



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MAHARANA PRATAP GOVERNMENT DEGREE COLLEGE AMB
Name of the head of the Institution		Dr. Raman Kumar
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		911976260032
Mobile no.		9418111148
Registered Email		govtcollegeamb@gmail.com
Alternate Email		mpgcamb@gmail.com
Address		Maharana Pratap Govt. degree College Amb Distt. Una H.P.
City/Town		Amb
State/UT		Himachal pradesh
Pincode		177203

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Darshan Kumar			
Phone no/Alternate Phone no.		911976260032			
Mobile no.		9418015414			
Registered Email		kdarshan288@gmail.com			
Alternate Email		dhimandk202@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://www.mpgcamb.com/uploads/1/0/7/8/10786403/aqar_2018-19_resubmitted_to_naac_on_14-11-2019.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		https://www.mpgcamb.com/uploads/1/0/7/8/10786403/academic_calendar_2019-20.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	66.20	2007	31-Mar-2007	30-Mar-2012
2	B	2.40	2016	16-Sep-2016	15-Sep-2021
6. Date of Establishment of IQAC			26-Sep-2012		
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
A lecture on Cyber crime and drug menace was organised in which Sh. Anil Mehta DSP Haroli was the resource person in collaboration with Rusa Cell	21-Sep-2019 1	126
Lecture on career guidance(Motivation for competitive exams) organised. Mr. Girish Anand of Chankya IAS Academy Chandigarh was the Resource Person	05-Nov-2019 1	240
Work Shop on Career guidance(Preparation for HPAS and IAS exams) organised. SDM Amb Miss Torul Raveesh was the Resource person	31-Aug-2019 1	195
Structured feedback obtained from the teachers for the session 2019-20	14-Oct-2020 7	25
Student Satisfaction Survey Conducted for the session 2019-20	20-Jun-2020 10	869
Structured feedback obtained from students for the session 2019-20	10-Jul-2020 15	415
IQAC meeting for last quarter	13-Jul-2020 1	11
IQAC meeting for third quarter	07-Feb-2020 1	11
IQAC meeting for second quarter	04-Oct-2019 1	10
IQAC meeting for First quarter	08-Jul-2019 1	9
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Rusa 2.0	Central Government	2019 365	10000000
Institution	Rusa 2.0 Equity Initiative	Central Government	2019 365	56433

Institution	Construction of Commerce Block	State Government	2020 365	7000000
Institution	Construction of Commerce Block	State Government	2019 365	1000000
Institution	NSS	State Government	2019 365	86400
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

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)

Mou signed and a Placement drive conducted in collaboration with local firm Learning plus plus in which 8 students were selected for various job profiles

Expert lecture on E-resources and N-List was organised for students and staff. The resource person was Prof. Anil Verma, Department of Computer Applications

Work shops on Yoga and Judo karate were conducted in which yoga expert Dr. Baldev Dogra and Karate expert Mr. Vinay Kumar were invited to train our students under equity initiative programme

LED Display system and Public Address System installed in the college

Solar power plant and Genset installed in the college. Genset is for uninterrupted power supply and solar power plant is ecofriendly renewable resource of energy.

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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 install LED display notice board in the campus	LED notice board installed. 8X4 SFT Open weather proof LED digital notice board was installed in front of Science-Block.
To renovate old building (Arts block) and the Chemistry Lab	Work started for renovation of the old building(Arts block). About 60 % work has been completed. Due to shortage of funds, the chemistry lab could not be renovated during this phase, it will be renovated in the next session.
To construct pavement ways from college main gate to self finance block and the commerce block with interlocking tiles	About 80 % work completed. Area in front of the College Stage (480 Sq. meter) was renovated by fixing interlocking tiles.
To set up solar power system in the college	Solar power panels installed. Solar power panels of 320 KW capacity were installed on the roof of the science block through Him-Urga a state government agency. Renewable power energy resources were promoted and a new source of income was generated by one time fixed investment.
To enhance beautification of the college campus	Garden Development. Flower beds and the garden in front of the administrative block were developed.
To sign MOUs with local firms for placement drives and career counselling	MOU signed with local firm Learning++. 8 students were placed for various job profiles.
To install genset in the college for uninterrupted power supply	Genset installed (62.5kVA). Complete Administrative Block and Library are covered with genset.
To make admission process online	Partially made online. Online registration, application form generation, and student acknowledgement were made possible through various online tools available. The fee was deposited online by the students through payment gateway (SBI collect). The arrangement made by our admission team immitate the online admission process without any dedicated application software for online admission. Note: Customised and dedicated admission software was to be purchased in 4th quarter but the codal formalities couldnot be done due to nation wide lockdown because of Covid-19.
To develop online system for Student feedback and to conduct student satisfaction survey	Student feedback and Student Satisfaction Survey(SSS) were conducted online through Google forms. The data was analysed on 5 point Likert Scale.

	Both the positive and negative feedbacks were analysed and mentioned in their respective reports.
To Review MenterMentee system in the college	Reviewed. Positive Feedback received from students about newly introduced MenterMentee System and the follow up made by all the menters about their queries.
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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	2019
Date of Submission	31-Dec-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The college has its own management system. Advanta Rapid ERP management and administration software is functional in the college. The system provides efficient database and it eliminates paper work and extra efforts utilize by the management team. The process to store all the information requires minimal staff involvement and it saves a lot of time. Currently five modules are working. Students admission and registration are done through this software. This module handles the admission and registration process for both existing and new students. We can keep a track of refundable security deposit, onetime registration fee, assign the course, class, section and roll numbers to the students. It can also manage the activities like promotion and demotion of students, student fee receipts. It can handle entire registration and admission process of students for every academic year. Previous educational detail can be recorded. It can maintain a unique

id for all students. Any type of document and data related to student can be attached. We can generate accurate reports in a customized manner i.e. we can obtain student list, roll number wise or student id or registration wise. The character certificates can also be generated through this system. The ledgers of the accounts can also be maintained. Another module working in the software is fee collection and receipt printing system. It allows receiving fee in seconds with few clicks of mouse and keyword. This helps the staff to utilize their time efficiently. It has also fee relaxation facility, fee concession facility, balance adjustment facility. It can calculate pending fee and concessions automatically and receipts can be printed on all types of printers as per the design of the college. Other module working in our management information system is to manage the database of students and other aspects of the college very efficiently. This provides capability to register students in particular class, courses, tracking students, examination etc. This module is used to track all data information of students such as students' personal details, parent's details, address, academic, medical, discipline, email, and mobile no details with just a few clicks of mouse. This management information system is maintained through contract. Annual maintenance contract has been given to the company Advanta innovations at annual payment of Rs 23600/.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college meticulously plans and develops action plans for effective implementation of the curriculum which is in line with the institution 's goal to empower students through quality education. Teachers prepare schedule of work for each subject semester/ term wise. This schedule of work is made available in the department and library for reference. The curriculum delivery is effectively done through lectures, supported by Power Point Presentation. Printed study material is also given to students. This is supplemented by Group Discussions, Seminars and Interactive sessions. Access to e-resources through

National digital library and N-List is made available for the faculty and students to further ensure effective delivery of curriculum. Each department prepares the calendar of activities like extension lectures, Power Point presentations, Group Discussions etc. for the term/semester to achieve the desired outcomes. The quality of the education imparted to students is monitored and ensured through Internal Quality Assurance Cell. Regular feedback obtained from the stakeholders, with respect to the quality of the enrichment programmes are monitored and evaluated by the IQAC and necessary remedial measures are incorporated in the future. Further, the quality of education imparted is periodically evaluated by external agencies like the National Assessment and Accreditation Council (NAAC). The attendance record of the students is maintained manually in the attendance registers. Midterm exams are conducted and the proper record is maintained. The students are assessed on the basis of midterm exam, assignments and regularity in attendance. Further as the College is affiliated to Himachal Pradesh University, Shimla-5, It follows the University designed curriculum.

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
IT ITES		30/09/2019	365	Focus on employability in the service sector like call centers, hospitality sector, teaching communication skills and aviation sector. Online placement drive is in progress and has been delayed due to Covid-19	Personality development, Communication and soft skills, spoken English, IP (Computer basics) and entrepreneurship.
BFSI		30/09/2019	365	Focus on employability in the field of accountancy. Online placement drive is in progress and has been delayed due to Covid-19	Development of accounting software skills like computer literacy, digital literacy, soft skill, Tally, Payroll etc.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	150	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
IT ITES	30/09/2019	90
BFSI	30/09/2019	60
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Industrial training	42
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	
Alumni	
Parents	

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

Feedback Obtained
<p>The feedback obtained from the students is utilized for the improvement of the areas in which we lag behind. The feedback is obtained from the students on various aspects of the college like teaching faculty, administration including principal, infrastructural facilities like classrooms, library, laboratories, computer labs, cafeteria or canteen, facilities of the drinking water and toilets etc. Any negative feedback is immediately paid attention and the college authorities try to address the problems of the students without any delay. This year 586 students gave feedback through online google forms of which 415 correct entries were selected for analysis. The student feedback has been analyzed and the complete analysis report has been uploaded on the college website Teacher feedback was also obtained from the faculty members online</p>

through google forms. 25 teachers gave their feedback. Based upon 13 closed-ended questions and one open-ended question, the feedback was analyzed and the complete analysis report has been uploaded on the college website. The suggestions given by the teachers will be taken into consideration while chalking out future plan of action of the college. Weak points in the teaching-learning process will be overcome. The student feedback has been analyzed and the complete analysis report has been uploaded on the college website <https://www.mpgcamb.com/iqac.html>

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
MCom		60	58	58
MA	English	80	19	19
BBA		180	143	143
BCA		180	162	162
BCom		300	260	260
BSc		738	738	738
BA		729	729	729
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2032	77	22	0	6

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
22	22	5	1	1	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Students mentoring system is available in the college. The total students are equally divided among the full-time teachers of the college who take care of the academic and personal problems of the students. The students may approach the teacher individually or in group. The teacher concerned tries to solve the issue at his own level or with the help of the college administration. From this year, the mentor-mentee system has been reviewed. Effort have been made to make the system systemised. The mentor-mentee meetings are held on a regular basis and

the mentors have been asked to maintain the record of the meetings and the problems solved by them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2109	22	1:96

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	22	6	0	11

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BBA	N/A	6th	29/08/2020	06/11/2020
BCA	N/A	6th	08/08/2020	06/11/2020
BA	N/A	6th	27/08/2020	16/10/2020
BCom	N/A	6th	27/08/2020	16/10/2020
BSc	N/A	6th	28/08/2020	16/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute cannot initiate the reforms on Continuous Internal Evaluation (CIE) system as it applies the CIE system devised by H.P. University Shimla. Whenever there is any change in the CIE system, it is at once applied by the college on getting directions from the university.

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

Academic calendar for the conduct of End Semester Examinations is prepared by the college as per directions received from H.P. University. The date sheet for the conduct of the Mid-term Exams (House Examination) is prepared by the college itself. The other activities like Admission schedule, Celebration of the important days and events, Annual prize distribution function, Annual athletic meet, CSCA cultural function etc are included in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

https://www.mpgcamb.com/uploads/1/0/7/8/10786403/programme_outcomes_programme_specific_outcomes_and_course_outcomes_final_modified_1.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
	MCom	Commerce	28	28	100
	MA	English	6	6	100
	BCA	N/A	45	40	88.89
	BBA	N/A	39	35	89.74
	BSc	N/A	203	118	58.13
	BCom	N/A	70	65	92.86
	BA	N/A	158	88	55.70
No file uploaded.					

2.7 – Student Satisfaction Survey

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

https://www.mpgcamb.com/uploads/1/0/7/8/10786403/sss_2019-20_word.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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!				
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
No Data Entered/Not Applicable !!!					

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
Not Applicable	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)
International	Economics	1	7.08
International	Botany	1	0.79
International	Botany	1	2.19

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

Department	Number of Publication
Chemistry	1
Mathematics	2

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	N/A	N/A	2020	0	N/A	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
NIL	N/A	N/A	2020	0	0	N/A

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	12	0	0
Presented papers	1	6	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
Sawachhta Pakhhwara	NSS	2	196
Fit India Movement Rally and HIV prevention Campaign	NSS	2	183
Poashan Abhiyan and rally on not to use plastic	NSS	2	169
Lecture on Poashan abhiyan by MLA Amb and health department AMB	NSS	2	171
FIT INDIA PLOG run and sawahhta campaign	NSS	2	181
poster makinfg competition on disaster awareness	NSS	2	172
Nasha Nivaran Abhiyan and rally on drug abuse	NSS	2	170
Blood donation camp by HDFC bank Amb at college campus	NSS	2	179
poster making and slogan writing competition on drug abuse	NSS	2	168
Swatchhta hi Seva campaign	NSS	2	184

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
EXERCISE NCC YOGDAAN(Covid19)	Certificate	6 HP(I) COY NCC UNA	11
CEE Certificate Examination	CEE Certificate	6 HP(I) COY NCC UNA	20
BEE Certificate Examination	BEE Certificate	1 HP Girls Bn NCC Solan	6
CEE Certificate	CEE Certificate	1 HP Girls Bn NCC	7

Examination

Solan

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
NIL	N/A	N/A	0	0
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
NIL	N/A	N/A	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
NIL	N/A	N/A	20/11/2020	20/11/2020	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
NIL	20/11/2020	N/A	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
104.26	95.47

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Campus Area	Existing
Laboratories	Existing
Value of the equipment purchased	Newly Added

during the year (rs. in lakhs)	
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Others	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0.05	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13158	13262678	245	46061	13403	13308739
Reference Books	360	196337	0	0	360	196337
Weeding (hard & soft)	182	1114	0	0	182	1114
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	N/A	N/A	20/11/2020
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	62	3	35	1	1	2	17	10	0
Added	0	0	0	0	0	0	0	0	0
Total	62	3	35	1	1	2	17	10	0

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

0 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
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NIL

N/A

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
7.04	6.93	6.26	6.26

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)

administration makes it sure that the financial resources are made available for maintenance and upkeep of different facilities provided in the collage.

LIBRARY: The list of required books is taken from the concerned departments. A meeting with HODs is convened in this regard. The finalized list of required books is duly approved and signed by the Principal. The following steps are followed by for maintenance and upkeep of library. 1. Suggestion box is installed in library to take users' feedback. Continuous feedback helps in introducing new ideas for enrichment of library 2. To ensure return of books, the students have to obtain no dues from the library before appearing in final exams. 3. A proper account of visitors is maintained on daily basis. 4. The students are motivated to use e-resources in the library. 5. Library committee helps to resolve the issue such as weeding out of titles, schedule of issue/ return of book etc.

LABORATORIES: The record of maintenance account is maintained by lab assistant and is supervised by the HOD's of concerned department. The sweepers of the collage regularly clean the laboratories. All the lab equipment is cleaned and maintained by the laboratory assistant on a regular basis. At the end of session, the physical verification of all the laboratory equipment is done and the serviceable items are repaired whereas unserviceable item are disposed/written off by following proper procedure.

SPORTS: The collage has many sports facilities such as volleyball court, badminton court, basketball ground, two cricket pitches with nets for practice, gym and judo mats. A gym trainer and a sports peon has been engaged for upkeep of these sports facilities. They are paid from P.T.A fund and self-finance fund.

CLASS ROOMS: The college has a building committee for maintenance and up keep of the infra structure. The college development committee regularly checks the infrastructure provided in the classrooms and submit the requirements to the Principal. College development fund is utilized for maintenance and minor repairs of furniture, blackboards and other electrical equipment. One fulltime and one part time sweeper have been engaged to maintain cleanliness of the classrooms. A complaint register is maintained in the office in which students as well as faculty can register their problems which are resolved within a set time frame. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in the classrooms.

COMPUTERS: Available funds such as computer fund is utilized for maintenance of the computer systems. A lab assistant has been engaged for upkeep and maintenance of the computers and all other accessories. The unrepairable systems are disposed off.

CCTV: The college has cctv surveillance system. Its maintenance is done through AMC. Apart from this, technicians, masons, plumbers, carpenters and gardeners are engaged from time to time from outside to ensure the maintenance of toilets, drinking water facilities, gardens, the campus and the canteen. The water tanks are cleaned on regular basis with proper record. The fire extinguishers installed in the college are regularly refilled.

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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	Fee Concession and Incentives to outstanding sportspersons from PTA fund	14	34480
Financial Support from Other Sources			
a) National	IRDP scholarship scheme, Kalpna Chawla Chhatravritti yojna, Post matric scholarship scheme to SC, ST and OBC students, Dr. Ambedkar postmatric scholarship scheme, Indira Gandhi utkrisht chhatravriti Yojna and Inspire Scholarship	149	2796842
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
IT-ITES,BFSI	30/09/2019	150	HPKVN
Workshop of Personality development and skill enhancement	01/10/2019	92	IQAC
Karate Classes	02/11/2019	32	IQAC
Yoga Classes	06/11/2019	140	IQAC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	MOU Signed	0	17	0	8

with local
agency
Learning
plus plus
for
placement

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
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
Learning plus plus	17	8	N/A	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Sc.	Sciences	Lovely Professional University	M.Sc. Chemistry
2019	1	B.A.	Humanity	Govt. College Daulatpur Chowk affiliated to HPU	MA (Sanskrit)
2019	2	B.A.	Humanities	Jupiter College of Education Mairi affiliated to H.P.U.	B.Ed.
2019	5	B.A.	Humanity	MPGC Amb affiliated to HPU	MA-English
2019	1	B.Sc.	Sciences	Central University HP	M.Sc. Mathematics
2019	1	BA	Humanity	Central University	Diploma V.Sc.

				HP	
2019	4	B.Sc.	Sciences	Central University of H.P.	M.Sc.Chemistry
2019	1	BBA	Professional Education	DAV University	MBA
2019	2	BBA	Professional Education	HPTU	MBA
2019	1	BBA	Professional Education	Rayat-Bahra University	MBA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	College Level Annual Athletic meet	48
Sports	Inter College	84
Cultural Activities	Inter College	11
Cultural Activities	Inter College Youth Festival	29
Cultural Activities	College Level	125
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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

CSCA plays a vital role in the college as it serves as a connecting link between college administration and the students. CSCA is constituted every year in the college on the basis of rules and regulations framed by HPU. In the session 2019-20, CSCA was formed on the basis of merit. Elections were not held as per the direction of state Government. Meritorious students were nominated to various posts. There were four office bearers-President, Vice president, Secretary and Joint secretary, 15 class representatives and 2 department representatives. 9 CSCA members were nominated from NSS, Sports, NCC, Cultural and editorial board of the college magazine. President of the CSCA was made member of the IQAC cell of the college. CSCA remained active throughout the

year. CSCA raised issues and problems faced by the students in meetings organized by the college administration. The valuable suggestions given by the CSCA were entertained which proved helpful for the improvement and growth of the college. CSCA cultural function was organized on 19 February 2020 in the college campus. In this function, various inter faculty competitions were held on cultural items like group dance, solo dance, solo song and group song. Total of 91 students from arts, science, commerce and self -finance courses participated in this function. The students winning first three position were given prizes. Students of music department performed Vendematram, Sraswativandna and National Anthem during the function. NCC cadets and NSS volunteers also participated in the function. The CSCA function gave opportunity to the students to show their hidden talents. This function also boosted the morale of the students as they were encouraged to participate actively in the function. President of CSCA is also a member IQAC committee.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

DECENTRALIZATION Our institute has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. Decentralization started from the Principal level. He was the chairperson of the IQAC. The principal in consultation with the senior faculty members nominated different committees for the planning and implementation of different academic, student administration, and related policies. The important committees formed were IQAC committee, College advisory committee, Discipline/Anti-ragging committee, Library committee, House Exam Committee, UGS affairs committee, Building committee, Women redressal cell, Scholarship committee, Campus development/beautification committee, Career guidance/placement cell, Press committee, Cultural committee etc. Faculty members were given representation in various committees/cells. The composition of different committees was changed this year to ensure uniform exposure of duties for the academic and professional development of all the faculty members. CSCA members of the college were also given the opportunity to play important role in different activities. The class representatives and the department representatives were also involved in all the decisions and framing the policies concerned with the student's welfare. Non-teaching staff members like librarian and superintendent were also given representation in various committees. The suggestions of the non-teaching staff members were considered while framing policies or taking important decisions. **PARTICIPATIVE MANAGEMENT**
The institution promoted the culture of participative management at the

strategic level, functional level, and operational level. At the strategic level, the principal, the teacher's council, and the IQAC were involved in defining policies and procedures, framing guidelines and rules pertaining to admission, examination, discipline, grievances, support services, and finances, etc. At the functional level, the faculty members shared knowledge among themselves, students, and staff members while working for a committee. At the operational level, the principal interacted with government and external agencies. The faculty members maintained interaction with the concerned departments of HP university. The students and the office staff joined hands with the Principal and the faculty for the execution of different academic, administrative, extension related co- and extracurricular activities.

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

Yes

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
Admission of Students	The admission of students to B.Sc., B.A., B.Com., M.A. and M.Com. is done in timeframe and schedule decided by the H.P. University. There is no limit to seats in B.Sc. and B.A. but for B.Com. there are limited seats i.e. 100. There are 40 seats in M.A. and 30 seats in M.Com. Besides this, B.B.A. and B.C.A. programmes are also run on self-finance basis. There are 60 seats in B.C.A. and B.B.A. each. The admission to B.Com., M.A., and M.Com. are done on the basis of merit list prepared according to percentage of marks obtained in the qualifying class.
Industry Interaction / Collaboration	The college collaborates with local companies for campus interview and placement. With the help of HPKVN, a government body, skill development courses are running in the college. Experts from industries are invited to deliver lectures and for career counseling of the students.
Human Resource Management	The principal, in consultation with the senior faculty, constitutes various administrative committees. All the staff members of teaching and office are made members of one committee or the other. Senior faculty members are made conveners. In all the committees, junior staff is given representation so that they learn about the working of

that committee. It gives them ample time to learn and see the functioning of committee and gradually with the passage of time they hold convener ship of various committees. The part time staff is engaged from P.T.A. and self-finance funds to meet shortage of teaching and non-teaching staff. made conveners. In all the committees, junior staff is given representation so that they learn about the working of that committee. It gives them ample time to learn and see the functioning of committee and gradually with the passage of time they hold convener ship of various committees. The part time staff is engaged from P.T.A. and self-finance funds to meet shortage of teaching and non-teaching staff.

Library, ICT and Physical Infrastructure / Instrumentation

The college has wi-fi campus, Advanta rapid ERP management software, and a permanently covered stage to conduct various functions. Library is equipped with e-resources like N-list, SOUL, internet facility, magazines and newspapers. One classroom is ICT enabled. The college has canteen, guesthouse facility, sufficient toilets, separate labs for chemistry, physics, botany, zoology and computer departments, CCTV surveillance, sufficient number of classrooms and parking facility for students and teachers, sufficient number of computers, LCD projectors and browsing Centre, residential accommodation for staff, a mini auditorium with a sitting capacity of 250 students, website, gym and borewell for constant water supply. This year a genset, solar power plant and public address system were installed in the college. A cabin for security guard has also been made. A grass cutter machine was also purchased to maintain the college ground and the gardens.

Research and Development

The teachers attend conferences, seminars, faculty development programmes and workshops. They apply for minor search projects of UGC. NSS activities are organized in the college with the help of NSS budgets given by the government. NSS coordinator and volunteers coordinate with the local community and visit slum areas, hospitals and religious places for cleanliness drives. The other teachers

are also involved. The students and the teachers become sensitized towards the society. This year, four teachers presented papers in conferences, three teachers published papers in journals, seven attended orientation program, seven attended refresher courses, short term courses and faculty development programmes. Ten teachers attended seminars and workshops.

Examination and Evaluation

Mid-term examination is conducted. A house exam committee is constituted. The schedule is displayed on notice board in advance. The style of paper is discussed with students. All the exams are conducted under the supervision of senior faculty member acting as controller of exams. The assignments are given and students are evaluated on the basis of content of the assignments and performance in viva. The attendance based internal assessment marks are also given. The answer sheets of mid-term tests are shown to the students and scope of their improvement is discussed. The teachers are involved in paper setting, invigilation, evaluation, for internal /university exams. The schedule of end semester examination and evaluation is prepared by University.

Teaching and Learning

The classrooms are renovated and upgraded to make teaching and learning effective. In some subjects, the student's strength per class is more than 130. To make teacher's voice audible, sound system is installed in one classroom on pilot basis. The workload distribution in each subject is completed in advance for the next academic year to enable the teachers to preview their course from every possible angle. Each department makes detailed content analysis of the courses. This includes allotment of lectures per topic, preparation of teaching materials to complement explanation, planning suitable teaching techniques per topic including the use of technology.

Curriculum Development

Our college is affiliated to H.P. University Shimla and so we do not have liberty of making changes or updating the syllabi. However, keeping in mind, the industrial need and market demand, the skill development certificate course IT and ITES is running in the

college and one more course BFSI was started in the college under HPKVN of H.P. government.

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

E-governance area	Details
Administration	Advanta Rapid ERP system is functional in the college
Finance and Accounts	Advanta Rapid ERP system is functional in the college
Student Admission and Support	Advanta Rapid ERP system is functional in the college

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
2020	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short term course	1	15/01/2020	22/01/2020	8
Short term course	1	11/09/2019	17/09/2019	8
Refresher Course	2	05/12/2019	18/12/2019	14
Orientation Programme	3	11/09/2019	01/10/2019	21
Short term course	1	25/03/2020	31/03/2020	7

Induction Training	1	15/07/2019	27/07/2019	13
Faculty Development Programme	1	24/06/2020	28/06/2020	5
Faculty Development Programme	1	15/05/2020	20/05/2020	6
Orientation Programme	1	06/01/2020	10/01/2020	5
Orientation Programme	2	05/07/2019	19/07/2019	15
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Reimbursement is available to the teaching staff from Government side	Medical Reimbursement is available to the nonteaching staff from Government side. There is provision of giving timely medical help to the self finance staff if need arises while they are on duty. The security guard is provided with uniform and shoes every year.	Book bank for poor and needy students, Fee concession for meritorious students from poor families, Incentives to the outstanding sportspersons of the college

6.4 – Financial Management and Resource Mobilization

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

Our institution conducts external financial audits regularly. The funds like PTA fund, self-finance fund, NSS fund, RUSA funds are subjected to internal audit at the end of each financial year. Fee and other funds of the college are audited by local audit department of the state government. The audit of salaries and government grants is conducted by the accountant general office situated at the state capital Shimla periodically. The bursar keeps an eye on various financial transactions so that there is proper, economic, efficient and effective use of resources.

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
Nil	0	N/A
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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		No	
Administrative	No		No	

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

The meetings of the PTA are convened under the chairmanship of the principal to take important decisions regarding the expenditure of the PTA fund. 1. The full fee concession and the half fee concession to the needy meritorious students is paid through the PTA fund. 2. Incentives to the outstanding sportspersons are also given through PTA fund. 3. Salaries and wages of the staff engaged from local PTA are paid from PTA fund. 4. Some of the Developmental/repair/renovation works of the college infrastructure are also done from the PTA fund of the college.

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

1. Himachal Pradesh institute of public administration (A Government Body) conducts training programmes for the ministerial staff of the college periodically. 2. State Council of Educational Research and Training (SCERT) Solan also conducts training programmes for the support staff. 3. Training programmes are also conducted by the RUSA Cell of Directorate of Higher Education Shimla.

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

1. The college is regularly submitting the data for AISHE 2. The college is put under CCTV surveillance system 3. Public address system is functional in the college from this session. 4. The college is taking student feedback online and after analysis trying to improve its functioning 5. The college has started to take teacher feedback from this session. 6. The college is regularly organising the meetings of the IQAC on a quarterly basis 7. Mentor mentee system is functional in the college 8. Student satisfaction survey is being conducted in the college online

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
2020	Student Satisfaction survey Conducted for session	18/06/2020	18/06/2020	27/06/2020	869

	2019-20				
2020	Student feedback taken for the session 2019-20	10/07/2020	10/07/2020	21/07/2020	415
2020	Structured feedback obtained from the teachers for the session 2019-20	14/10/2020	14/10/2020	20/10/2020	25
2019	Work Shop on Career guidance (Preparation for HPAS and IAS exams) organised. SDM Amb Miss Torul Raveesh was the Resource person	31/08/2019	31/08/2019	31/08/2019	195
2019	Lecture on career guidance (Motivation for competitive exams) organised. Mr. Girish Anand of Chankya IAS Academy Chandigarh was the Resource Person	05/11/2019	05/11/2019	05/11/2019	240
2019	A lecture on Cyber crime and drug menace was organised in which Sh. Anil Mehta DSP Haroli was the resource person in collaboration with Rusa Cell	21/09/2019	21/09/2019	21/09/2019	126
2019	Work Shop on personality	11/10/2019	11/10/2019	31/10/2019	92

development and skill enhancement by Ms Mamta Sharma under Rusa Equity Initiative

2019	Lecture on the topic Plastic Hatao Pryavaran Bachao - Save our earth from plastic was organised in which Sh. Amit Sharma Divisional Manager HP Forest Corporation Hamirpur was the resource person	14/10/2019	14/10/2019	14/10/2019	118
2019	Diifferent competitions were organised on Beti Padhao Beti Bachao theme. Poster making competition, slogan writing on domestic violence and Declamation contest on the topic save the girlchild. Collage making on Environmental pollution was also org	11/10/2019	11/10/2019	11/10/2019	133
2019	Work shop on the topic Experiments on wave and mechanics was conducted	19/11/2019	19/11/2019	19/11/2019	250

for science students in collaboration with Physics Department in which Retired Assoc Prof. M.S. Marwah from Khalsa College Chandigarh was invited for demo of different experimen

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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
Work shop on Karate for girls	02/11/2019	14/12/2019	32	0
Work Shop on Yoga	06/11/2019	29/11/2019	134	6
Work Shop on Domestic Violence	04/10/2019	04/10/2019	134	0

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

Solar power plant has been installed on the roof of the science block which is meeting out about 33 percent of the power requirement.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages	Number of initiatives taken to engage with and	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
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	and disadvantages	contribute to local community					
2019	0	1	21/12/2019	1	Save Girl Child	Rally on Beti Padhao Beti Bachao was organised to spread message of the importance of the girl child in the community.	102
2019	0	1	23/12/2019	1	Cleanliness drive	Pindi Ashram Amb on Nehri road was cleaned and beautified.	102
2019	0	1	27/12/2019	1	Helping Slum Dwellers	Nearby slum area was visited by the NSS volunteers and the staff. Eatables, stationary items and clothes were distributed to the slum dwellers.	104
2019	0	1	24/12/2019	1	Cleanliness of the Community Hospital Amb	Hospital premises was cleaned by the volunteers. They also understood the functioning of the	102

various departments of the hospital and 108 ambulance operations

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

Title	Date of publication	Follow up(max 100 words)
NIL	25/11/2020	N/A

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Hindi Divas Celebrated	14/09/2019	14/09/2019	109
Independence Day Celebrated	15/08/2019	15/08/2019	78
Teachers day celebrated	05/09/2019	05/09/2019	152

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

1. Rally on do not use plastic organized. 2. Swachhta pakhwara was celebrated by NSS 3. The solar power plant has been installed in college 4. Lecture on the Plastic Hatao Pryavaran Bachao topic organized. 5. Poter making and Collage making competitions were organised on environmental pollution 6. Eco club functions actively in the college.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES: 1. Renewable resource of energy and Energy Conservation The solar power plant has been installed in the college, which is now meeting out about 33 of the total power requirement. Awareness is created among the staff and students to save electricity. Lights, fans, and computers are switched on only when required. The fans and lights are switched off immediately after the classes. Lights are not turned on in the rooms where natural light is sufficient. Leaking taps are attended to immediately to avoid wastage of water. 2. Physical fitness and sports training to the youth of the vicinity of the college Our Assistant Professor in physical education is providing this facility to the youth in the age group 10 to 18 years from the vicinity of the college. The work is being done at the grass-root level to search the talent for different sports particularly boxing. The sports and infrastructural facilities in the college are provided as the platform for this purpose. The teachers, students, and children practice together. Besides these, the previous years practices of providing Financial assistance to the brilliant students from the poor families in the form of Full fee/Half fee concession and cash prizes to the outstanding sportspersons of the college from the PTA fund was also continued in this session. This year help of Rs. 8580/- was provided to four students from poor families and the amount of Rs. 25900/- was disbursed as cash prizes to 10 outstanding sportspersons of the college. The facility of the book bank to the poor students is also there in the college. This year 1431

books were circulated to the needy students. There is a separate section of books donated by the teachers in the library which are disbursed to the needy students. This year 59 books were donated to the students. The principal and other teachers also provide help to the students from the poor families by providing them the monetary help.

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

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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

Performance of institution in one area distinctive to its visions, priority, and thrust. The college provides its students with many opportunities to boost their personal growth and leadership qualities. CSCA was constituted in which four office bearers-President, Vice president, Secretary, and Joint secretary, 15 class representatives and 2 department representatives, and 9 nominated members from NSS, Sports, NCC, Cultural activities and the editorial board of the college magazine and sports were selected on the basis of merit. All these members and office bearers got an opportunity to develop leadership qualities in them. CSCA organized a cultural function in which inter-faculty competitions on various cultural items were held. This gave students an opportunity to showcase their hidden talent. The important days like Teachers' Day, Independence Day, Hindi Divas were celebrated to promote universal values and ethics in the students. NSS units of the college organized many activities such as cleanliness drives, poster making competition on disaster awareness, Fit India movement rally, Rally on drug abuse, rally on not to use plastic, Nasha Nivaran Abhiyan, HIV prevention campaign etc. to create social awareness among the students. Blood donation camp was also organized in the college in collaboration with HDFC bank in order to create a sense of concern among the students towards the society. Many lectures were organized in the college on the topic, like poshan abhiyan, cybercrime, online frauds, Narcotics, health and hygiene, RTI, cybercrime and drug menace, Role of students in society, etc. to create awareness among the students. workshops on Karate, Yoga, Personality development and skill enhancement and domestic violence were also organized in college campus. All these activities were organized for personal growth of the students. Many activities like lecture on "Plastic Hatao Pryavaran Bachao, Save the earth from plastic" Collage making and poster making competitions on environmental pollution, and a rally against the use of plastic were organized to make the students aware of the environmental issues. The students of the college were given the opportunity to represent at college and intercollege levels in sports, youth festivals, and other cultural competitions organized by various departments. An add-on certificate course on IT ITES is also running in the college with the aim to develop IT skills and provide job opportunities to the students. A new certificate course on BFSI was started in the college to give the opportunity to the students to increase their accountancy skills. Placement drives were also conducted. Lectures were also organized for the career counseling of the students. All the activities were part of our mission to fulfill the vision of the college to make our students good human beings, law abiding citizens and to make them forerunners of change through need-based and value-based education.

Provide the weblink of the institution

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8.Future Plans of Actions for Next Academic Year

FUTURE ACTION PLAN More smart classrooms would be developed. One conference room will be developed. Sound systems will be installed in the classrooms. A portion of the college library would be converted into digital library by providing more computer systems. New books will be added to the library. The seating capacity of the students in the library will be increased. For this purpose, one adjacent room would be used for extension of the library. Efforts will be made to make the library fully automated. The commerce block will be constructed for which some funds have already been received by the college from the state government. A multipurpose hall will be constructed on the roof of the existing old commerce block on receiving the second installment of the RUSA 2.0 grant. The chemistry lab will also be renovated if funds are received. Solar power lamps will be installed in the college campus. Application software for admissions will be purchased to make the admission process completely online. Efforts will be made to start consultancy services in the college through various departments of the college. OSA will be made functional in the college. We plan to take feedback from the parents also in the next session. The feedback would be taken through online mode. More career counseling sessions for the students would be conducted. More Rozgaar Melas and Placement drives would be conducted. A proper mechanism for data collection about our students' progression to higher studies and jobs would be developed. Already running Skill development certificate courses would be continued and efforts will be made to start one more skill development certificate course in the college. Already approved PGDCA course will be revived in the college. MoU will be signed with the local firms for career counseling and placement drives. MoU will be signed with some appropriate firm to start innovation lab. In the college. The seminars for students and teachers would be conducted on various topics. We plan to organize faculty development programmes (FDP) for the faculty members of the college. Efforts would be made to publish handbook for code of conduct of the college. The code of conduct for students, teachers, non-teaching staff and the principal will be defined in this handbook.