Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**DR. P.D.B.H. GOVERNMENT POST GRADUATE COLLEGE KOTDWAR**
Name of the head of the Institution	**Dr. M. S. RAUTELA**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01382222188**
Mobile no.	**8445695555**
Registered Email	**principal.gpgckotdwar@gmail.com**
Alternate Email	**iqacgpgckotdwar@gmail.com**
Address	**Degree College Road, Near Lisa Depot, Uppar Kalabarh**
City/Town	**Kotdwar**
State/UT	**Uttarakhand**
Pincode	**246149**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Premlata Kumari**
Phone no/Alternate Phone no.	**01382222188**
Mobile no.	**9411552044**
Registered Email	**principal.gpgckotdwar@gmail.com**
Alternate Email	**naackotdwar@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://gpgckotdwar.org/uploads/files/shares/iqac/AQAR_2017-18.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://gpgckotdwar.org/uploads/files/shares/iqac/academic-cal/2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	**C++**	**66.15**	**2004**	**03-May-2004**	**02-May-2009**
2	**B**	**2.07**	**2015**	**01-May-2015**	**30-Apr-2020**

6. Date of Establishment of IQAC	**15-Jul-2015**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Carrier Counseling on Aero Aviation	20-Sep-2018 1	22
Yoga camp	13-Oct-2018 1	43
Seminar on Woman Harassment	25-Nov-2018 1	33
Sate level Workshop organized by IQAC	28-Dec-2018 1	38
Seminar on Woman Empowerment in India	08-Mar-2018 2	43
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Courses related to two universities i.e. SDSU University, Tehri Garhwal and HNB Garhwal Central University, Srinagar Garhwal smoothly conducted 2. Activities related to Carrier Council were perform 3. Active participation in seminar, workshop, conferences, FDP by faculty members 4. Successful online submission of examination forms as well as internal assessments at UG and PG level 5. Cocurricular extinction activities related to departmental associations, NSS, NCC, Rovers Rangers etc.

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

Plan of Action	Achivements/Outcomes
Academic Calendar	It has been well prepared and strictly followed
Teaching & Evaluation	Have been effectively achieved
MIS based Admission Process	UG & PG Admission Process accordingly CBCS system of HNBGU as well as normal semester system of SDSU Tehri Garhwal
Faculty members participation in seminars, FDP etc	Faculty members actively engage in seminars, Conferences, Workshop & FDP etc
Research paper publication	Faculty members have well publication record in different Journals of national & international level
Extension activities	Different activities related to NSS, NCC, Rovers Rangers etc. were timely achieved by organizing camps training Programmes
Annual cultural & sports activities	According to academic calendar various programmes related with cultural sports activities have been perform at college and intercollegiate label
Skill bases course	Certificate courses introduce

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	20-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules	At the time of admission the college

currently operational (maximum 500 words)	use a software for MIS database management of the students. The student complete data is stored in the MIS viz. Name, Father Name, Faculty, Class, Subject, Mobile Number, Email and other relevant details of the student. After entering all the relevant data a unique ID is generated which is printed on their ID cards. In this way the MIS is being maintained for students support services. The college is planning to start the similar MIS for maintaining the various personal, service and academic record of each teacher and support staff.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college has the mechanism for delivery and documentation of the curriculum set by the University. Head of the institution have distribute curriculum among the concern department, faculty (Head), After receiving teaching plans of respectively faculty, then the heads of respective department distribute workload among their departmental faculty. Our institution follows various teaching method to delivered information among the student a. Chalk and Blackboard method. b. ICT-enabled teaching-learning method. c. Use of E-Content. d. Use of Scientific models and charts for effective lecture delivery. e. Group discussion amongst the students during the class. f. seminars by students related to curriculum. g. Paper presentation by the students by PPT also. Well established laboratories for the effective implementation of the curriculum along with these the broad vision and goals of college are kept in mind. The vision and mission of the college collaborated with the objectives of the society and reflects the commitment of the institute holistic development of the students and inculcating the social and human values in them through academic, co-curricular and socially meaningful activates. the college vision, mission and objectives are communicated to all stakeholders through college website(www.gpgckotdwar.org), college magazine and admission prospectus. Committees for Effective implementation the college level committees prepare guidelines and frameworks to suit the requirements of all the various courses at the departmental level. The faculty council in the conjunction with the workload, academic, and time table committees of the college and individual departments provides inputs and directions which are monitor the effectiveness of the same throughout the session on a regular basis. The entire approach is students centric. the college has a practice of inviting external experts for various projects, practical and theory evaluations with the view to ensure quality of education, and objectivity in the teaching-learning processes. the internal assessment which consists of internal tests, presentations, projects and assignments are conducted to evaluate the performance of students. Continuous review to the progress of syllabus completion(100%), performance of the students, association activates are done in the department level meetings on the regular basis.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
CTS	Certificate in Tourism Studies	01/01/2019	180	Tourist Guide	Tourism
CRD	Certificate in Rural Development	01/01/2019	180	Rural Development,NGO	Social Work
DTS	Diploma in Tourism Study	01/07/2018	365	Tourist Guide	Travel

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	N/A	Nill

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Hindi English, Eco, Pol.Sc, Sanskrit, Socio, Philosophy, Music, Geog, Home.Sc. Drawing and Painting	01/07/2015
BSc	Botany, Chemistry, Zoology, Mathematics, Biotech	01/07/2015
BCom	Accounts ,Economics, Management	01/07/2015
MA	Hindi English, Eco, Pol.Sci,, Sanskrit, Socio, Philosophy, Music, Geog, Home.Sc. Drawing	02/07/2012
MCom	Accounts ,Economics, Management	02/07/2012
MSc	Botany, Chemistry, Zoology, Mathematics, Biotech	02/07/2012

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

	Certificate	Diploma Course
Number of Students	2	4

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	History	16
MA	Political Science	18
MA	Geography	36
MA	English	54
MCom	Commerce	2
BEd	Self Finance	97
BEd	Government	96
BA	Geography	101
MA	Sociology	26
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
The college has designed a student feedback form to be duly filled by the students as an assessment of the teaching program and college infrastructure. However the process is done manually. The feedback is taken from students and Faculty. A well plan questionnaire is constructed an approved by the IQAC. This submitted feedback is then analyzed by the IQAC and the suggestions for the overall improvement in teaching and learning environment are submitted to the principal. A college put a lot of effort to make teaching learning process students centric.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Hindi, Eng, Geography, Economics, Pol Sc., History,	559	380	265

Programme	Departments			
	Home Sc., Sanskrit, Music, Sociology			
MSc	Physics, Chemistry, Mathematics, Zoology, Botany	175	370	147
MCom	HRM. Finance, Marketing	65	88	65
BA	Hindi, Eng., Geog., Economics, Pol Sci, Sociology, Music, Home Sci, History, Sanskrit	818	912	757
BSc	Zoology, Botany, Chemistry	320	280	265
BSc	Physics, Chemistry, Mathematics	320	445	281
BCom	Management ,Accounting, Economics	320	373	301
BEd	Pedagogy Languages Science Social Studies	50	50	50

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	4117	931	8	0	68

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
76	16	57	6	0	0

[View File of ICT Tools and resources](#)

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

Every year the Institute gets a variety of students from diverse backgrounds and with varying capabilities. To bring them to a common level various measures are being reinforced. In the beginning of any given session a designated team consisting of senior faculty members draw out the academic calendar, faculty-wise time table and evaluation blueprint sourced on the University schedule. The faculty member of the each department motivate the students to take up the subjects according to their interests and prepare the assigned task under the guidance of respective teachers. The students work in interactive teaching mode along with collaborative and independent learning. The faculty members use various pedagogical methods as per the needs of students like traditional classrooms lecture method, discussion method, demonstration cum explanatory method, presentations and participation by learners. Students are taught and supervised to prepare projects, field studies, surveys and in-hand practical experiences in various subjects in Humanities, Languages and Sciences. They are encourage to use library and computer facilities for making their presentations and projects. Regular class room seminars, Symposia and workshops are organized to induce thought provoking processes of the students. The class room performance of each student is noted individually to assess their capabilities through a wide spectrum of Internal Assessments, presentations, Group discussions, Quiz programs and viva-voce. Through these processes the faculty is able to identify the advance learners. The institution allows outstanding students to attend technical skill based workshops and conferences which enable them to gain knowledge beyond their curriculum. The slow learners are given special attention to cope up with their shortcomings by their respective teachers. Special care is also made available to students from socially deprived sections viz. SC / ST/ OBC and Economically weak students. Learning by doing classes, remedial classes, personalized guidance is provided by individual teachers to help such learners in attaining academic credentials.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5048	76	1:66

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
81	76	5	0	64

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A.	Even Semester	07/06/2019	13/08/2019
BCom	B.Com.	Even Semester	20/05/2019	16/08/2019
BSc	B.Sc.	Even Semester	30/05/2019	13/08/2019
BEd	B.Ed.	Even Semester	14/10/2019	13/01/2020
MA	M.A.	Even Semester	22/05/2019	30/08/2019

MSc	M.Sc.	Even Semester	23/05/2019	30/08/2019
MCom	M.Com.	Even Semester	24/05/2019	05/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As an affiliated institution of SDSUV, evaluation norms of the university are followed. The university has adopted major reform in evaluation by introducing semester system. We implement 80:20 pattern of examination system as proposed by the affiliating university. 80 marks for year end theory examination fall under external evaluation. However the remaining 20 marks fall under internal examination. Formative assessment in the classroom has been the hallmark of our institution. With most of the faculty at their prime in teaching career. Digital tools are used for formative assessment of students. Senior faculty is assisted in the use of these digital tools. Formative assessment is given weightage in semester examination. Weightage is also given on the basis of regularity and discipline of the students. Examination cell oversees the conduct of internal examinations under the guidance of IQAC and academic cell of the college. Internal examinations are organized at college level rather than at departmental level for giving real time examination experience to the students. For monitoring the conduct of examination, senior faculties are assigned observer duties. Two students are allotted per desk at the examination hall for transparent conduct of the process. Two invigilators are allotted per hall and relievers are also arranged for each block. Shortly after the conduct of internal examination, the evaluated answer scripts are distributed to the students in the classroom. Students are given time to reflect on their performance and also on the quality of evaluation. Grievances, if any, are addressed in the classroom. Re-examination is conducted for slow learners or under performance. Absentees are given a chance to write the internal examination after the examination cell is satisfied with the reason provided by the candidate. The grievances regarding the marks in external examination are sent to the affiliating university by the principal after due verification. The institution being a non-autonomous college, only internal evaluation (20 marks) falls under our purview.

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

Our Institution prepared an Academic Calendar as per the schedule prescribed by the affiliating Sri Dev Suman Uttarakhand Vishvavidyalaya for implementation of Curriculum and Assurance of Students participation in co-curricular activities. As per university rules and regulation various academic activates are conducted in the college throughout the year. At the beginning of session every year it is proposed that according to the academics calendar institute will adhere to available working days, Holidays, Vacations, National Public holidays, Admission process, Semester wise Teaching Plans, Tentative University Examination days of semester, Tentative Practical examination days, allocation of Internal Assessment work i.e. Seminar activity, Project Assignment, Theory Assignment , Class tests, Practical assignment, Submission of Internal Assessment work, ICT Lectures, Guest Lectures, Celebration of various Significant Celebration of various Birth and Death Anniversary of Remounted and related like Dr.P.D. Barthwal, celebration of weeks like skill India, Sapling plantation Programmed. and special days, Departmental unit tests, Educational tour, Departmental stock verification, various , Awareness Programmer and rallies, organizing workshop / seminar activity are planed month wise , In some departments special days are assigned for conduct of departmental seminars, organism workshop, etc. As per academic calendar institution Participated in the Extra-Due place in also allocated to sports and games activity, cultural events whish are tentatively organizes in month of December to February

curricular activities like Annual Sports, Interfaculty Cultural Competition participation in Inter-Collegiate Sport competitions like, Badminton, cricket, kabaddi, chess, volleyball table tennis organized by the affiliating university. http://gpgckotdwar.org/uploads/iqac/academic-calendar-2018-19.pdf

2.6 – Student Performance and Learning Outcomes

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

http://online.gpgckotdwar.org/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A.	BA	Hindi, Eng., Geog., Economics, Pol Sci, Sociology, Music, Home Sci, History, Sanskrit	474	315	66
B.Sc.	BSc	Zoology, Botany, Chemistry, Physics, Mathematics	350	244	70
B.Com.	BCom	Management ,Accounting, Economics	170	132	77
B.Ed.	BEd	Pedagogy Languages Science Social Studies	95	95	100
M.A.	MA	Hindi, Eng, Geography, Economics, Pol Sc., History, Home Sc., Sanskrit, Music, Sociology	183	171	93
M.Sc.	MSc	Physics, Chemistry, Mathematics, Zoology, Botany	139	117	84
M.Com.	MCom	HRM.	53	47	88

	Finance, Marketing				
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2.7 – Student Satisfaction Survey

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

https://gpgckotdwar.org/uploads/files/shares/iqac/SSS-2018-19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	Nill	0	Nill
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Preservice Training of Preparation of Research Paper ,PPT, and Project proposal	CTE	16/03/2019
Workshop on continuous and comprehensive Evaluation	CTE	28/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	Nill
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	Nill	Nill	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Economics	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	1	Nill
International	Hindi	2	Nill
National	Hindi	1	Nill
International	Economics	4	Nill
International	Commerce	4	Nill
International	Govt.B.Ed., Self Finance B.Ed.	8	Nill
National	Govt.B.Ed.	8	Nill
National	Geography, Chemistry, Botany	5	Nill
National	Sanskrit	3	Nill
National	English, History	3	Nill

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

Department	Number of Publication
Zoology	9
physics	1
Commerce	2
Sanskrit	3
Economics	1
History	2
B.Ed.	3

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

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

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	Nill	Nill	2018	Nill	Nill	0

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**1**	**16**	**9**	**0**
Presented papers	**7**	**70**	**0**	**0**
Resource persons	**0**	**3**	**6**	**0**
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Gender Issue	**Women/Antisexual Harasment at Work Place**	**1**	**22**
Gender Issue	**Red Ribbon Club, gpgc kotdwar**	**1**	**45**
Gender Issue	**Red Cross Club, gpgc kotdwar**	**1**	**55**
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Toppers of MA Mathematic	**Gold Medal**	**S DS University Badshai thaul,Tehri Garhwal**	**1**
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Issue	**Women/Antisexual Harasment at Work Place**	**Eassy Competetion entitled Bharat mein Mahila Utpeedan Karan Evam Nivaran**	**1**	**22**
Red Cross	**Red Cross Club, gpgc kotdwar**	**Seminar on National Youth Day**	**1**	**45**
Red Cross	**Red Cross Club, gpgc kotdwar**	**debate on International Women Day**	**1**	**55**
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	Nill

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Uttarakhand Open University, Haldwani	14/03/2019	Conduction of courses Degree/Dipl oma/Certificate	6

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
360203	360203

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Class rooms	Existing
Campus Area	Existing
Laboratories	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	Nill	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	76000	15004401	314	159980	76314	15164381
Journals	1451	290200	0	0	1451	290200
CD & Video	6	600	0	0	6	600

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nill	Nill	Nill

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	51	2	0	0	0	0	0	10	0
Added	12	0	0	0	0	0	0	0	0
Total	63	2	0	0	0	0	0	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites

12.21	1221065	4.16	416205

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

1-Response The institute has adequate facilities and equipment, which are regularly maintained. A disciplinary committee has been constituted in the college so that discipline and protective measures can be adopted. Institution regularly inspected all essential facilities like electricity, drinking water, stored water, sanitation etc. Institute has appointed electrician, gardener ,sweeper ,peons etc. and they pay attention towards their work regularly. 2- Maintenance of Laboratories : There are 21 labs and 3 resource Centre in the college for the execution of practical of Science, Arts and B.Ed. faculty. Faculty members of each subject maintain the equipment records and lab technicians is directly responsible to maintain the laboratory equipment, chemicals and check the stock register regularly. The stock in the laboratory is physically verified annually by the committee formed by the principal. Damage or discharge and process to right off is done by the concerned committee. Repairing and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises. 3- Library : The library committee, consisted of faculty members from all streams and the librarian, look after the maintenance and utilization of the library resources. The requirement with cost of books is taken from the subject teachers and library incharge is involved in the process. The finalized list of required books is duly approved and signed by the Principal. Stock verification of library is done at the end of academic session and weeding out process is done as per government rules. Schedule of issued and returned books is prepared each class wise. It is mandatory for the students to ensure return of books before appearing in the exam. Library provide reading room facility for the students. 4- Sports Complex : All sports amenities are under the Sports Department. Institute have Gymnasium and a adequate playground which are well maintained and optimally. The institute has utilized sufficient space for indoor games like carom, table tennis, badminton, boxing and many more. We also have facility for outdoor games in Government stadium of the city if required. The college organizes annual sports day for extra-curricular activities. The regular students of the institute participate at district, division, state level and All India Inter University tournaments. The college has a separate building and maintenance committee which look after the infrastructural needs in the preview of academic growth of the college. 5- Computer Lab : The institute has two computer labs with 21 computers for students as well as faculty members. Common technical problems are solved by the faculty or staff of the department. If there is any major problem, it is done with the help of external technician. Funds are provided by the Principal to maintain computers in the computer labs. 6- Class Room : The maintenance of class rooms is a regular exercise after the admission process every year it is ensured that all the class room had adequate number of chairs desk. The stock verification maintenance of furniture other electrical appliances are checked regularly.

https://gpgckotdwar.org/uploads/files/shares/iqac/4_2_.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	State Govt. Central Govt. Scholarship	37	87676

Financial Support from Other Sources			
a) National	BioTec -Hans cultural center	1	20000
b)International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Career counselling for Yoga	30/10/2018	43	Career Counselling Cell
Seminar on Women Harassment at Work Place	25/11/2018	33	Women Harassment and Prevention Cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career counselling for SD Aero and MKVN Group	22	22	0	0
2018	Career Counselling for NET/SET Exam	17	17	9	3
2018	Career Counselling Workshop by District information officer Bhageshwar	83	83	0	0
2018	Career Counselling for Management and Marketing by IMEC	81	81	0	0
2018	Preservice Training of Preparation	72	72	0	0

of Research Paper, PPT and Project Proposal	

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	35	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Hindi
2018	45	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate English
2018	17	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Sanskrit
2018	58	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Sociology
2018	59	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Economics
2018	52	UG Arts	Arts	DR.PDB	Post

Year				HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Graduate Pol.Sc
2018	25	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate History
2018	22	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Geography
2018	5	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Home Science
2018	9	UG Arts	Arts	DR.PDB HIMALAYAN GOVT.PG COLLEGE KOTDWAR	Post Graduate Music
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	10
SET	1
Civil Services	5
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
10 (Outdoor) Sports	Inter Collegiate	126
3 Cultural Activities	University	13
7 Cultural Activities	College	120
27(Outdoor/Indoor) Sports	College	74
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NIL	National	Nill	Nill	00	Nill

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

The college has student union which has office bearers namely President, Vice President, Secretary, Joint Secretary, Treasurer, University representative and six members of general body. It follows the constitution as laid down by the University in accordance with Lingdoh Committee recommendations. It works for the welfare of the students and cooperates with the college administration on various issues related to students. Student union has separate fund created out of the fees collected from the students at the time of admission. The student union has a office in the campus to hold meetings and carry out its functions. Each department has its own student council, in which the president, vice president, secretary, joint secretary and treasurer are elected from among the regular and talented students. Each department organizes various activities such as debate, speech, essay, poster, rangoli and mehndi competitions among all the students and the winning participants are also rewarded at the college level. The college has following academic and administrative bodies which have student representatives -i) Student Union ii) Department Associations iii) NSS Advisory Committee iv) Editorial Board of departmental magazine v) Sports Committee vii) Anti Ragging Committee viii) Anti Women Harassment Cell : ix) Grievance Redressal Cell x) Rovers -Rangers Unit xi) Red Ribbon Club 5.3 Alumni Engagement : The college does not have registered Alumni Association. Some of the faculty members are also the alumni of the college who have their own personal links with other alumni. Alumni those were former faculty members in higher education are invited on different occasions as the resource person and mentors for students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution is a Government organisation managed by the Secretariate/ Directorate of higher education,Uttarakhand. The state govt and administration take a holistic view of the Institution, reviews progress, analyse shortcoming of the institute time to time and also discuss about the problems of teachers and students. The principal is the head of the Institute and bears the responsibility for smooth-functioning of the college. The role of the Principal is multidimensional. The Principal is responsible for both academic as well as administrative functioning of the college. The Principal is also responsible

for the correspondence with the higher authorities of the state government, central government, UGC and other stakeholders of the college. The principal frames different committees which offer advice to the Principal in reference of their functions.The principal is empowered to assign various portfolios to the faculty members.The principal hold meetings on regular basis constitutes committees, issues circulars and interacts personally to implement the policies of the govt and plans of the institution. All HODs are responsible for the allotment of the classes for the regular teaching in the departments. Each department prepared the annual plans for better results. Financial allotment for different departments is made by the Principal according to needs. The college makes a serious effort to build a healthy relationship with its stakeholders namely students ,teachers ,parents and alumni. The student union in the institution works as a representative body of the students. Students can approach the principal/HODs for any grievances/complaints. The college promotes a culture of participative management. The committees constituted for academic and administrative development includes both faculty members and students.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	The curriculum is reviewed restructured by the university time to time to make it more relevant with the changing contemporary scenario which is followed by the institution strictly. The faculty members are updating themselves accordingly with the latest trends in the higher education. Development of Prospectus of college, which includes information viz. course information, course combinations, departmental profile, resources viz. library, internet, Indore, outdoor games available ,reading room etc.
Teaching and Learning	Teachers updates their knowledge through internet surfing and reading latest journals and books related to respective specialisation. Promoting professional development of the faculty member by providing support for participating in faculty development program like orientation programme /Refresher courses. Encouraging them to attend National / International seminar ,workshop ,conferences etc. .Faculty member encouraged to impart the curriculum through innovative teaching methods as presentation, assignments, seminar etc.
Examination and Evaluation	Internal assessment of students has been adopted for continuous evaluation of students. Assignments and presentations are incorporated in the

	academic activity. Fair examination system is exist in the college. Fair Examination were conducted by examination committee as per schedule of University. This committee is headed by Principal of the College
Research and Development	Teaching staff encouraged the student for PhD programmes. They are encouraged to present their work in the Conference/Symposia and also to participate in the workshops.College also encourages Staff for industrial collaborations and to organise other developmental activities for students.
Library, ICT and Physical Infrastructure / Instrumentation	Library is equipped with the latest books ,journals etc. Books are purchased every year. Separate Book Bank facility is developed for poor students and also for Physically challenged students. Public Address System, CCTV and other amenities are placed.
Industry Interaction / Collaboration	NA
Admission of Students	Admission of students in UG, PG and PhD courses according to SDS University ordinance. All admissions are based strictly on merit which is prepared manually. The rules of reservation to SC/ST/OBC/PH/EWS/ Other state and other categories followed as per the government order in this regard.
Human Resource Management	On the basis of expertise in extra curricular activities of the faculty member, on their academic strength, each faculty member assigned with the responsibility of convener of various committees of the college. The in-charge faculty along with its members and students represent encourages students to participate in academic and extracurricular activities. The events are organise according to academic calendar of the college.

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

E-governace area	Details
Planning and Development	Development schemes are regularly and constantly monitored by The Secretariat directly for each department. For this purpose, a special software named E-AANKLAN is provided for the institute to enter its detail (wherever applicable) The link for the said e-Governance tool is as follows: http://eaanklan.uk.gov.in/About-e-Aakalan.aspx

Administration	Human resource management system provides best management of employees service record like Appointment, promotion, transfer, pay fixation, annual confidential report etc. of employees by information technology through HRMS module. This module will be used by employees for submission of their all type of leaves application, claims and advances. The head of the department/head of the office will approved and sanctioned employee's leave, claim and advances through online. All service records and employees service history will be updated automatically in run time through this module. Employees may also see his service book and records through this module anytime. For this purpose each employee is provided with unique User Id and Password. In this way, the day to day administrative works are being done with the help of integrated software, in which the HRMS module is also included. The link for the software is as follows: http://www.ekosh.uk.gov.in
Finance and Accounts	All type of Finance and accounts related services now maintained and monitored with the help of e-governance tool named IFMS software. The employees can access this module directly to check their pay rolls, leave account, service rules, health insurance scheme, Different type of form required to apply housing loan, vehicle loan, GPF advance, LTC, medical reimbursement etc. The weblink for this website is as follows: https://cts.uk.gov.in
Student Admission and Support	At the time of admission the college use a software for MIS database management of the students. The student complete data is stored in the MIS viz. Name, Father Name, Faculty, Class, Subject, Mobile Number, Email, address , anti ragging form and other relevant details of the student.
Examination	All type of Examination activities and formalities are being done with the help of online portal provided by the University. All students fill examination form online only and the teachers also submitted marks online.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NIL	NIL	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Process of NAAC Accreditation	NIL	28/12/2018	28/12/2018	38	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Academic Training Programme	3	01/07/2018	30/06/2019	04
Orientation Programme	8	01/07/2018	30/06/2019	21
Refresher Course	3	01/07/2018	30/06/2019	14
Short-Term Course	2	01/07/2018	30/06/2019	7
Faculty Development Program	2	01/07/2018	30/06/2019	07

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
64	18	28	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Group Insurance, Loan from GPF, Staff Club, Teachers Welfare Fund, Maternity Leave, Child Care Leave for women employees. Paternity Leave	Group Insurance, Loan from GPF, Staff Club for class III, Maternity leave and Child Care Leave for women employees, Paternity Leave..	Tuition Fee waiver at UG level, Scholarship for SC, ST and OBC, EBC and Student may fill their online Fellowship form on National Scholarship Portal Poor Boys Fund and other govt schemes

6.4 – Financial Management and Resource Mobilization

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

The college has constituted committees to check and examine the financial transaction in the college .There is a provision of physical verification of all the consumer consumable and non-consumable items. Various annual committees are framed for this purpose. Physical verification is conducted at the end of every academic year. The accounts are audited regularly by the Government auditors appointed by the Uttarakhand Government. Last audit Conducted in the college on 2017-18

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MLA fund, Hans Culture Centre	583000	Smart class / library, Badminton Hall Gymnasium reconstruction, Financial Support
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6.4.3 – Total corpus fund generated

583000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Principal
Administrative	No	Nill	Yes	Principal

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

Parents and teachers meet is organised in each year in the college to update the performance of the wards. The Principal and faculty members interact with parents on issues pertaining to academic and co-academic issues. Appointment of two teachers in music department by PTA.

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

1.College level seminar /workshop on quality of up-gradation,Technology enabled techniques. 2.Personal interaction of Principal with office staff helps increasing the efficiency level. 3. College administrative regularly monitor the welfare of its support staff. For this purpose, A Employee welfare fund is established and used as an emergency fund.

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

1.Counselling of B.A. VI sem. students for the selection of generic subjects. 2.To nominate the students in different bodies of the institution. 3.To ensure the success of CM Utkarsh Program by mailing the attendance of students and faculty members timely.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Carrier Counseling on Aero Aviation	20/09/2018	20/09/2018	20/09/2018	22
2018	Yoga camp	30/10/2018	30/10/2018	30/10/2018	43
2018	Seminar on Woman Harassment	25/11/2018	25/11/2018	25/11/2018	33
2018	Sate level Workshop organized by IQAC	28/12/2018	28/12/2018	28/12/2018	38
2019	Seminar on Woman Empowerment in India	08/03/2019	08/03/2019	08/03/2019	43
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Debate Competition on Women Empowerment organized by Department of Commerce	12/11/2018	12/11/2018	12	10
Essay Competition on Bharat mein Mahila Utpeedan ke Karan Evm	08/01/2019	08/01/2019	22	0

Nivaran Organized by Women Anti Sexual Harassment at work Place cell				
Seminar on Women Empowerment in India organized by Department of S.F.B.Ed.	08/03/2019	09/03/2019	40	2
A Nukkad Natak on Mahila Sashaktikaran organized by Department of B.Ed.	08/03/2019	08/03/2019	58	34
A Vichar Goshthi on Mahila / Karya sthal per Youn Utpeedan: Karan Nivaran Organized by WomenAnti Sexual Harassment at work Place cell	09/05/2019	09/05/2019	22	20
Seminar on Women Harassment and prevention at work place organized by Women Harassment and prevention Cell	25/11/2018	25/11/2018	33	0

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

Percentage of power requirement of the University met by the renewable energy sources
-LED Bulbs and Tube-lights are used by all departments and office of the College. - A Poster Competition on Clean India Mission organized by Zoology Department on 12-10-2018. - An Essay Competition on Biodiversity and Its Conservation organized by Department of Zoology on 12-10-2018 - A lecture Competition on Effect of plastic waste on Environment organized by Department of Zoology on 13-10-2018 - An Essay Competition on Natural Resources : Types and Conservation organized by Botany Department. - World Environment day celebrated by self finance B.Ed. on 05.06.2019 in which 40 students of B.Ed. Participated. - A Poster Competition on Namami Gange organized by Drawing and Painting department. The 19 students Participated in this Competition. - A slogan and poster Competition on Prithvi Divas organized by Department of B.Ed. On 22nd April 2019 in which 80 students participated. - A Workshop on Swachcha Bharat Abhiyan and Swachchhta Sankalp organized by Department of B.Ed. on 04 may 2019 in which 85 Students participated. - An Essay on Global warming: Karan,Samasya Evm samadhan organized by Department of Biotechnology on 13

October 2018. The 14 Students Participated in this Competition. - A Poster Competition on Global warming Organized by Department of Biotechnology on 13 October 2018 in which 02 Students Participated.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	**Yes**	**4**
Provision for lift	**Yes**	**2**
Ramp/Rails	**Yes**	**7**
Rest Rooms	**No**	**Nill**
Scribes for examination	**Yes**	**0**
Any other similar facility	**Yes**	**1**

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	**7**	**7**	**27/09/2018**	**14**	**field Engagement in Social useful Productive work (SUPW)**	**Literacy Programme, Sanitation Programme, Plantation, Environment, Awareness Programme, Plathian Unmulan Programme, Yoga Programme, Protection of Child Labour Etc.**	**45**
2018	**1**	**1**	**30/10/2018**	**01**	**Gram Shivpur Swachchhta karyakram**	**Clean village area**	**108**
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students	**16/07/2018**	**The Students are**

	followed the code of conduct published in College Prospectus regarding admission, attendance, anti ragging, identity card , scholarship and fee exemption, discipline, library books book bank, sports, cultural activities, examinations and prohibitions of smoking and consumptions of intoxicants in the premises, posting advertisements and posters on the walls, damaging the buildings and flowers, chewing and spitting pan masala in the campus etc.
Teaching Staff	16/08/2018		The Code of Conduct provided by the Government of Uttrakhand for (The Uttaranchal Higher Education (Group-A) Service Rules-2003 GO-703/HE/2003-03(14)2001 Dehradun, dated August 25,2003), directorate of Higher Education and Sri Dev Suman Uttarakhand University, Badshahi Thaul, Tehri are followed by all the teachers and other employees of the College.
Non Teaching Staff	16/08/2018		The Code of Conduct provided by the Government of Uttrakhand for (The Uttaranchal Higher Education (Group-A) Service Rules-2003 GO-703/HE/2003-03(14)2001 Dehradun, dated August 25,2003), directorate of Higher Education and Sri Dev Suman Uttarakhand University, Badshahi Thaul, Tehri are followed by all the teachers and other employees of the College.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants

Slogan Competition on Jago Grahak Jago organized by Department of Commerce	25/03/2018	25/03/2018	33
Career Counselling for SD Aero andd MKVN GP by Career Counselling Cell	20/09/2018	20/09/2018	22
Career Counselling on Yoga organized by career Counselling Cell	30/10/2018	30/10/2018	43
Career Counselling for Management and Marketing by IMEC organized by Career Counselling Cell	11/03/2018	11/03/2018	81
Career Counselling for NET/SET and Competitive Exam organized by Career Counselling Cell	28/09/2018	28/09/2018	17
Career Counselling Workshop by District Information officer Bhageshwar	11/10/2018	11/10/2018	83
A Group Discussion on Madak Drivya Vyasan Organized by Department of Sociology	05/12/2018	06/12/2018	25
A Competition on Map Making organized by department of Geography	08/12/2018	08/12/2018	22
Preservice Training of Preparation of Research Paper, PPT and Project Proposal organized by Career Counselling Cell	16/03/2019	16/03/2019	72
Basic Training Programme organized	07/05/2019	09/05/2019	50

by Rover-Ranger		

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

>A poster competition on Green India Clean India organized by department of political Science on 03.12.2018. >Separate Dustbins are used for Bio-degradable and non Bio-degradable waste by all the departments and office of the college. >Tree Plantation programme were organized by various departments. >Swachchata abhiyan have been organized by NSS, NCC , Rovers Rangers and all the department of the college. >Chemical waste pit linked with chemistry lab is functional to reduce the contamination of open water bodies. >A chart competition on swachchha Bharat Abhiyan organized by faculty of commerce on 15.02.2019 in which 10 girls 05 boys participated. >Best out of Waste creativity programme organized by B.Ed. department on 13.02.2019.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE -01 Title of the Practice: Enquiry Counter Objective of the Practice: The practice was setup to solve the queries of student/visitors so that excessive crowding can be avoided for which one employee was deployed in the Counter. The Context: With the increase in number of existing students, outsiders and visitor with many doubts, these all factors made college to think about the immediate solution towards the problem. Committee members established "Enquiry Counter" towards the prevailing situation to provide a solution. The Practice: Enquiry Counter was setup to address the problem and provide immediate solution which was lead by existing employee and was rotated so that proper utilization of resources can be done. This practice worked as an effective tool to solve queries by students regarding, TC/CC/mark sheet, degrees, outsiders who used to visit college for any work related to admissions, library, UOU and IGNOU. This practice made college nuisance free while clearing student's issues with immediate solution and providing solutions to outsiders. Evidence of Success: 1- Declining number of students In front of Enquiry Counter. 2- Correct answers towards the questions/queries of the students 3- Queries by outsiders being addressed nicely. Problems Encountered and Resources Required: Addressing many students and visitors or solving their queries is not an easy task to do. Sometimes situation becomes chaotic and need other staff to tackle the situation too. Problems can be of various types that cannot be solved. BEST PRACTICE -02 Title of the Practice- Development of Patriotism in Students. Objective of the Practice- The main objective of this practice was to increase the attendance of students in the college and to increase in the feeling of the Patriotism. The Context- Till now, according to the guideline of the Government of India, it was mandatory to sing the National Anthem in various functions (like Republic Day, Independence Day, Gandhi Jayanti etc). But in the year 2017, the Government of Uttarakhand take an initiative that mandatory for the Government Colleges of Uttarakhand to sing the National Anthem at 10:00 am and National song at 04:00 pm. The Practice- To follow the orders of Uttarakhand Government, the College has made mandatory National flag hosting, National anthem and National song for all the students and college staff in the session 2018-19. Under this guideline, on the opening of the college in the morning, the national flag is hosted by the principal of the college and the national anthem is sung by the students as well as all the staff of the college, the National song is sung at 4:00 pm and the National flag is taken down at a fixed time. Evidence of success- By organizing this event by the college has increased the attendance of students in the college, with this there has been an increase in the feeling of the nationalism and the feeling of devotion and respect towards the country. The biggest advantage of this has been that students have developed a tendency of punctuality and to

remain in the college continuously from morning to evening. Problem Encountered and Resources Required- The biggest Problem in this practice was related to the time table because the students whose classes did not start from 10:00 am or ended before 4:30 pm. The had to stay in the college continuously from 10:00 am to 4:00 pm. Due to which keeping them under discipline during their free period sometimes became complicated for the college.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://gpgckotdwar.org/uploads/files/shares/Best_Prac-2018-19.pdf

7.3 – Institutional Distinctiveness

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

Dr. PDBH Govt. PG College Kotdwar is one of the largest Government College in Garhwal Region, having four Faculties (with availability of different subjects). Along with Arts, Science and Commerce stream, Professional Courses B.Ed. (Government financed and self financed) and B.Sc. Biotechnology are also available in the college. Thirteen subjects are available Arts Stream (Hindi, Sanskrit, English, Political Science, History, Sociology, Geography, Home Science, Philosophy, Economics, Drawing Painting, Music and Mathematics. and ten Subjects in MA – (Hindi, Sanskrit, English Economics, Political Science, Sociology, Geography, History, Home science and Music). In Science stream B.Sc. PCM and ZBC group, M.Sc. Zoology, Botany, Chemistry, Physics and Mathematics subjects are available. In Commerce stream B.Com and M.Com both are available. B.Sc. Biotechnology is also available in self finance mode. The College is centre of Indira Gandhi National Open University (IGNOU) and Uttarakhand Open University (UOU), which provide distance education in various subjects. So many steams and subjects make our college so special because of the freedom to choose different subjects. Students from interior parts of Pauri Garhwal as well as from other State come to study in this college. Apart from this, the college is always active in co-curricular activities (Sports, Cultural activities, NCC, NSS, Rover-Rangers etc.). In the session 2018-19 the students of the college participated in various cultural competitions organized at the university level in which our College got second prizes in Qawwali, Poster and quiz competitions. Our students have participated in inter- collegiate activities and achieved several awards and recognitions.

Provide the weblink of the institution
https://gpgckotdwar.org/uploads/files/shares/iqac/Distinctiveness_2018-19.pdf

8.Future Plans of Actions for Next Academic Year

1- Implementation of E-Governance in the College. 2- New Courses/ Programmes Introduced in next year. 3- Prepare academic calendar for next year 4- Encourage faculty for research publications and participating in FDPs/Seminars/Conferences. 5- Maintenance of infrastructure and utilizations of the budget allocated to different heads. 6- Mainta and purchase reference books and journals. 7- To encourage faculty members developed E- content. 8- Awareness about environmental issues: Plantation and conservation, plastic free campus, campus cleanness. 9- The College focuses on the integrated crosscutting issues like gender, human values, conservation of native culture and environment sustainability via its various programmes, seminars, and workshops. 10- Implementation of ICT enabled, teaching. 11- Conducted remedial classes to help slow learners.