YEARLY STATUS REPORT - 2020-2021

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 its own campus?	Yes
• Phone no./Alternate phone no.	01976260032
• Mobile no	9418111148
• Registered e-mail	govtcollegeamb@gmail.com
• Alternate e-mail	mpgcamb@gmail.com
• Address	Maharana Pratap Govt. Degree College Amb Distt. Una
• City/Town	Amb
• State/UT	Himachal Pradesh
• Pin Code	177203
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Himachal Pradesh University Shimla
• Name of the IQAC Coordinator	Darshan Kumar
• Phone No.	01976260032
• Alternate phone No.	01976260032
• Mobile	9418015414
• IQAC e-mail address	govtcollegeamb@gmail.com
• Alternate Email address	kdarshan288@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.mpgcamb.com/wp-content/uploads/2022/04/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.mpgcamb.com/wp-content/uploads/2022/04/Academic-calendar-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.40	2016	16/09/2016	15/09/2021

6.Date of Establishment of IQAC	26/09/2012

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	NSS	State Govt.	2020-21	Rs. 85500.00

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of	View File

IQAC	
9.No. of IQAC meetings held during the year	`4`
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`Yes`
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	`No`
• If yes, mention the amount	

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

`Two days online Faculty Development Programme Organized on 24th and 25th September 2020`

`Seminar on NEP2020 organized on 29th and 30th September 2020`

`Webinar on NAAC accreditation organized on 27th May 2021`

`Ten days online FDP organized in collaboration with E & ICT Academies at IIT Roorkee, IIT Guwahati, IIT Kanpur, NIT Patna from 15th to 26th March 2020`

`Student Feedback was conducted and complete comparative analysis report for all the previous years was prepared.`

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

Plan of Action	Achievements/Outcomes
To organize Faculty development programmes in the college	Two onlne FDPs organized 1. Two days online Faculty Development Programme Organized on 24th and 25th September 2020 & 2. Ten days online FDP organized in collaboration with E & ICT Academies at IIT Roorkee, IIT Guwahati, IIT Kanpur, NIT Patna from 15th to 26th March 2020
To purchase Application software for online admission process	Could not be purchased due to Covid-19, but admissions done online through google forms and fee submission by SBI Billdesk
To purchase new computers for computer lab	Eleven new computers purchased
To sign MoUs with local firms for career guidance and Placement of students	Could not be achieved due to Covid-19 Pandemic
To revive already started PGDCA course	Revived
To make OSA functional	Could not be achieved due to Covid-19 Pandemic
Solar power lights to be installed in the college	Two solar power lights installed
Conversion of portion of library in to digital library by providing computers	Could not be achieved due to Covid-19 Pandemic
To purchase new books in the library	Could not be achieved due to Covid-19 Pandemic
To conduct career counselling sessions for the students	Offline Career Counselling sessions could not be organized but online lecture was organized on financial management & planning on 12th October 2020
To start new Skill Development Courses	Could not be achieved due to Covid-19 Pandemic

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	21/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **286**

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

File Description	Documents
Data Template	[View File]

2.Student

2.1 **2117**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 **104**

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

File Description	Documents
Data Template	[View File]

2.3 **353**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1 **37**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2 **35**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**286**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File]

2.Student

2.1	**2117**
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2	**104**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File]

2.3	**353**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File]

3.Academic

3.1	**37**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	35

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	28
4.2 Total expenditure excluding salary during the year (INR in lakhs)	11.89682
4.3 Total number of computers on campus for academic purposes	50

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Every year the college IQAC committee prepares an academic calendar after considering all the major academic and other activities mentioned in H.P. University academic calendar. All major activities including Theory/ Practical Examination, Summer and Winter Breaks, Students' Assessment etc. have been planned as per H.P. University guidelines. Whereas the other activities including time-table, Mid-Term-Test, Assignments etc. have been decided internally by college administration. Well-planned time-table has been designed by a dedicated Time-Table Committee in the college. All the teaching faculty and students of different disciplines follow this Time-Table throughout the year. All the faculty members of the college delivered their respective course curriculum as per the guidelines mentioned under Course/Programme outcomes of their respective course and programme. Due to COVID-19 Pandemic and subsequent lockdown in Himachal Pradesh the physical classes were not conducted in the college, whereas the online classes have been conducted as per the time-table and availability

of online resources available with students and faculty. Further,
a well-planned date-sheet for the conduct of Mid-Term-Test has
also been prepared by a dedicated House-Exam Committee. All
disciplines follow their respective date-sheet for Mid-Term-Test.
Due to COVID-19 Pandemic Mid-Term-Test was not conducted in the
college physically.

File Description	Documents
Upload relevant supporting document	[View File](View%20File)
Link for Additional information	http://www.mpgcamb.com/wp-content/uploads/2022/04/Academic-calendar-2020-21.pdf

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

The Institution adheres to the academic calendar prepared by IQAC
committee in the college. The Continuous Internal Evaluation (CIE)
process is already defined by H.P. University. The College IQAC
Committee incorporated the same in institutional academic
calendar. The Continuous Internal Evaluation (CIE) defined by H.P.
University includes Attendance, Assignments, Mid-Term-Test and End-
Term-Examination. The college faculty members assess the student
for Attendance, Assignments and Mid-Term-Test, whereas the End-
Term-Examination has been conducted and evaluated by H.P.
University. Due to COVID-19 pandemic and subsequent lockdown in
Himachal Pradesh, End-Term-Examination of only 3rd year (Final
Year) students have been conducted, whereas the students of First
and Second year were promoted in their respective years on the
basis of only Internal Evaluation. All though it is very difficult
for faculty members to evaluate the students without any state-of-
the-art online evaluation system in the college, But our teachers
evaluated the students as per best of their knowledge and
available resources with them. The traces of same has been
reflected in student's feedback. Due to COVID-19, and subsequent
directions of DHE, HPU and Local Administration the CIE mentioned
in the academic calendar was partially followed by the faculty
members.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.mpgcamb.com/wp-content/uploads/2022/04/Academic-calendar-2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

6

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

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

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

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

This college is affiliated with H.P. University, Shimla, so we have to strictly adhere to the curriculum issued by H.P. University, Shimla for respective courses. College itself is not competent to integrate any other course curriculum. Although the Environment Science is the integral part of all the under graduate programmes, it is incorporated in all the UG Programmes as compulsory subject. All the UG students have to qualify this course for promotion in 2nd year. Further, Human Rights, Gender and Environment course has been offered in B.A. 3rd year for Political Science Students. Moreover, Business Ethics and CSR has been offered in B.B.A 2nd Semester. Although, all these crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability are not integrated as full courses in all the programmes, but visible traces of these crosscutting issues can be seen in most of the programmes in the form of chapters or part of chapters.

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

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

4

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	<u>View File</u>

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

115

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**D. Any 1 of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	http://www.mpgcamb.com/wp-content/uploads/2022/05/Student-Feedback-Report-2020-21.xlsx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	http://www.mpgcamb.com/wp-content/uploads/2022/05/Student-Feedback-Report-2020-21.xlsx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2117

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1203

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

2.2 - Catering to Student Diversity

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

All the students are assessed as per the Continuous Internal Evaluation (CIE) process defined by Himachal Pradesh University, Shimla. All the students are assessed continuously by means of Assignment, Quizzes, Presentation and Mid-Term-Tests. All the slow learners were motivated to present better with continuous support of their respective faculty member and mentor assigned to the respective student. Further, need based extra classes and query sessions have also been conducted for slow learners. The advanced learners were motivated to study from other reference books, their existing knowledge has been polished by providing extra course material in the form of reference books, Video Lectures available online, Notes and presentations. Special Programmes for advanced learners and slow learners were not defined neither by Himachal Pradesh University nor by Institution. All the practices mentioned here are implemented by faculty members at their own. All the faculty members are handling advanced learners and slow learners as per best of their knowledge and experience.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2117	34

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The course curriculum designed by H.P. University incorporated most of the student centric methods including experiential learning, participative learning and problem-solving methodologies for enhancing the learning experience for students. Regular practical classes in science discipline, Presentation, Quizzes, Assignments and Mid-Term-Test in all the disciplines are some of the examples of execution of student centric approach in the college. Although due to COVID-19 pandemic and subsequent lockdown in Himachal Pradesh, and in absence of proper infrastructure for Online classes during this session experiential learning is affected a lot. Our faculty members neutralized this effect by providing available videos of practical classes and other available online resources to the students as per best of their knowledge, experience and available resources. To develop writing skills among students, College magazine 'Ambika' is published every year. The students are encouraged to participate in HPU Youth Festivals, various inter college sports events and intra-college annual athletic meet. Various outdoor activities are organized to develop sense of togetherness and leadership qualities among the students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

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

The physical ICT enabled tools available in the college were not used by the teachers due to discontinuation of physical classes in the college as per the guidelines of Director Higher Education and local administration in the COVID time. The available personal resources e.g. Smart Phones, Laptops and Desktops were used during the session for online teaching. The available free resources like Google Meet, YouTube, WhatsApp, MOOC etc. were used by all the

teachers as per best of their knowledge and experience. The two-week Online Faculty Development Programme on "ICT Tools for Teaching Learning Process and Institute" Conducted in the institution during the session in collaboration with IIT Roorkee helped our teachers a lot to overcome the effects of COVID-19 on teaching learning practices.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

34

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

2.4 - Teacher Profile and Quality

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

34

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

184

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Continuous Internal Evaluation (CIE) process is already defined by H.P. University. The Continuous Internal Evaluation (CIE) defined by H.P. University includes Attendance, Assignments, Mid-Term-Test and End-Term-Examination. The attendance is properly maintained in registers. The assignments are given to the students every semester/year on the topics related to their syllabus. The internal assessment process which is the integral part of CIE is transparent and robust in terms of frequency and mode as per the previous feedback received from our students. The college faculty members assess the student for Attendance, Assignments and Mid-

Term-Test. Due to COVID-19 Mid-Term-Test was not conducted physically in the college. All though it is very difficult for faculty members to evaluate the students without any state-of-the-art online evaluation system in the college, But our teachers evaluated the students as per best of their knowledge and available resources with them. The traces of same has been reflected in the student's feedback conducted after reopening of the institution after COVID-19 Pandemic.

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

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

Two dedicated committees for House Exam/CCA and RUSA Result discrepancy committee have been constituted in the college for addressing internal as well as external examination related grievances. The internal assessment marks of the students are displayed on the notice board to ensure transparency. All the grievances received regarding internal or external examination are addressed immediately by the concerned committee in consultation with the concrened teacher and head of the department. Further, such issues were also discussed in every mentor-mentee meeting. Himachal Pradesh University has an online web-based portal for internal assessment. Internal assessment of individual student is marked by their respective teacher in the portal. The same is again verified by principal of the institution before final submission. The mechanism to deal with such grievances is transparent and efficient as no such issue was reported by any of the students in their feedback. IQAC committee also evaluated the transparency and efficiency of internal examination by means of regular feedback from students.

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

2.6 - Student Performance and Learning Outcomes

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

Course outcomes for all the programmes are well documented by IQAC team and the same has been published in college website. Students have free access to all these documents under student corner. All the mentors are motivated to aware their respective mentees about the course outcomes and programme outcomes in every mentor-mentee meeting. Five hard copies of course outcomes and programmes outcomes of each course have also been available in the college library, students can access these hard copies for reference. Further, the programme and course outcomes are also revised on annual basis by college IQAC team.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.mpgcamb.com/wp-content/uploads/2022/05/PO-PSO-CO-2020-21.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Presentations, Quizzes, and assignments are conducted to check the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes. Further the Mid-Term-Tests for all the courses and programmes have been conducted in the college as per Himachal Pradesh University's guidelines. On the basis of Presentations, Quizzes, Assignments and Mid-Term-Test covers 83.33 % marks of internal assessment. At the end of each semester and year, the University conducts end term/annual examination.The awards of internal assessment and the End Term/ Annual examination show the attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.mpgcamb.com/wp-content/uploads/2022/05/PO-PSO-CO-2020-21.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during

the year

`353`

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	http://www.mpgcamb.com/wp-content/uploads/2022/05/Annual-Report-2020-21-DHE-Shimla.pdf

2.7 - Student Satisfaction Survey

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

http://www.mpgcamb.com/wp-content/uploads/2022/05/SSS-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

`NIL`

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

`00`

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

`00`

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

3.2 - Innovation Ecosystem

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

A dedicated and well-equipped Innovations and research center was proposed during the session 2020-21 to promote innovation and research activities in the institution. Due to COVID-19 pandemic and subsequent lockdown in Himachal Pradesh, the same was not materialized in the institution. In the next academic session after re-opening of routine teaching learning activities in the college, it will be on the higher priorities of IQAC team.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NIL](#)

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

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

`00`

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

3.3 - Research Publications and Awards

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

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

`00`

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

`4`

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The college encourages students to actively participate in extension activities focussing on social awareness and holistic development. NSS and NCC units of the college regularly organize on campus and off campus activities related to social awareness.The students who excel in extention activities are given special prizes in annual prize distribution function which motivates other students to participate in such activities. During COVID-19 pandemic NCC Cadets and NSS Volunteers of our college did commendable work for social issues. 24 NCC cadets preformed on ground duty during COVID-19 pandemic under X-NCC-YOGDAN programme. All the cadets were deployed to assist local police and maintenance of COVID-19 SOP in the surrounding areas. Further, the NSS Volunteers started NSS-Meri Pathshala Programme for 11th and 12th standard students. Under this programme NSS Volunteers started free tuition programme for needy students through online mode. More than 100 students from different districts were benefited by this programme. B.Sc. 2nd year student Mr. Gaurav Thakur was the State-Coordinator of NSS-Meri Pathshala Programme. NSS volunteers visited nearby Pindi Ashram. They cleaned and beautified the campus of Ashram and spread the message of keeping the environment clean and green.They also visited nearby slum areas to spread the message of cleanliness.

File Description	Documents
Paste link for additional information	http://www.mpgcamb.com/best-practices/
Upload any additional information	View File

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

24

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

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

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1243

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

3.5 - Collaboration

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

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

1

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

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

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

College has adequate infrastructure and physical facilities for teaching leaning and other activities including, classrooms, laboratories, playing area, gym and computer equipment. The college includes 5 Major buildings/Blocks i.e. Arts Block, Science Block, Commerce Block, Self-Financing Block and Admin Block. In all the college has about 27classrooms, 2 chemistry labs, 2-physics labs, 1- Botany lab, 1-Zoology lab, 1-Music Room, 2-ICT enabled smart classrooms, 3-Computer Labs. In addition to this college hasa dedicated Girls Common Room, Sick Room, NCC Room, NSS Room, Gym and Judo room. Further college has a dedicated Multi-purpose/Seminar Hall with 250 capacity, 1- central library and 1-dedicated library for self-financing students. Moreover, college has enough playing area that includes separate Volleyball and Basketball grounds. Furthermore, college has more than 50 computers only for teaching learning practices. The 27classrooms and 1 examination hall can accommodate more than 2500 students. Wi-Fi and internet facility is also available in some areas of the college including libraries, admin block, computer labs and smart classrooms. In addition to this one additional building is also proposed and will be materialized with in next 2-3 years. The adequacy of infrastructure is also reflected in the feedback received from students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mpgcamb.com/wp-content/uploads/2022/05/Infrastructural-facilities.pdf

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

More than 5000 square meter open area is used for sports and cultural activities in the college. The playing area includes one dedicated volleyball ground (200 sq.m), one basketball ground (600 sq.m), and open area for athletics field events (2000 sq.m). In addition to this one fully-functional Gym is also present in the college. A dedicated Physical Education department is also in the college for sports activities. All types of indoor and outdoor sports equipment are also available in adequate number for students including chess boards, table-tennis, badminton, volleyball, basketball, football, cricket equipments in the college. More than 2000 square meter open area is earmarked for cultural activities. A dedicated stage (150 sq.m) for cultural activities and other functions with proper roofing is available in the college. Open area with interlocking tiles of more than 1000 sq.m is also available for cultural and other functions in the college. About 500 students can accommodate in this area during cultural and other functions. In addition to this one indoor multipurpose hall with a seating capacity of about 250 students is also available for cultural events. A dedicated music room equipped with all necessary instruments is also present in the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mpgcamb.com/facilities-2/

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

2

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.mpgcamb.com/facilities-2/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

1.03360

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

The library is equipped with SOUL 2.0 software of version 2.0.05 and is partially automated this year. The SOUL 2.0 software was installed in year 2017. There is one central library and one self-finance library. Both the libraries are equipped with a total of 13507 textbooks with book value ?13,327,677and 360 reference books with book value ?196337. Further,104 books of value ?18938 were included in current academic session.The library subscribes to N-List every year in which there is free access to e-books, e-jounals, e-ShodhSindhu and Shodhganga. In addition to this 10 newspapers and 12 magazines are also subscribed in the library. The subscription of newspapers and magazines was discontinued during COVID period.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	http://www.mpgcamb.com/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.24838

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

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

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

00

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

Two smart class rooms equipped with projector, computer system and CCTV camera is functioning in the college. Along with this 3-computer labs with more than 60 computer systems in working conditions are presentin the college for students. Broadband internet connection (50 Mbps) is available in the all the computer labs for students. Campus Wi-Fi MOU with Jio has already been signed, it allows all the users (unlimited users) Jio or other networks to access 34 Mbps per day data free of cost. More than 15 Wi-Fi access points are available in college for students and staff. Dedicated broadband connection (Fiber) for library with 50 mbps speed up to 300 GB data per month is available in library. Wi-Fi facility for students through same connection in the library is also available. One additional connection for Self-Finance department with 10 mbps speed up to 500 GB data per month is available for students. In addition to this one similar connection is also available for administrative works in the college. Adequate number of printers, scanners and UPS (s) and CCTV Cameras are also available in the college. One LED Display Screen to display important notices is also available in the college

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.mpgcamb.com/wp-content/uploads/2022/05/ICT-tools.pdf

4.3.2 - Number of Computers

73

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

10.86322

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Library committee decides issues such as weeding out of titles and schedule of issue/return of books. The students have to obtain no dues from the library before appearing in final exams.

The record in laboratories is maintained by the laboratory staff under supervision of the HOD. The physical verification of laboratory equipment is done. Serviceable items are repaired while unserviceable items are disposed off following proper procedure.

Sports peon is engaged from PTA fund for upkeep of sports facilities. Building committee keeps an eye on upkeep of infrastructure. College development fund is utilized for maintenance and minor repairs of furniture and other amenities

installed.

Computer fund is utilized for maintenance of the computer systems. A lab assistant is engaged for maintenance of the computer systems.

CCTV & Advanta rapid software are maintained through AMC.

Technicians, masons, plumbers, carpenters and gardeners are engaged from outside to ensure the maintenance of toilets, drinking water facilities, gardens, the campus and the canteen. The water tanks are cleaned regularly. The fire extinguishers installed in the college are regularly refilled. A woman part time sweeper has been engaged to clean and upkeep the girls' toilet and the girls' common room and the first aid room.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.mpgcamb.com/facilities-2/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

141

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

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

4

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

10

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

10

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

51

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

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

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

00

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

5.3 - Student Participation and Activities

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

one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

`00`

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

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

College Students Central Association-(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. Since, 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 for 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 help for the improvement and growth of the college. In academic session 2020-21 due to COVID-19 pandemic neither the CSCA was formed not the CSCA function was organized, because all type of cultural and sports activities were banned in all the academic institutions in Himachal Pradesh.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The reconstitution and registration of Alumni Association was proposed in the session 2020-21. Due to COVID-19 pandemic and continuous lockdown in Himachal Pradesh, it was not materialized. The reconstitution and registration of Alumni Association will be on higher priorities of IQAC team in the next academic session i.e. 2021-22 after re-opening of the institution and re-starting of proper college routine work.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Session 2020-21 witnessed a huge social, emotional, economic and technological change. A new chapter in teaching learning practices was also written during this phase which somehow teaches us to be ready for any type of situations and get ready to perform your duty with best available resources. The FDP(s) conducted during the session is perspective plan of our organization that made our stakeholders including teachers and students ready for new social and technological changes. Proper training for online platforms to the students also made them ready for need based and value-based education. The contribution of all the teachers to conduct online classes repeatedly without any demand of state-of-the art technology for online teaching showed their dedication towards their duty. Best use of freely available teaching learning resources made student friendly environment for academic freedom. The active suggestions from teachers for smoothening the process of teaching during pandemic time is commendable. Their active participation as mentors helped a lot to establish harmony and stress-free teaching learning, even in pandemic time. The active participation of NCC cadets and NSS volunteers for social welfare during this period sowed the seeds of humanity, social responsibility and harmony in the students and society.

File Description	Documents
Paste link for additional information	[NIL](#)
Upload any additional information	[View File](#)

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

The institute provides operational autonomy to various

functionaries for a decentralized governance system. Decentralization started from the Principal as chairperson of the IQAC. The principal consulted senior faculty members and nominated different committees for planning and implementation of different academic, student administration and related policies. Faculty members were given representation in various committees. The composition of committees was changed for uniform exposure of duties for academic and professional development of all the faculty members. CSCA was not formed this year but meritorious students of the college were involved in all the decisions and framing the policies concerned with the student's welfare. Non-teaching staff members were also given representation in various committees.

The institution promoted the culture of participative management at the strategic level, functional level and operational level. At strategic level, the principal, the teacher's council and the IQAC were involved in defining policies and procedures, framing guidelines and rules. At functional level the faculty members shared knowledge among themselves and students. At operational level, the principal interacted with government and external agencies and then with the faculty members. The students and the office staff joined hands with the Principal and the faculty for the execution of different activities.

File Description	Documents
Paste link for additional information	http://www.mpgcamb.com/iqac/iqac/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the absence of proper ICT enabled infrastructure for online classes and proper training for the conduct of online classes, it seems to be very difficult for your faculty members to conduct online classes for their respective students. IQAC cell organized two faculty development programmes to train our faculty members for online teaching learning activities as per best of the available resources in the college. Initially, the main vision behind these FDP's was to make our teachers familiar with online platforms and to develop own e-resources for future teaching learning practices. But, the training became very helpful for our teachers to conduct online classes during COVID-19 pandemic as

physical classes were not possible during the pandemic. Further, it was also a good beginning for personal e-resource. Initially, we received about 50 e-resources from various departments in the form of PPT(s) and Video Recorded lectures. IQAC cell is planning to create a proper online platform for the deployment of these e-resources and make it available for all the students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://www.mpgcamb.com/fdp/
Upload any additional information	View File

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

Government of India, Ministry of Higher Education, UGC, Government of Himachal-Higher Education Department, and Director Higher Education are the leading regularity bodies for the institution. HPU Shimla is the affiliating and examining body for the institution. All the courses running in the college are affiliated with HPU Shimla. Principal is the Head of the Institution, Chief-Tutor, DDO and Director for self-financing courses. Administrative Staff and Academic Staff of the college handles their respective domains. Administrative Staff is headed by the Suptd. of the office. Further, the other Administrative/Clerical/Ministerial staff work in liaison with Office Suptd. and other academic staff. The Sr. Programme Tutors (Senior Most Teacher of respective programme) are appointed for each programme. All the departments are headed by a Head of the Department (HOD) to look after all the academic issues in the department. For handling all the financial issues in the institution one Bursar is appointed by the principal. Bursar in liaison with dedicated purchase/GeM committee handles all kind of purchases in the college. In order to manage curricular & extra-curricular activities, different committees are framed. Each committee is headed by a convener and have 4-7 members as per the requirement of responsibilities of the committee. Parent Tracher Association(PTA) & Higher Education Institution Society(HEIS) arealso functioning under the college administration for smooth management of the college. Both PTA and HEIS are competent to appoint teaching and non teacing staff as per the requirement and welfare of the students

File Description	Documents
Paste link for additional information	NIL
Link to Organogram of the institution webpage	http://www.mpgcamb.com/organogram/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

Medical Reimbursement is available to the teaching as well as non teaching staff from Government side. The institute as such has no such provision. There is provision of giving timely medical help to the self-finance staff if there is need while they are on duty. The security guards and sweepers are provided with uniforms and shoes every year.

The college has residential colony in which there are four residences for teaching staff and one residence for the Principal.

Annual increment is given to themembers of teaching as well as non teaching staff under self-finance and PTA. The regular staff also gets the annual increment as per the H.P. Govt. rules.

Provision of one casual leave per month is there for the staff under Self finance and PTA. There is provision of Casual Leave,

Earned Leave, Maternity Leave and Paternity Leave etc. for the regular staff members as per H.P. Govt. Rules.

Teaching as well as Non teaching staff has the facility of patial withdrawl from their GPF account as per their family needs.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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

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

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

4

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

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

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

30

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Although, the performance appraisal system of government colleges in Himachal Pradesh is not under the purview of head of the institution i.e. Principal of the college. The common practices adopted by all the government institutions as per the directions

of Director Higher Education and Secretary Education Govt. of Himachal Pradesh was in practice in the institution. For all the Non-Teaching staff members ACR (Annual Confidential Report) is prepared by their respective head of the department and the same is endorsed by principal of the college. Thereafter, the ACR reports of all the non-teaching staff are forwarded to Director of Higher Education Government of Himachal Pradesh for appraisal. In case of Teaching Staff, PBAS-API Performa provided by Higher Education Department is filled by the teachers for their appraisal. A self-declared PBAS-API reports by teaching staff, is further verified and endorsed by the principal of the college. PBAS-API reports of all the faculty members are reported and forwarded to the Director of Higher Education Government of Himachal Pradesh for appraisal. The teaching and non-teaching staff get next level promotion on the basis of their respective ACR or PBAS-API reports.

File Description	Documents
Paste link for additional information	https://education.hp.gov.in/?q=acr-form-lecturer-college-cadre
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Our institution conducts internal and external financial audits regularly. The funds like PTA fund, self-finance fund, NSS funds,are subjected to internal audit at the end of each financial year.This year PTA fund, Self-Finance Fund, NSS fund were subjected to internal audit by hiring a retired audit officer. 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 the proper accounting of receipts and payments of the student funds so that there is proper, economic, efficient and effective use of resources. Audit objections if any are settled with suitable mechanism. All audit objections are discussed by the principal in advisory committee meeting. If there is lack of any document or there is procedural lapse then it is rectified as per the advice. The audit objection which is not in the purview of the

principal, are reported to the Director of Higher Education by the auditor. The last audit of the student funds was carried out in 2016-17 and the next is due in 2021-22. The salaries and payments are made through Govrnment treasury after clearance of bills by the Treasury Officer and are directly credited in to the accounts of beneficiaries.

File Description	Documents
Paste link for additional information	[NIL](NIL)
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

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

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

Funds received from various apex bodies including UGC, Director of Higher Education and Government of Himachal Pradesh were already classified and defined for mobilization by the respective apex body. The college only procures the equipments, and services as per the directions of respective apex bodies after completing the proper codal formalities. Procurement of goods and services is only initiated after receiving the proper demand from concerned department or committee.A dedicated purchase committee is deployed for the procurement of goods and services. Further, a dedicated GeM Committee is also functioning in the college to look after all the procurement through GeM. After taking a prior sanction from principal of the college, the goods and services are procured by the Purchase or GeM Committee under the observation of principal.

The procured items are entered in the respective Stock Registers and thereafter issued to the concerned department or person on need/requirement basis. The consumption of most of the procured consumable items are also recorded on the respective consumption register and stock verification of all the recorded items as per the stock register is carried out annually by dedicated stock verification committees. The funds like PTA fund and Amalgamated Fund collected from the students are used for various needs coming up from time to time.

File Description	Documents
Paste link for additional information	www.mpgcamb.com/organogram/
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Practice 1- "Online teaching": In absence of proper ICT enabled infrastructure for online classes and proper training for the conduct of online classes, it is very difficult for your faculty members to conduct online classes for their respective students. To fulfil this gap, IQAC cell organized two faculty development programmes to train our faculty members for online teaching learning activities as per best of the available resources in the college. The training became very helpful for our teachers to conduct online classes during COVID-19 pandemic as physical classes were not possible during the pandemic.

Practice 2- "Institution's own E-resource": Further, the second major vision behind the above-mentioned FDP(s) are to generate easily available own e-resource for students to promote any-where any-time teaching learning practices. It was also a good beginning for personal e-resource. Initially, we received about 50 e-resources from various departments in the form of PPT(s) and Video Recorded lectures. All these e-resources were developed during COVID-19 pandemic by our faculty members. IQAC cell is planning to create a proper online platform for the deployment of these e-resources and make it available for all the students after proper verification and authenticity of the content presented in the collected e-resources.

File Description	Documents
Paste link for additional information	http://www.mpgcamb.com/fdp/
Upload any additional information	View File

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

Firstly, from session 2020-21 the IQAC started the comparative analysis of student feedback. All the matrixavailable under student feedback are analyzed and compared with the respective matrixof all previous years. The average improvement or decline in each matrixare also reviewed in this analysis. All the major improvements as well as declines are highlighted during this review. On the basis of this review, the action plan for next academic session is chalked out for improvement in all thematrixthat showed decline during the session.

Secondly, the complete action taken report in respect of the previous year's comparative analysis and a plan for improvement is prepared. The action taken report for this session i.e., 2020-21 will be prepared at the end of next session i.e., 2021-22. The action taken report prepared by IQAC helps in analyzing and reviewing all sort of lapses in the current year's execution plan. All lapses are taken-up in the next session for further improvement. This reviewing mechanism is helpful for continuous improvement. Further all new initiatives that can be incorporated in the practice of next session is also reviewed in the beginning of every session on the basis of previous year's comparative analysis.

File Description	Documents
Paste link for additional information	http://www.mpgcamb.com/wp-content/uploads/2022/05/Comparative-Analysis-Student-Feedback-2020-21.xlsx
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);	D. Any 1 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.mpgcamb.com/wp-content/uploads/2022/05/Annual-Report-2020-21-DHE-Shimla.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus is in the regular practice of the college. By means of guest lectures, rallies, mentor-mentee meetings students of the institution are made aware about gender equity. Due to COVID-19 all the regular practices were disturbed as all types of physical classes were discontinued in all the institutions in Himachal Pradesh. Although some of the online activities were conducted by NSS volunteers on social media. A dedicated Girls Common Roomwith a facility of sanitary pad vending machines is present in the college. A dedicated girls changing room for NCC-SW(s) is also present in the college. Although during COVID-19 none of the facility was used by girlsstudents. In addition to this a dedicated cell for women grievances & redressal has been working actively in the college. Any related matter coming to this cell is efficiently handled and solved immediately. The College is under CCTV surveillance system and all the activities and incidents are recorded and displayed on the LED monitor installed in the Principal Office. A securirty guard is always deployed at the college gate and the discipline

committe takes round of the college to avoid any untoward incident.

File Description	Documents
Annual gender sensitization action plan	NIL
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.mpgcamb.com/facilities-2/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

- **Solid waste management: Dedicated dustbins of degradable and non-degradable waste are deployed in different places of the institution. Dedicated staff is employed for proper cleaning and maintenance of solid and other types of wastes in the college.**
- **Liquid waste management: No liquid waste is produced by the college except the sewage waste. Proper underground sewage tanks are structured in the college for management of liquid and sewage waste.**
- **Biomedical waste management: Biomedical waste is not produced by any of the department in the college.**
- **E-waste management: All the goods which are the source of E-waste are stocked as permanent articles in the institution. There is no such policy communicated by HP State Government for disposal of E-waste. Further, the number of non-**

`repairable electronicitems are very few in numbers in the`
`institution. In future IQAC will plan to sign some MOU with`
`e-waste management corporates for E-waste management.`

- `Waste recycling system: No such internal recycling system is`
  `available in the college. Although, paper waste is sold to`
  `local scrap-dealer for recycling.`
- `Hazardous chemicals and radioactive waste management:`
  `Chemical waste produced in chemistry lab is transferred to`
  `the sewage tanks by means of pre-installed pipes and basins`
  `in the chemistry labs.`

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

`D. Any 1 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

`C. Any 2 of the above`

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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

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

To aware students about COVID-19 pandemic and maintain hygiene to avoid COVID was on the higher priority of everyone in the college. All the faculty members were directed by college administration to aware all the students in this regard. They werefurther directed to motivate all the students to overcome the mental and psychological pressure/ stress due to COVID. Moreover, all the mentors were also directed to conduct online mentor-mentee meetings and discuss various issues faced by students due to COVID and any sensitive issue would be reported to the college or local administration immediately. Further, 19 students and 1 faculty member participated in a cultural event organized by The Visual House. In this event our students participated in different competitions through online mode. One of the students from BSc. 3rd year won 2nd prize on national level in this event for her poem entitled "Thakhi Thaki si Zindagi". Environment day, Hindi Diwas, Teachers Day, Independence Day were also celebrated through online mode by NSS Volunteers. Our NCC cadets rendered services for the service of humanity during pandemic period. They helped the local administration in traffic control, distribution of ration, spreading awarness about the preventive measures from corona pandemic during lockdown period.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

No dedicated activity is conducted for constitutional obligations. Although, students were made aware about their duties and responsibilities, to reduce the spread of COVID-19 in their respective areas by means of mentor-mentee meetings, general classes and common online gatherings.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	www.mpgcamb.com/best-practices/
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Hindi Diwas, Independence day, Environment day, Gandhi Jayanty, International Yoga Day, Independence Day and Teachers day were celebrated through online mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-I

During the COVID-19 sampling and vaccination some of the doctoral and other staff were infected. In this situation services of our faculty members were demanded by local administration. During this duty Mr. Anil Verma (Assistant-Professor, Department of Computer Applications) was consulted for sampling data collection solution. Prof. Anil Verma prepared a QR enabled solution for data collection and auto generated COVID-19 RT-PCR slips for civil hospital Amb. The solution was very useful to control the flow of public gathered for sampling during field visits.The solution framed by Prof. Anil Verma was used to collect COVID-19 sampling

data of over 20,000 individuals during 2020-21.

Best Practice-II

Services of NCC cadets were required to assist local police of district Una. State-Level NSS initiative NSS-Meri Pathshala required services of NSS Volunteers for the executions of this programme. 24 NCC cadets were deployed to assist local police. All the cadets performed on ground duty and helped the administration during pandemic time. 6 NSS volunteers participated in NSS-Meri Pathshala programme and executed online classes for the students. Our college student Gaurav Thakur of BSc. 3rd year was the coordinator of this programme,1100 students registered under thisprogramme from different districts of Himachal Pradesh.

File Description	Documents
Best practices in the Institutional website	http://www.mpgcamb.com/best-practices/
Any other relevant information	http://www.mpgcamb.com/wp-content/uploads/2022/05/Best-Practices.pdf

7.3 - Institutional Distinctiveness

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

During COVID-19 Outbreak, Dr. Shruti Assistant Professor Zoology proposed free coaching and guidance classes for entrance examination specifically for M.Sc. Zoology. 10 students from B.Sc. 3rd year registered under this programme. Over the period of one month, she took various practices including, awareness programme for various entrance examination conducted in the state and near-by state/central universities, mock tests, concept illustrations, MCQ(s) question bank, previous examination question/answer discussion, Students self-learning and evaluation practices etc. In a period of only one month, 4 students out of 10 got admitted in different Government Colleges and Universities. One student took admission in private university. 2 Students did commendable performance in various entrance examinations, Anirudh cracked Central University of Himachal Pradesh Entrance Examination with 1st rank and HPU and PUCET-PG Entrance Examination with 12th rank, and he took admission in Central University of Himachal Pradesh. Further, Aryaman cracked CUHP examination and PUCET-PG exam with 2nd rank, HPU entrance with 5th rank, and he took admission in

P.U. Chandigarh. Jatin and Priyanka got 3rd position in their respective college entrance examination. The commendable performance of all these students in the state and central level tests encourages us to appreciate and follow this initiative of Dr. Shruti.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Due to continuous lockdown in Himachal Pradesh and discontinuation of physical classes in the institution the normal routine of teaching learning practices were completely disturbed. The primary plan of action for next academic session would be to regularize the normal teaching learning practices in the college as before COVID period. In addition to this all other progressive initiatives would be taken thereafter. For the next academic session the following progressive initiatives are proposed:

- More smart class rooms and a dedicated conference room would be developed.
- More ICT infrastructure would be created along with up-gradation of internet facility in the college.
- Research Centre-cum-Innovation Lab would be established.
- More books will be purchased and digital-library section would be started.
- The chemistry lab will be renovated.
- More Solar power lamps will be installed.
- Application software for admissions will be made functional in all respects to make the admission process completely online.
- Alumni Association will be constituted and made functional in the college.
- More career counseling sessions and placement drives would be conducted. A dedicated career counselling and Placement Cell would be made functional.
- MoU(s) will be signed with the local firms for career counseling and placement drives.