | 6547 | 2987499 | 108 | 52812 | 6655 | 3040311 |

No file uploaded.

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| NA | NA | NA | Nil |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 12 | 0 | 2 | 0 | 0 | 2 | 6 | 2 | 4 |
| Added | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Total | 14 | 0 | 2 | 0 | 0 | 2 | 6 | 2 | 6 |

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

60 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| NA | NA |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 2.44 | 2.43 | 1.43 | 1.43 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has a clear cut policy for the maintenance and optimal utilization of resources including infrastructure. HNB Government Post Graduate College Khatima is run and recognized under state government of Uttarakhand. The Budget is announced by Directorate, Higher Education Uttarakhand contain the main head as salary, allowances, electricity, Machine maintenance medical claim, laboratory, telephone and computer hardware/ software etc.. The Principal and related committees in institution make decisions to the expenditure on new or maintenance of existing facilities. While purchasing equipments such as computers and peripherals, photocopiers, material related sports and other goods related college, it is ensured that the seller maintains the equipment during the warranty period and enters into Annual Maintenance Contract. The IT infrastructure including Network, internet, WiFi, printer's cartridges, consumables, LCD projectors, Smart Boards etc. are looked after by

a team of IT Cell in the college. There is a Care-Taker/Estate Supervisor who is responsible for maintenance of building, classroom furniture, sports ground, lawns, cleanliness of the campus. The security of the college has been entrusted to guard which 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 are water purifiers and water coolers which are also maintained by the concerned agencies and Annual Maintenance Contract. There is a team of library staff which takes care of various sections in the library, for example, maintenance of library furniture, and proper placement of books in their designated shelves. Damaged books are repaired and bound by a person hired specifically for this purpose. The college building is painted and white washed once a year from outside and once a year from inside including class room furniture the next year. The office furniture such as tables, chairs, cabinets and almirahs are polished and painted every year or as per the requirement. Furniture which becomes irreparable is replaced by new purchased. There is a comprehensive and complex electrical infrastructure in the college which includes generators and power backup systems. An expert and trained person in the field of electricity has been appointed to maintained the entire electrical fittings such as, lights, fans, power outlets, backup batteries, generators, fuel, wiring etc. There are laboratories in the science faculty and geography department which are maintained by the Lab Assistant. The Constant supply of consumables in the laboratories is ensured by the respective head of the department. The sports facilities and sports equipment is maintained and proper utilization is ensured by the sports department. He allots time slots for various sports activities for optimal utilization of playground and sports equipment.

<http://hnbpggckhatima.in/uploads/files/shares/iqac/Maintainance/2.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|---------------------------|--------------------|------------------|
| Financial Support from institution | NA | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | Social Welfare Department | 424 | 1345700 |
| b) International | NA | 0 | 0 |
| View File | | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|-------------------|
| Organize a program on Interpersonal communication | 05/09/2019 | 175 | NA |
| Organize a negotiation training program | 20/11/2019 | 95 | NA |

| | | | |
|---|------------|-----|----|
| Remedial Classes for SC and ST students | 07/12/2019 | 284 | NA |
| Yoga, Pranayam and Meditation | 19/02/2020 | 56 | NA |
| No file uploaded. | | | |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|-------------------|---|--|--|--|---------------------------|
| 2019 | Career counseling for army services | 84 | 74 | 0 | 0 |
| 2020 | Counseling program for SSC and Railways exams | 92 | 86 | 0 | 0 |
| No file uploaded. | | | | | |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 0 | 0 | 0 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| NA | 0 | 0 | NA | 0 | 0 |
| No file uploaded. | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|-----------------------------|-------------------------------|
| 2019 | 88 | B.A. | ARTS DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.A. HINDI |
| 2019 | 88 | B.A. | ARTS DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.A. ENGLISH |

| | | | | | |
|-------------------|----|-------|--------------------|-----------------------------|------------------------|
| Nil | 88 | B.A. | ARTS DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.A. ECONOMICS |
| Nil | 88 | B.A. | ARTS DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.A. POLITICAL SCIENCE |
| Nil | 19 | B.A. | ARTS DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.A. HISTORY |
| Nil | 19 | B.Sc. | SCIENCE DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.Sc. ZOOLOGY |
| Nil | 19 | B.Sc. | SCIENCE DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.Sc. BOTANY |
| Nil | 19 | B.Sc. | SCIENCE DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.Sc. CHEMISTRY |
| Nil | 19 | B.Sc. | SCIENCE DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.Sc. PHYSICS |
| Nil | 19 | B.Sc. | SCIENCE DEPARTMENT | H.N.B.P.G. COLLEGE, KHATIMA | M.Sc. MATHS |
| No file uploaded. | | | | | |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|-------------------|---|
| NET | 2 |
| SET | 1 |
| Any Other | 13 |
| No file uploaded. | |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
|--|---------------|------------------------|
| Literary and Cultural Fest | College Level | 157 |
| Celebration of IGAS | College Level | 66 |
| Celebration of HARELA FESTIVAL | College Level | 74 |
| Spectrum - Republic Day Celebration | College Level | 208 |
| Azadi - Independence Tournament | College Level | 90 |
| Organize a debate on the topic of HINDI VS ENGLISH | College Level | 56 |
| Annual sports of | College Level | 172 |

| | | |
|----------------------|---------------|-----|
| college | | |
| Nari Suraksha Saptah | College Level | 188 |
| No file uploaded. | | |

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|------------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2020 | STATE PRIZE IN ROVERS RANGER | National | 3 | Nil | NA | SEE ENCLOSRE |
| 2020 | NIPUN EXAM IN ROVER RANGER | National | 8 | Nil | NA | SEE ENCLOSRE |

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The primary goal of an educational institution is to concentrate on the holistic development of the students and so it is important for the students to be able to express their views on the issues related to them viz. their development (academic as well as otherwise), problems and possible solutions etc. The student council is really the machinery which enables the students to actively participate in the overall development process. In the recent past sessions the student council has raised a number of issues related to the students with the local representatives (including the MLA of the region), local bodies (Nagar Panchayat) and the local administration/ District administration. These include: 1. Request for construction of (sufficient number of) toilets in the college mainly for the female students. 2. Request for the construction of the college main entrance gate and also the demand for the beautification around the main entrance gate as well as laying tar on the road from gate to the campus was also raised. 3. Request for opening National Cadet Corps (NCC) for the students in the college. 4. Request for providing books (based on the new annual syllabus) for the 1st year UG and PG students. This was an urgent necessity brought about by the fact that the annual pattern was imposed, at the 1st year level, during this session and more over the college library too didn't have the sufficient number of books which would cover all the topics in the new syllabus. Besides all this the college student council routinely has helped students in various possible ways. Specifically at the times of admissions, during the beginning of the session, it helps (chiefly) the new comer students/aspirants (seeking admission in 1st Year UG) by explaining and guiding them about the various aspects of the admissions process as well as a general view of the college workings (classes, administration, facilities etc.). As most of the new admission students belong to the rural areas and have very low exposure and tend to be on the introvert side. In such cases a friendly greeting from a member of their community (i.e. the student's community) helps them immensely.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

60

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

H.N.B. Post Graduate 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. 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. Departmental Heads also formulate several departmental committees wherever and whenever necessary for e.g. committees are formed to organize a workshop, seminar or lecture, internal assessment committee. The college has a system of continual internal assessment for which the departmental heads formulate internal test committee. Those departments having practical subjects or requiring outdoor visits / outstation visit, the head of the department in consultation with the principal constitutes committees where the representation of students is also ensured. To ensure decentralization and participative management, the Principal constitutes several student level bodies/clubs such as Cultural Committee, Sports Committee, Library Committee, Anti-Ragging Committee where representation of newly admitted students is ensured. There are committees for discipline, waste management, energy management, and green campus, etc. Extension activities like blood donation, pulse polio, and implementation of government initiatives for the betterment of the society are also part of the college activities for which the Principal forms interim committees from time to time. NSS and Rover- Rangers also undertake various extension activities for which committees having active student representation are integral part of decentralization and participative management. Under Administrative Category there are three sections: 1.General Administration, 2. Accounts and 3. Library.

PART II- STATUTORY and NON-STATUTORY COMMITTEES: H.N.B. Government Post Graduate College being governmental and affiliated College. So, its functions through various statutory and non-statutory committees as per the UGC Guidelines for like theses Colleges. The Governing Body is the apex body under which all the statutory, 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. Under Academic head there are the following committees: 1. Examination Committee, 2. Departmental Committee and 3. Admission Committee, Under Financial head there are two committees: Finance Committee and Purchase Committee, Under Non-Academic / Administrative head there are 13 committees: 1.

Admission Committee, 2. Grievance Redressal Cell, 3. Advisory Committee, 4. Sports Committee, 5. Cultural Committee, 6. NSS, 7. Rover-Rangers, 8. Seminars/Workshop Committee, 9. Anti-Ragging Committee, 10. Canteen Committee, 11. Internal Quality Assurance Cell, 12. Career counseling committee and 13. RTI Committee.

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

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|----------------------------|--|
| Curriculum Development | H.N.B. Government P. G. College develops its own curriculum for various programs being offered. Heads and their faculties with the concern of principal are responsible for the development, implementation and monitoring of the curriculum. All the stakeholders including students, teachers and parents play important role in the designing of curriculum. Social, National and International issues are also kept in mind while designing the curriculum. Environmental issues, cleanliness, community development, ethical values and vision mission of the college are also integral components of the curriculum. Curriculum thus, designed is regularly updated and deployed with diligence. |
| Teaching and Learning | College ensures systematic and planned delivery of curriculum. The faculty members are required to deliver lectures and complete the topic within the stipulated period. Courses are divided into units and Interactive teaching is encouraged. Use of ICT is also an important tool for the delivery of curriculum. Notes and related reading material are also provided by our faculties. Research oriented courses are also part of our curriculum. Slow learners and weaker students are special assigned in the classes and additional teaching, learning facilities. Classes are running according the assigned time table and mentoring of these classes is assigned to the faculty members. |
| Examination and Evaluation | H.N.B. Government P.G. College is an affiliated college and its affiliation from Kumaun University Nainital. So, the examination of college is governed by university's rule and regulation. Transparency in examination is the core |

values of our examination system. Answer books are coded examiners are given model answers for objective evaluation. A separate section of examination controller of university decodes the answer books, and it sends to various evaluators of university. The evaluators send marks examination controller of university for preparation of results. Unit test, assignments and class presentations are an integral part of our examination system as continual assessment process. Before the declaration of results, award lists are tabulated by university. Then the result declared online by university on their website.

Research and Development

The college encourages faculty members to present and publish research papers and attend conferences. The college also provides teachers with assistance to organize seminars and conferences. Faculty has published various books with reputed publishing houses. Teachers regularly attend Orientation and refresher course. Dissertation and Research Methodology are a part of curriculum to encourage the culture of research amongst students. Faculty members are provided with personal computer at departmental level for encourage research development.

Library, ICT and Physical Infrastructure / Instrumentation

The college has one smart Classrooms, auditoriums as well as equipped, sufficient classrooms, Playground, well equipped labs, parking, canteen, Rainwater harvesting system, firefighting system, are some of them infrastructural highlights.

Human Resource Management

The college has always encouraged its faculty members to grow in the workplace, and this is achieved by encouraging faculties to avail opportunities to attend orientation programmes, refresher courses, FDPs and major/minor research projects. Teaching faculty requirement is regularly taken from the departments. The faculty members are encouraged to take various assignments besides teaching to enhance their overall qualities so as to benefit for the institution and the local societies. The young faculties members are assign relevant administrative duties as admission committee, college exam committee,

| | |
|--------------------------------------|--|
| | sports committee, swatch bharat mission etc. Salary, pay-scale, and increments are given to staff members by government leads to employee satisfaction and quality staff retention. Awareness among the students to participate in student union election. |
| Industry Interaction / Collaboration | Industry- interface, need to collaborate with them but as per geography of our college areas need of industries in this area which is the weekend section. |
| Admission of Students | Admission to all UG and PG courses is completed on the basis of merit whereas admission to PG courses is done through joint counseling. The lists of selected student are displayed on the notice board and college website of different faculties. |

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

| E-governance area | Details |
|--------------------------|---|
| Planning and Development | To empower all stakeholders through promotion of innovations in the field of higher education by imparting training and education, and encouraging research for the development of country and stimulate the academic environment for promotion of holistic learning and research, to contribute in the nation's growth. To inculcate values and impart skills for shaping able and responsible individuals committed towards the intellectual, academic and cultural development of society. |
| Administration | 1. Dedicated Employee Code/ ID for employees. 2. Departmental Email facility. 3. Online Requisition for Mark sheet, Certificates and Document Verification of Students. 4. E-Notice board and e-dissemination of information. 5. AISHE Data on MHRD Portal. 6. Online filing of TDS. 7. Live Streaming of Conferences Webinars 8. Also the faculty details and courses are uploaded on the college website, which proves helpful for the students as they can get an access to this information easily. |
| Finance and Accounts | 1. Accounting Software (TALLY) for financial data. 2. Computerized Payroll and Staff Management. 3. Registraion on Government of Uttarakhand Integrated Financial Management System (IFMS). |

| | |
|-------------------------------|---|
| Student Admission and Support | After admission counseling sessions are conducted. Continuous assessment of students through unit tests/assignments for determining the slow learners and take up necessary steps to improve their learning ability. Use of ICT enabled technology in teaching. Examination conducted as per university guidelines. |
| Examination | Examination conducted as per university guidelines, rules and regulation. |

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| Nil | NA | NA | NA | 0 |
| No file uploaded. | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|---|--|------------|------------|---|---|
| 2019 | Special lecture on relevance of Tulsidas ideas principle in modern world by Dr. Archana Verma | Special lecture on relevance of Tulsidas ideas principle in modern world Dr. Archana Verma | 14/10/2019 | 14/10/2019 | 16 | 12 |
| 2019 | Two days workshop on research methodology by Dr. Ashutosh Kumar | NA | 13/12/2019 | 14/12/2019 | 14 | Nil |
| 2020 | One day workshop on google | NA | 23/03/2020 | 23/03/2020 | 18 | Nil |

| | | | | | | |
|-------------------|---|---|------------|------------|----|---|
| | class room- Creation and management by Dr. Pramod Kumar Kandpal | | | | | |
| 2020 | Special lecture on financial planning and basic of banking by ----- | Special lecture on financial planning and basic of banking by ----- | 20/05/2020 | 20/05/2020 | 15 | 8 |
| 2020 | Special lecture on Communication Skill by Dr. Geeta Shrivastav | Special lecture on Communication Skill by Dr. Geeta Shrivastav | 01/06/2020 | 01/06/2020 | 12 | 7 |
| No file uploaded. | | | | | | |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| Orientation Programme | 1 | 28/01/2020 | 17/02/2020 | 21 |
| Refresher Course | 2 | 05/12/2019 | 18/12/2019 | 14 |
| Refresher Course | 1 | 11/09/2019 | 24/09/2019 | 14 |
| No file uploaded. | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 0 | 7 | 2 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| Medical reimbursement of state govt., Group Insurance Scheme and Ayshman Card initiatives taken by government of Uttarakhand. Medical | Medical reimbursement of state govt., Group Insurance Scheme and Ayshman Card initiatives taken by government of Uttarakhand. Medical | Scholarships for SC/ST/OBC students, Inspire Scholarship, Gaura Devi Scholarship, Sant Kesar Fellowship for meritorious students. |

reimbursement of state govt., Group Insurance Scheme and Ayshman Card initiatives taken by government of Uttarakhand.

reimbursement of state govt., Group Insurance Scheme and Ayshman Card initiatives taken by government of Uttarakhand.

6.4 – Financial Management and Resource Mobilization

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

The college has an established mechanism for internal and external financial audit regularly. The Governing Council of the college appoints a Chartered Accountant for Internal Financial Audit. The External Audit is carried out by a team of government auditors appointed by the Department of Higher Education from time to time. There is also a team of Government Local Auditors who audit the books of accounts of the college on year to year basis.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| NA | 0 | NA |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|--------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | NA | Yes | Principal and IQAC |
| Administrative | No | NA | Yes | Principal and IQAC |

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

1. A formal Parent – Teacher Association is exists in the college. Meetings are regularly conducting with parent teacher association for the welfare of college, students also. 2. The parents and the Faculties of the Departments interact with each other in case of any need. 3. The teachers conduct meetings with the parents of the students who fail to perform in a desired manner in internal assessment test and Parents are also invited to participate in the Independence Day and Republic Day celebrations.

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

1. Personality Development and training for communication skills. 2. Regular training and orientation programs are organized for teaching and non teaching staff keeping pace with the latest updates. 3. Support Staff is encouraged to keep updated with the latest guidelines of UGC and government orders from the Department of Higher Education and Ministry of Finance.

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

1. Establishment of IQAC with regular meetings and monitoring of academic and

administrative process of the college. 2. SSS (Student Satisfaction Survey) is conducted annually and is taken into consideration to address the concern of the students.3. Library upgradation (Computer, Printer, Photo copier and new book etc).

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF | No |
| c) ISO certification | No |
| d) NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2019 | One day seminar was organized by college on the topic of UCCH SHIKSHA MEN GUDWATTA, UNNAIN AVM NAVACHAR. | 20/07/2019 | 02/08/2019 | 02/08/2019 | 87 |
| 2019 | Organize a MAHILA SHAKTI KENDR PROGRAM in the direction of ministry of women and child development of Indian govt. | 20/07/2019 | Nil | Nil | 65 |
| 2019 | To organize more environmental awareness program. | 15/10/2019 | 04/11/2019 | 09/11/2019 | 305 |
| 2020 | Suggest to faculties to celebrate the YUVA DIWAS | 09/01/2020 | 12/01/2020 | 12/01/2020 | 77 |
| 2020 | Arrange a campaign on feticide on the occasion of national womens day. | 09/01/2020 | 08/03/2020 | 08/03/2020 | 55 |

| | | | | | |
|-------------------|--|------------|------------|------------|-----|
| 2020 | Arrange a SAMAGAM CAMP in Uttarkashi | 09/01/2020 | Nil | Nil | Nil |
| 2020 | IQAC Focused on clean and green campus initiatives and plantation process done with the help of NSS and Rover Rangers volunteers | 05/05/2020 | 01/06/2020 | 10/06/2020 | 110 |
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|---|-------------|------------|------------------------|------|
| | | | Female | Male |
| Gender Sensitization | 09/08/2019 | 09/08/2019 | 68 | 15 |
| Working Women Problem in Male Dominated Society | 08/10/2019 | 08/10/2019 | 56 | 21 |
| Academic Careers and Gender Equity | 26/11/2019 | 26/11/2019 | 52 | 14 |
| Improving Gender Equality in Higher Education | 02/01/2020 | 02/01/2020 | 72 | 18 |
| Democracy and Gender Equality | 19/02/2020 | 19/02/2020 | 42 | 12 |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The institution has also framed a environment beautification committee. The committee is full authorized to take decisions to make the campus Eco-friendly. The institute has also been declared polythene free zone. Students are made aware of environment consciousness there is a great emphasis on the maintenance of campus greenery. The environment is quite clean and pollution free, plantation drive is also initiated in the campus through NSS and Rover Ranger Programs. Our college is also surrounded by many trees which adding up to nature's beauty and making campus free of pollution and also maintain a healthy

ambience. There is a special paper that is being taught in graduation 2nd year naming Environmental Studies. Students and teachers are encouraged to participate in programmes such as Earth Day, World Environment Day, etc. Lectures and Seminars are organized to create awareness about the burning issues such as global warming, single use of plastic, green gas emissions. Several initiatives taken include- Environmental Education Sensitization, Deployment of LED bulbs for energy conservation, rain water harvesting, etc. Students and staff are encouraged to use public transport to minimize emissions and pollution.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Physical facilities | Yes | 2 |
| Provision for lift | No | 0 |
| Ramp/Rails | No | 4 |
| Braille Software/facilities | No | 0 |
| Rest Rooms | No | 0 |
| Scribes for examination | No | 0 |
| Special skill development for differently abled students | No | 0 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|--|-------------------|--|
| 2019 | Nil | 1 | 02/08/2019 | 1 | ROAD SAFETY AND COMMUNITY AWARENESS PROGRAM | AWARENESS PROGRAM | 59 |
| 2019 | Nil | 1 | 12/09/2019 | 1 | BOOD DONATION CAMP BY NSS, ROVER AND RANGERS | BLOOD DONATION | 36 |
| 2019 | Nil | 1 | 02/10/2019 | 1 | TREE PLANTATION DRIVE | ENVIRONMENT | 24 |
| 2019 | Nil | 1 | 29/11/2019 | 1 | GROUP DISCUSSION ON HEALTHY LIFE | HEALTH | 52 |

| | | | | | STYLE | | |
|-------------------|-----|---|------------|---|----------------------------------|-----------------------------|-----|
| 2020 | Nil | 1 | 24/02/2020 | 1 | NUKKAD NATAK AGAINST COMMUNILISM | SOCIAL ISSUE | 24 |
| 2020 | Nil | 1 | 04/03/2020 | 1 | COVID-19 AWARENESS CAMPAIGN | COVID APPROPRIATE BEHAVIOUR | 210 |
| No file uploaded. | | | | | | | |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|---|---------------------|---|
| The Uttaranchal Government Servants Conduct Rules, 2002 | 22/11/2002 | 1. The code of conduct is displayed on institutional website. 2. The code of conduct discusses responsibilities of a teacher, academic duties consisting of a teaching exam/ Assessment and coordination is carrying out various extra curricular activities. Teacher shall not discriminate students, colleagues adversely on political, race, caste, religion, language or for other reason of an arbitrary or personal nature. https://pwd.uk.gov.in/files/PWD/Upload_5.pdf |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Organize a lecture on to appreciate the rights of others. | 06/11/2019 | 06/11/2019 | 62 |
| Awareness program for students regarding their responsibilities toward social and nation | 12/12/2019 | 12/12/2020 | 108 |
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The institution has taken a number of steps to make the campus eco-friendly. The head of the institution, faculty members, NSS volunteer and other students

all are committed to make the campus eco-friendly and pollution free, these main initiatives have been taken in this regards 1. Energy conservation: Use of CFL and LED. 2. Tree plantation: In whole campus tree plantation take place. 3. Rain water harvesting. 4. Namami Gange abhiyan: Awareness program through NSS and College Students 5. Swachh Bharat Abhiyan: Clean campus on every Saturday and general awareness about Swachh Bharat.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Institutional Best Practices (Best Practice- I) 1. Title of the Practice: Innovations in Teaching-Learning Process 2. Objectives: i. To prepare students for positions of significant leadership in business, government and professions by offering excellent education in strategic disciplines. ii. To teach students how to learn, how to think for themselves and how to speak and write clearly and effectively. iii. To give students significant opportunities to serve the society and to help them develop a lifetime habit of such service. iv. To develop respect for traditional family values, sanctity of life, compassion for the poor, personal freedom, free markets, natural law, and original intent of the Constitution. 3. The Context: HEIs are increasingly expected to become more systematic and reflective in their approaches to transform and assessing teaching and learning. One of the major challenges is that they face to develop a richer understanding of learning. As a result of the current educational environment, College had identified the following areas to improve teaching and learning. A. Hazards in creating atmosphere for E-learning. B. Developing teaching-learning tools for growing student expectations. C. Addressing emerging ethical challenges. D. Understanding the evolving role of ICT. E. Designing curriculum that meets the demands of present century. F. Attendance of students in classes. G. Availability of learning resources. 4. The Practice: In the Indian higher education context, the major problem is a few working days available and subjectivity in the evaluation. College follows an academic calendar. To ensure active participation of students all the activities in the institution directly or indirectly are designed in such a manner that they are student centric. The practical sessions, interactive teaching, group discussions, internal assessment tests, preparation of assignments and projects, academic tours, involvement of students for teaching slow learners are some of the activities adopted by the college for making learning student centric and which contribute to self-management of knowledge development and skill-formation. The students and faculty keep conducting and attending seminars, conferences, workshops, orientation programs, refresher courses and faculty improvement programs organized both by the college and other higher education institutions. 5. Innovation Best Practices: Focus if given on instructional learning through delivery of classroom lectures which is dependent upon the subject being taught and the teaching-learning process is supplemented using Information, Communication and Technology. There is provision for smart classes, LMS, Computer Centre, projectors Wi-Fi enabled Campus for each faculty of the department depending on their requirement and usage. • group projects • through group discussion and brainstorming • Internship, Fieldwork, Dissertation • Class tests, • quizzes, • assignment, • class performance assessment • handwritten notes • laboratory exercises • The college has a systematic Library and it help to students in reading and learning. The college has tried to become a rich database of e-journals as well. 6. Evidence of Success: 1. Having a Course/Lesson Plan according to allotted syllabus. 2. Specific Program Objective, Program Specific Objective and Course Objective has been designed by each faculty which makes the teaching-learning process more outcomes based and result-oriented. 3. Regular Student Feedback is undertaken. 4. Teaching of classes focused on problem-based sessions. 5. Mentoring of students class-wise. 6. Career Counseling Cell work

regularly for student's betterment. 7. Free coaching for students for competitive examinations. 7. Problems Encountered and Resources Required: 1. The implementation of the innovative practices in the teaching-learning process has been a big challenge for the college as the change is not easily accepted by the conventional stakeholders. 2. It has been, and is still, a herculean task to have a transparent evaluation system that is objective and bias free in internal assessment. 3. Human resource is another challenge in the field of higher education. Getting qualified teachers and being able to retain them became another challenge for the HR team. 4. It is a challenge to train and implement technology-based teaching learning methodologies as it has low adaptability. There is a lack of internet resources too amongst students.

Institutional Best Practices (Best Practice- II)

1. Title of the Practice: **WOMEN EMPOWERMENT AND GENDER JUSTICE**

2. Objectives: I. To increase access of women to education and ensuring gender justice and their empowerment. II. To create more awareness on the issues of gender sensitization among the students. III. To provided women with equal opportunity.

3. The Context: The College in keeping with the tradition of imparting holistic education emphasizes on the ethical and moral principles. The college being a coeducational institution sensitizes its staff and students on issues such as women empowerment and gender justice. Importance of women education has been strongly realized for the eradication of backwardness in Eastern Uttarakhand. Being the future caretakers of generations to come, the upgrading of women, in the recent background of violence against them, is the priority of the college.

4. The Practice: The college being a coeducational institution sensitizes its staff and students on issues regarding women. 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 in English, Political Science etc. To create more awareness on these issues among the students several Gender Sensitization Programs were regularly conducted by the Women's Cell and various departments as listed below: (i) One day workshop on "BETI BACHAO BETI PADHAO", by History Department of the college. (ii) A special lecture on "Working Women Problem in Male Dominated Society" by women's redressal cell of college. (iii) A special lecture on "Academic Careers and Gender Equity" by career counseling cell of college. (iv) Organize a program on "Improving Gender Equality in Higher Education" by education department of college. (iv) Organize a program on "Democracy and Gender Equality" by Political Science department of the college. The Women's Redressal cell in collaboration with Grievance Redressal Cell addresses the issues related with girls. Immediate action is taken on these cases. Continuous vigilance is maintained by the Proctorial Board and also through CCTV cameras.

5. Evidence of Success: I. The college has been successful in ensuring the safety and dignity of female students in the campus. In the few last years the college has not witnessed any sort offence against women within the campus. Thus the College maintains a harmonious and women friendly campus. II. The college has taken on additional responsibility of ensuring the safety of women students and staff who are coming from faraway places. III. The percentage share of girls in total registered students was higher than boys in last years. IV. The girl students of the college were actively participated in various program which is organized by college and other institutions. V. The passing percentage of girls in university exam were higher than boys in last years.

6. Problems Encountered and Resources Required: I. Mobilizing funding for various activities related to women empowerment and gender Justice is a difficult task. II. Many parents and families have traditional thought regarding gender equality.

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

http://hnbqpgckhatima.in/uploads/files/shares/iqac/Best%20Practice/BEst_Practice_19-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Details of the performance of the institution in one area distinctive to its vision, 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 at 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 the 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 round development of the students' personality. In line with our vision, of providing quality higher education and skill to the students for employability and overall personal development along with the creation of a knowledge based society, we endeavor forward with the resources (both human and infrastructural) at hand. We wish to instill a sense of self-cognizance amongst the students to help them get their rightful and meaningful roles in the society. The major thrust of the institution is to provide a conducive environment for learning and assimilation of knowledge. The institution is providing quality based education to the students in the way, that the institution could produce confident and responsible citizens.

Provide the weblink of the institution

http://hnbqpgckhatima.in/uploads/files/shares/igac/7_3_1.pdf

8.Future Plans of Actions for Next Academic Year

Given our Vision and Mission, Hemwati Nandan Bahuguna Government PG College makes all efforts to be transformed into an Institute of Global Standards education through the skilled human resource. We try hard to make a momentous contribution to the nation building provide for the needs of the 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. • Organizing more awareness programs regarding COVID-19. • To organize national and international conferences/workshops/seminars and training programs. • The process of online admissions follows in the institution. • Organizing more environmental awareness programs for students and staff. • Pursue the matter to higher authorities for constructing Common room, Restroom, Examination control room, Female toilets, Steno room, office, NSS office, Rover-Rangers office, four wheeler parking stand Conference room, etc. • Upgradation of ICT facilities in all departments. • Starting new courses (vocational courses, Home Science, and Postgraduate course in geography, Commerce and education, etc.) on the campus. • Establishing a new NCC wing for the students. • Establishing at least one smart class in each faculty. • More gender sensitization programs to be organized. • Planting more trees and aiming towards a green campus. • Upgradation for the reading room for students nearby library.