# Self Assessment Report (SAR)

## for

# Annual Internal Ranking

# (2024-25)



**GOVT. COLLEGE BASSA, (GOHAR)**

TEHSIL CHACHYOT, DISTRICT MANDI, (H.P) 175029

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**Convenor**                                                                    **Principal**

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**The Internal Evaluation and Ranking of Government College Bassa (Gohar), Mandi, H. P.-175029**

**Criteria 1  Teaching Learning (140)**

| S. No. | Activity | Distribution of Scores | Total Score |
|---|---|---|---|
| 1 | **Mode of Teaching** | i. Lecture Method Only = 06<br>ii. Technology Based = 06<br>iii. As per need of different groups of students = 05 | **17** |
| 2 | **Curriculum Planning and Implementation:**<br><br>i. Teaching schedule = 10<br><br>ii. Whether learning outcomes defined = 05<br><br>iii. Curriculum enrichment practices (projects, educational tours and industry visits) = 16<br><br>iv. Internal assessment mechanism( quizzes, class test, presentation, assignment and MTT) = 08<br><br>v. Prompt communication of assessment/ results to students = 06 | i. Followed 100% = 10<br><br>ii. Followed 100% = 05<br><br>iii 4.0x2 = 08<br><br><br>iv. Followed by all the departments = 08<br><br><br>v. Within 7 days = 06 | **37** |
| 3 | **Add-on Courses/ Certificate Courses:**<br><br>**i. No. of courses**<br><br>**ii. % of students benefitted (% of students completed MOOCs/ spoken Tutorial/ NPTEL courses offered by recognized organisations)** | None | **0** |
| 4 | **Student Feedback (taken from students with 80% attendance)**<br><br>**i. Sample size** | **i. > 25% = 05** | **25** |

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| | | ii. 91-100% = 10 | |
|---|---|---|---|
| | ii. Students satisfaction<br><br>iii. Action on feedback | iii. Considered and action taken on<br>doables 81-100% = 10 | |
| 5 | Examination Results:<br><br>i. % of students passed<br><br>ii. % of students with A Grade and above<br><br>iii. No. of students in University Merit | i. = 07 (67.798 %)<br><br>ii. = 08 (50.94 %)<br><br>iii. None | 15 |
| | | **Total  Score Claimed 94** | |

**Criteria 2  Student support and progression**

| S. No. | Activity | Distribution | Score claimed |
|---|---|---|---|
| **1.   Pre and Post Admission Counselling:** | | | |
| i | i. Admission schedule, courses available, student intake, eligibility conditions communicated through various media | **Communicated through college website, facebook page and through prospectus  = 5** | 5 |
| ii | Pre admission counselling | **Yes = 10** | 10 |
| ii | Student oriented about: Institutions, Students facilities, Library, Introductory session with faculty and staff, Academic calendar, requirements of credits per course and CCA and other requirements post admission | **Yes Orientation programme is organised for the students of 1st year= 10** | 10 |
| **Scholarship** | | | |
| i. | Awareness about different Scholarships Schemes and 100% coverage of all eligible students | **yes= 5** | 5 |

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| | | | |
|---|---|---|---|
| | | | |
| **ii** | ii. Scholarships other than Government Schemes | **No= 0** | **0** |
| **Sports and Cultural activities:** | | | |
| i.<br><br>ii. | % of students participating in sports activities<br>% of students participating in cultural activities | **10**<br>**10** | **20** |
| iii. | Medal/Trophy won in Sports/Cultural activities<br><br>a. National/Inter University<br><br>b. State/Inter college<br><br>c. District level (also includes Cluster level)i. | **10** | **10** |
| **4** | Students participation | NSS=4<br>NCC=4<br>Rangers and Rovers =4<br>Road Safety=4<br>Red Ribbon/ Eco/ Youth<br>Red cross=4<br>**Total =20** | **20** |
| **5** | Three students of NCC participated in SNIC held at Gujarat | **10** | **10** |
| **6** | 2 Anti Drug awareness programs were organised | **2** | **2** |
| **7**<br>**i**<br><br>**ii**<br><br>**iii** | 2 health sensitization program organised<br><br>More than 20 % students benefited<br><br>Women antisexual harassment committee constituted | **2**<br><br>**3**<br><br>**2** | **7** |
| **8** | Mentor Mentee Groups and sessions<br>4 sessions conducted per group of students | **10** | **10** |
| **9** | Coaching for competitive exams | **0** | **0** |

| 10 | More than 20 % Students were benefited in remedial classes conducted during Feb/ March | 10 | 10 |
|---|---|---|---|
| 11 | For capacity building of students Spoken English Tutorial classes were held in the session | 10 | 10 |
| 12 | Career Counselling and placement cell<br>i) No. of session organised= 1<br>ii) Placement drive  Nil<br>iii) Self employment module organised - nil<br>iv) Less  than 50% students benefited | i) 4<br>**iv) 4**<br><br>**Tota=8** | **8** |
| 13 | i)  % of students opted for higher  Education<br>ii ) Students cleared National Level Examination | **Less than 20%**<br><br>**Nil** | **4**<br>**0** |
| 14 | Co curricular and sports activities organised in the college:<br><br>i)Annual sports meet<br><br>ii) NSS Day celebration<br><br>iii) NCC Day Celebration | **3**<br><br>**3**<br><br>**3**<br><br>**Total 9** | **9** |
| 15 | Annual Prize distribution function  for last session organised on  12 March 2024 | 10 | 10 |
| 16 | "Devdhara" is college magazine published every year | 10 | 10 |
| 17 | College website  is updated regularly | 10 | 10 |
| **Score   claimed for 2nd criteria  = 180** | | | |

**Criteria 3  Infrastructure and Resources  (160)**

| S. No. | Activity | Distribution | Score claimed |
|---|---|---|---|
| **1** | Classrooms well maintained | **yes** | **10** |
| **2.** | Library facility | | **25** |

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| i | Whether adequate print books are available | 500 books per hundred students | 3 |
|---|---|---|---|
| ii | Daily newspapers<br>Magazines<br>Journal | 6<br>3<br>1 * | 3 |
| iii | Whether access to  e resources available | yes | 3 |

- **The college has a subscription of NLIST Facility from the session 2019, ONOS.**

| iv | Seating capacity in Library | 100 students can seat | 4 |
|---|---|---|---|
| v | usages of library resources | 100 % | 7 |
| vi | Library has  5  computer systems with internet | Yes | 5 |

| 3. | ICT Facilities | | 25 |
|---|---|---|---|
| | i)<br>Number of  Interactive Panels/ Projectors | 5 | 5 |

**One Projector is available in the IT Laboratory of Science Block and  1 projector in IT Lab & Smart Classroom of Arts Block. One Podium (with touchscreen monitor desktop, sound system, document camera, wireless keyboard, and mouse) is also available in the Smart classroom of Arts Block. four interactive panels are  installed in the college.**

| ii) | % of teachers using ICT Facilities | More than 50 % | 5 |
|---|---|---|---|
| iii) | No. of students benefited from ICT Facilities | More than 50 % | 5 |
| iv) | Internet connection- leased line/ Fiber Network/ wi Fi campus, | yes | 5 |

From the session 2020-21 we have updated BSNL Broadband with Wi-Fi facility of BSNL Fibre High speed FTTH/Wi-Fi Connection (100 Mbps) for the use of staff and students. A Dedicated Leased Line of Optical Fiber Internet Connection has also been installed in IT Lab Science with speed of 8 Mbps for the benefit of students and staff community.

| v) | Use of ICT Facility | 5 | 5 |
|---|---|---|---|

Faculties are encouraged to use power-point presentations in their teaching by using projectors/ interactive panels.

| 4. | **Facilities for Specially-abled Students:** | | 4 |
|---|---|---|---|

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| | | | |
|---|---|---|---|
| i. | Ramps/Wheelchairs/Support railing. | Ramp and Support Railing | YES=2 |
| ii. | Separate Washrooms | | Yes=2 |
| **5** | **Sports Facilities** | | **20** |
| **i** | No. of games/sports activity conducted | More than 5 | **8** |
| **ii.** | Indoor sport facilities | yes | **4** |

i. College teams participate in the intercollege competitions held by the University in Kho-Kho, Volleyball, Chess, Badminton, Kabbadi and Table tennis. Athletic meet, sports meet are also organised in the college to encourage the students.
ii. Indoor sport facilities are available for the games such as Table Tennis and Chess. 2 TT tables, 15 TT bats, 5 boxes of TT balls, 2 Carrom Boards with 5 boxes of carrom coins and 8 Chess Boards, 5 Chess mats with chess pieces and 3 chess clocks are available.

| | | | |
|---|---|---|---|
| **iii.** | Adequate sport equipments | | **4** |

**For outdoor games, there are 3 ball nets and 5 Volley balls. For Cricket we have 6 bats, 12 cricket balls, 5 helmets, 4 wicketkeeper's gloves, 54 hand gloves for batsmen, 6 abdomen guards, 4 elbow pads, 2 chest pads, 4 thigh pads, and 9 stumps. For badminton we have 10 badminton rackets, 2 dozen shuttlecocks, 2 nets, football and cricket kits. kit is also available for boxing. T-Shirts and shoes are provided from the college during inter-college competitions on 50% concession.**

| | | | |
|---|---|---|---|
| **iv.** | Gymnasium (Operational) | yes | **4** |
| **6.** | Auditorium/Hostels/Seminar Hall/Staff Quarters | Multipurposes hall, Hostel and seminar Hall | **10** |
| **7. i** | Laboratories with adequate equipment according to syllabi | Laboratories are with adequate equipments according to syllabi | **10** |
| **ii.** | Usage of available Lab infrastructure | 100 % | **10** |
| **8** | **i. Adequate numbers of computers** | 37 computers | **5** |
| | **ii. Usage of computer hardware** | 100 % | **5** |
| **Dedicated High speed Internet with speed 8 Mbps with 25 Computers in IT Lab is also available.** | | | |
| **9** | Canteen, Staff Room/Faculty Room, | Canteen, Staff | **10** |

|  |  |  |  |
|---|---|---|---|
|  | Space For NCC, NSS, Rangers & Rovers, Examination Room, Medical Care Facilities | Room/Faculty Room, Space For NCC, NSS, Rangers & Rovers, Examination Room are established |  |
| **10.** | Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis | Yes | **20** |

Each Faculty has an activity record register which is maintained regularly. Data archive committee is also working which keeps the record of activities of college. The achievement of staff is maintained in the office

**Score claimed for 3 rd criteria = 154**

**4. Institutional Management (Score 220)**

| S. No. | Activity | Distribution | Score claimed |
|---|---|---|---|
| **1.** | **i) Institutional Vision**<br><br>**ii) Institutional Development Plan (IDP)**<br><br>**iii)Plan of action for above** | To be one of the best institutions of higher learning in Himachal Pradesh, the College strives<br><br>for academic excellence by making available sufficient and appropriate faculty and staff, as well as relevant physical infrastructure, library and laboratory resources. Therefore, to achieve excellence in teaching and learning, the institution is committed to ensuring the following points through its activities, development plan and institution's vision document.<br>1. To attain high academic standards by adopting excellence in teaching and learning techniques in institutions.<br>2. To initiate student-centred approaches such as field visits, lab visits and excursion tours.<br>3. Enhancing of facilities for sports / NCC/ NSS/ Red Cross.<br>4. Upgradation of infrastructure facilities by renovation and proposed | **18** |

| | | | |
|---|---|---|---|
| | | new constructions and making an environment/eco-friendly campus.<br><br>5. Developing academic/intellectual atmosphere through conducting frequent Seminars /Conferences by humanities, sciences and commerce.<br>6. Opening IGNOU Centre for distance learning<br>Total points =18 | |
| 2 | **IQAC**<br>**i)No. of meeting per year**<br><br>**ii) No programmes organised (Trainings, workshops, IPR, etc.)** | Number of meeting per year<br>4<br><br><br>Nil | **6** |
| 3 | **i. Funds (BF, AF, PTA etc.) used/spent for Institutional Development /student welfare**<br><br>**ii) Periodic audit**<br><br>**iii) Settlement of bills/advances within a specified time frame** | More than 90% fund is utilised = 10<br><br><br><br>yes=2<br><br><br>yes=4 | **16** |
| 4 | **Grievance Redressal of Students and Employees** | Redressal within a month<br>Yes =4 | **4** |
| 5 | **Green and Clean Campus**<br><br>**i. Green initiatives of institution (at least 3)** | The College is committed to ensure and induce greenery in the surroundings.<br><br>Along with special lectures to the students on green initiatives, climate change and environment protection, the College organises plantation drives with students' involvement through NSS, NCC, R&R and many other clubs. For this purpose, the forest department has allotted an area to the | **16** |

| | | | |
|---|---|---|---|
| | | College for plantation and its regular maintenance nearby the campus<br><br>Botanical garden construction is under progress. =6 | |
| | **ii. Cleanliness in washroom, buildings/campus** | Excellent=10 | |
| 6. | **Facilities for students**<br><br>**i. Common room for girls**<br><br>**ii. Adequate toilets as per students' strength**<br><br>**iii. Sanitary napkin vending machine/incinerator regularly put in use**<br><br>**iv. CSCA room with proper furniture**<br><br>**v. Student centre for co-curricular activities and its regular usage**<br><br>**vi. Regular use of playground** | yes=3<br><br>yes=3<br><br>yes=3<br><br>yes=3<br><br>yes=3<br><br>Yes=3<br><br>Total =18 | **18** |
| 7 | **Regular updation of Service Books/Service Records** | yes=3 | **3** |

| 8 | Timely Submission of ACRs | yes= 3 | 3 |
|---|---|---|---|
| 9 | Prompt Response to official correspondence | yes= 5 | 5 |
| 10 | Proper maintenance of official records (Cash books/stock register,Fund registers,Leave records, fine fund etc | yes=10 | 10 |
| 11 | Proper record of students attendance and CCA | yes=10 | 10 |
| 12 | Whether ranked by NIRF, Other Agencies | No | 0 |
| 13 | Whether accredited by NAAC | Yes with B Grade= 12 | 12 |
| 14 | Whether AQARs are being submitted as per timeline annually or no | yes=0 | 0 |
| 15 | Recognition for Exemplary Contribution of the staff and students | 4 * | 4 |
| *Outstanding students are facilitated. | | | |
| 16 | Involvement of stakeholders:<br><br>i) PTA<br><br><br><br>ii) OSA | PTA is constituted as per norms and is supportive and contributed as:<br>  1. Repair work,I<br>  2. Construction stage in the multipurpose hall<br>  3. Purchase of softwares<br>  4. Salary Payment of appointed staff<br><br>=12 | 17 |

| | | OSA is framed as per norms=1<br>Career counselling by OSA= 4 | |
|---|---|---|---|
| 17 | **Feedback from Stakeholders other than Students and action taken thereon** | Yes =4 | 4 |
| 18 | **Annual review meeting on students' outcomes in academics, co-curricular, extracurricular and extension activities and action taken during next academic session for achieving excellence** | Regular meeting of CSCA representatives with College Administration on various issues related to students and college and recorded.<br>=25 | 25 |
| Score claimed for 4th criteria = 171 | | | |

## 5. Best Practices, Innovation and Institutional Distinctiveness (80)

| Sr. No. | Activity | Activities Performed | Score claimed |
|---|---|---|---|
| 1. | **Best Practices Description & Outcome of Best Practices (at least two)** | • **The answer sheets of Topers in House exams are displayed in whatsapp group/google classroom/website.**<br><br>**. The Department of English initiated honouring the performers in the class by making them leaders of small groups and by assigning them the duties to evaluate the test scripts of other students in the next test. Every time the new toppers are given a chance to be the leaders.**<br><br>• **Established a book bank for the benefit of poor students** | 20 |

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| 2. | Special Initiatives taken for:<br>    i.      Energy conservation/ use of Solar energy<br>    ii.      Solid Waste Segregation/Management<br>    iii.      Rain Water Harvesting and its use for gardening and cleanliness<br>    iv.      Plastic free campus<br>    v.      Blood Donation Camps<br>    vi.      Adoption of village/educational institutions | ·    LED lights are installed<br><br>·    Separate Dustbins are provided<br><br>·    Rainwater harvesting tank is built in the Girls' HOSTEL<br><br>·    Campus is completely plastic free<br><br>·    Adopted nearby village Leoti and cleaned Primary school Campus and the Campus of Leoti Temple<br><br>·    Adopted a forest area in Leoti and planted saplings in Monsoons | 20 |
| 3. | Social Impact of Extension activities:<br><br>(On the basis of community feedback) | ·   • Ganai chowk and its surrounding areas were cleaned.<br><br>.  Campus of Ganapti Temple was cleaned of weeds and dry grass. The garbage around was also disposed off.<br><br>•  The Nallah in front of the Girls'Hostel was also cleaned.<br><br>. Adopted forest area cleaned and saplings planted. | 10 |

| | | | |
|---|---|---|---|
| 4. | **Special New Innovative Initiatives or Ideas adopted in the College (Other than at Sr. No. 5.2 above):** | | **0** |
| 5. | **Collaborations:**<br>    i.        **With Peer Educational/ Research Institutions**<br>    ii.        **Other Government Bodies/ Institutions** | ·    **MOU with**<br><br>**Sant Bhama Enterprises to provide students access to industrial environments for applied and problem based research activities.** | **5** |
| **Score claimed for 5 th criteria = 55** | | | |

## 6. Faculty Profile & Research Activities

| Sr. No | Activity | Number | Score Claimed |
|---|---|---|---|
| 1. | % of Teachers with Ph.D. | **55.55%** | **3** |
| 2. | Teachers as Research Guides | **Nil** | **0** |
| 3. | No. of Orientation Programmes, Faculty Development Programmes and Workshops of | **More than 30% of the faculty** | **10** |

| | | | |
|---|---|---|---|
| | one week or more attended by Teachers (in last Three Years) | | |
| **4.** | Projects/Patents/Fellowships/Associateships<br>    i.      Major<br>    ii.     Minor<br>    iii.   Patents<br>    iv.   Fellowships<br>    v.    Associateships | **i.**       **Nil**<br>**ii.**      **Nil**<br>**iii.**     **Nil**<br>**iv.**     **Nil**<br>**v.**      **Nil** | **0** |
| **5.** | No. of Papers Presented in Conferences/Seminars/Symposia (in last three years)<br>    i.     International<br>    ii.<br>       National/Regional/State Level | **List of certificates are attached overleaf** | **8** |
| **6.** | Seminars, Workshops, Conferences and Training Organised by the Institution<br>    i.     International Level<br>    ii.    National Level<br>    iii.   State Level | **i.**       **Nil**<br>**ii.**      **Nil**<br>**iii.**     **Nil** | **0** |
| **7.** | No. of Paper Published in:<br>i.     UGC Care List Journals<br>ii.    Non-UGC Care List Journals<br>iii.   Citations | **i.**<br>         **3X5=15**<br>**ii.**     **3X2=6**<br>**iii.**    **NA** | **20** |
| **8.** | Teacher's Special Innovation Ideas | **Nil** | **0** |
| **9.** | No. of Books Published/ Chapters in Books | **Nil** | **0** |
| **10.** | Teachers Academic and Extension Activities<br>    i.     Resource Person<br>    ii.    Member of Board of Studies/ Subject experts etc.<br>    iii.   Popular Articles | **1.  1x2=2**<br><br>**2.  2x4=8**<br><br>**3.  Nil** | **10** |
| **11.** | Awards by Recognised & Reputed Organisations:<br>    i.     International<br>    ii.    National<br>    iii.   State | **i.**       **Nil**<br>**ii.**      **Nil** | **0** |

|   |   | iii. | Nil |   |
|---|---|---|---|---|

**Score claimed for 6th criteria = 51**

<br>

**7. Miscellaneous (Score 120)**

| 1. | Any Other Important Information or initiative not Covered Above e.g. Institution Incubation Centre, R&D-cum-innovation centre, B.Voc, Self Finance courses, Add-on courses, Internship, OJT, Green audit, Academic audit etc. | Add on Course<br><br>IT ITes Council -web Developer QP code: SSC/ Q0503 (HPKVN) | 10 |   |
|---|---|---|---|---|
| 2 | Spot evaluation of institutions by the Officers from the Directorate of Higher Education/representative of the Director of Higher Education | yes=20 | 20 |   |
| 3 | AG Audit paras settled up to date-  No | 5 | 5 |   |
| 4 | Local Audit Paras settled up to date Yes | No | 0 |   |
| 5 | Timeline adhered to in filing reply of court cases / RTI Applications/ Public grievances received through Mukhyamantri Seva Sankalp 1100 and Public Grievance Redress Centralised and Monitoring System (CPGRAMS) | yes | 10 |   |
| 6 | Invited speakers on various themes relevant to holistic development of students. | Yes | 10 |   |
| 7 | Skill Development Training (at least 20% students benefited) | Yes<br> 1. In ITes Council -web | 20 |   |

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|  |  | Developer QP code: SSC/ Q0503 (HPKVN) course 160 students enrolled. |  |
|---|---|---|---|
| **Score   claimed for 7 th criteria  = 75** | | | |

**Grand total =    780 /1100**

**Convenor**                                                    **Principal**