

Govt. College Arki, District Solan (H.P.)
Self Assessment Report (SAR) for the Session: 2024-25

1. Teaching Learning (Score 140)

S. No.	Activity	Distribution of Score		Claimed by Institution	Total Score	Web Links
1.	Mode of Teaching	i. Lecture Method	06	25	25	Supporting Documents
		ii. Technology based teaching	06			
		iii. Flipped Classroom	08			
		iv. As per need of different groups of students	05			
2.	Curriculum Planning and implementation: i. Teaching Schedule =10 ii. Whether Learning Outcomes defined =5 iii. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visit) =16 iv. Internal Assessment mechanism (quizzes, class test, presentation, assignment, MTT etc.) (Max 8) v. Prompt Communication of assessment/results to students =6 (e.g. displayed on college website/notice board/class groups/ submitted to COE)	i. Followed 100 %	10	45	45	Supporting Documents
		ii. 100%	05			
		iii. 4x 4	16			
		iv. Followed by all the departments	08			
		v. within 7 Days	06			
3.	Add-on Courses/Certificate Courses i. No. of courses (to be specified separately) a) Add-on Course in computer applications b) English, employability and Entrepreneurship (EEE) ii. % of students benefitted (% of students completed MOOCs/ spoken tutorials/NPTEL/ other courses offered by recognized organization)	iv. No. of Courses <3 and students benefitted upto 30% = 2.5+2.5	05	5	20	Supporting Documents
4.	Student Feedback (taken from students with 80% attendance) i. Sample Size ii. Student Satisfaction iii. Action on Feedback	i. >25%	05	25	25	Supporting Documents
		ii. 91-100%	10			
		iii. Considered and action taken on do able 81-100%	10			
5.	Examination Results: i. % of students passed ii. % of students with A grade and above iii. No. of students in University Merit	i. >81%	09	23	25	Supporting Documents
		ii. >20% with A grade and above	08			
		iii. HPU/SPU Merit List 1 st to 3 rd position	06			
Total				123	140	

2. Student Support, Services and Progression (Score 280)

S. No.	Activity	Distribution of Score		Claimed by Institution	Total Score	Web Links
1.	Pre and Post Admission Counselling i) Admission, Schedule, courses available, student intake, eligibility conditions communicated through various media	i. Publicity through any 3 means	05	25	25	Supporting Documents
	ii) Pre admission counseling	ii. Yes	10			
	iii) 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.	iii. Post admission counselling/ Induction	10			
2.	Scholarship: i) Awareness about different scholarships Schemes and 100% coverage of all eligible students	i. 5	05	10	10	Supporting Documents
	ii) Scholarships other than Government Schemes	ii. 5	05			
3.	Sports and Cultural activities: i) % of students participating in sports activities	i. >20%	10	30	32	Supporting Documents
	ii) % of students participating in cultural activities	ii. >20%	10			
	iii) Medal/Trophy won in Sports/Cultural activities a) National/Inter University b) State / Inter college c) District Level	a. NIL b. State Level=10 c. NIL	10			
4.	Students Participating in NSS/NCC/RANGERS & ROVERS / CLUBS	i) NSS	04	20	20	Supporting Documents
		ii) NCC	04			
		iii) Ranger & Rovers	04			
		iv) Road Safety	04			
		v) Red Ribbon/Eco/Youth Red Cross/any other club/society	04			
5.	NSS/NCC/Ranger & Rovers participating in i) National/ RD Parade/camp ii) State Parade / Camp	i. 10 ii. (either of i or ii)	10	18	18	Supporting Documents
	iii) Award won in these activities a) National b) State c) Cluster level	a) National= 8 b) NIL c) NIL	08			

6.	Anti-Drug Awareness Programme i) No. of awareness programmes organized	i. 4 and above= 04	04	08	10	Supporting Documents
	ii) % of students benefitted	ii. More than 50%	04			
	iii) Counselling of suspected addicts	iii. NIL	00			
7.	Gender Equity: i) No. of health/sensitization programmes organized	i. 3 and above= 3	03	10	10	Supporting Documents
	ii) % of students benefitted	ii. More than 20%= 3	03			
	iii) Women anti sexual harassment committee constituted as per norms	iii. Yes= 2	02			
	iv) Grievances Redressal as per timeline	iv. Yes= 2	02			
8.	Mentor-Mentee Groups: Sessions conducted per group of students	4 and more session	10	10	10	Supporting Documents
9.	Coaching for National level Competitive Examinations/HAS	NIL	00	00	10	
10.	Remedial Classes/Bridge Courses: % of students benefitted	iv. 6-10%= 4	04	04	10	Supporting Documents
11.	Capacity Building of Students: i) Life Skills (Yoga, Martial Arts, Problem solving, Critical thinking, Decision making, Effective communication skills, coping with stress and emotions etc.)	i. 10	10	20	20	Supporting Documents
	ii) Language-cum-Graduate attributes Development programme	ii. 10	10			
12.	Career Counselling & placement cell: i) No. of career counselling sessions organized for each group of student	i) Less than 5= 4	04	14	20	Supporting Documents
	ii) Number of placement drives	ii) NIL	00			
	iii) Self-employment modules organized	iii) Yes= 4	04			
	iv) No. of students benefitted	iv) More than 50%= 6	06			
13.	Student Progression: i) % of students opted for Higher Education	i. up to 20%= 4	04	04	30	Supporting Documents
	ii) No. of students who cleared national Level Examination (CDS, OTA, JAM, NET etc.)	ii. NIL	00			
14.	No. of Co-curricular and Sports Activities organized: i. Inter-University Events (Zonal/National)	i. Inter-University Events- NIL	00	09	25	Supporting Documents
	ii. Inter – College events	ii. Inter College Events -NIL	00			
	iii. Intra college events (Annual Athletic Meet and Cultural Function): a) Fresher Party b) Farewell Party c) Srijan-Yuva Utsav	iii. Intra-college Events- 3x3 =9	09			

15.	Annual Prize Distribution Function Organised : (Yes/ No.)	Yes		10	10	Supporting Documents
16.	College Magazine Published: (Yes/No)	Yes		10	10	Supporting Documents
17.	College website updated regularly or not	Yes		10	10	Supporting Documents
Total				212	280	

3. Infrastructure & Resources (Score 160)

S. No.	Activity	Distribution of Score		Claimed by Institution	Total Score	Web Links
1.	Classrooms Classrooms well maintained = 20	Yes	10	10	10	Supporting Documents
2.	Library Facilities i. Weather adequate print books available Books =7081 Students=783	i. More than 500 books per 100 students	03	25	25	Supporting Documents
	ii. Weather newspaper (minimum 5), magazines (minimum 3) and journals (minimum 3) available	ii. Yes	03			
	iii. Weather access to e-resources available	iii. Yes	03			
	iv. Seating capacity in the library	iv. 10% of students strength	04			
	v. Use of library resources	v. 100 % (optimum)	07			
	vi. Digital library having at 5 computer system with reliable internet	vi. Yes	05			
3.	ICT Facilities: i. No. of interactive panels/virtual classrooms multimedia projectors /k-yan	i. More than 5	05	25	25	Supporting Documents
	ii. % of teachers using ICT facilities	ii. >50%	05			
	iii. No. of students benefitted from ICT facilities	iii. >50%	05			
	iv. Reliable internet connections-leased line/ fibre network/wi fi campus (Yes/No)	iv. Yes	05			
	v. Use of ICT facilities	100% (optimum)	05			
4.	Facilities for Specially-abled Students: i. Ramp/Wheelchairs/ support railing	i. Yes	02	02	4	Supporting Documents
	ii. Separate washroom	ii. No	02			
5.	Sports facilities: i. No. of games/ sports activity conducted	i. Less than 5	04	16	20	Supporting Documents
	ii. Indoor sports facility	ii. Yes	04			
	iii. Adequate sport equipments	iii. Yes	04			
	iv. Gymnasium (operational)	iv. Yes	04			
6.	Auditorium/Hostels/Seminar Hall/Staff quarters	Auditorium	04	10	16	Supporting Documents
		Hostels (Girls)	02			
		Staff quarters	00			
		Seminar Hall	04			
7.	i. Laboratories with adequate equipments according to syllabi	i. Yes	10	20	20	Supporting Documents
	ii. Usage of available lab infrastructure	ii. 100% (optimum)	10			

8.	i. Adequate numbers of computers Student Strength=783 No. of computers=109 Ratio= 7:1	i. One system per 30 students	05	10	10	Supporting Documents
	ii. Usage of computers hardware	ii. 100% (Optimum)	05			
9.	Canteen, Staff room/Faculty room, Space for NCC, NSS, Rangers & Rovers, Examination Room, Medical Care Facilities	2 point each facility (Max. 10)	10	10	10	Supporting Documents
10.	Documentation of Academic, co – curricular and extracurricular activities and achievements of student and staff on regular basis	Yes	20	20	20	Supporting Documents
Total Score				148	160	

4. Institutional Management (Score 220)

S. No.	Activity	Distribution of Score		Claimed by Institution	Total Score	Web Links
1.	Institutional Vision:			18	18	Supporting Documents
	i. Vision Document	i. 6	06			
	ii. Institutional Development Plan	ii. 6	06			
	iii. Plan of Action for Above	iii. 6	06			
2.	IQAC:			10	12	Supporting Documents
	i) No. of meetings per year	i. 4 meetings	06			
	ii) No. of programmes organised (Training, workshops, IPR etc.) a. National Conference b. Popular Science Lecture	ii. 2 per activity	04			
3.	Management of Institutional Fund:			12	16	Supporting Documents
	i) Funds (BF, AF, PTA etc.) used/spent for institutional Development/student welfare	i) Utilized = 86.98 %	08			
	ii) Periodic audit	No	00			
	iii) Settlement of bills/advances within a specified time frame	Yes	04			
4.	Grievances Redressal of Students and Employees			10	10	Supporting Documents
	i) Redressal within week	10				
	ii) Reressal within month					
	iii) No redressal					
5.	Green and Clean Campus:			16	16	Supporting Documents
	i) Green initiatives of institution (at least 3)	6	06			

	ii) Cleanliness in washroom, building/campus	Excellent	10			Documents
6.	Facilities for Students:		03	18	18	Supporting Documents
	i) Common Room for girls	3	03			
	ii) Adequate toilets as per students strength	3	03			
	ii) Sanitary napkin vending machine/incinerator regularly put in use	3	03			
	iii) CSCA room with proper furniture	3	03			
	iv) Student centre for co-curricular activities and its regular usage	3	03			
v) Regular use of playground	3	03				
7.	Regular updation of Service Book/Records	Yes	03	03	3	Supporting Documents
8.	Timely Submission of ACRs	Yes	03	03	3	Supporting Documents
9.	Prompt Response to official correspondence	Yes	05	05	5	Supporting Documents
10.	Proper Maintenance of official records (cash books/stock registers/funds/register/leave records/fine fund etc.)	Yes	10	10	10	Supporting Documents
11.	Proper record of students attendance and CCA	Yes	10	10	10	Supporting Documents
12.	Whether ranked by NIRF	No	0	00	10	
13.	Whether accredited by NAAC	YES; Grade=B	12	12	20	Supporting Documents
14.	Whether AQAR are being submitted as per timeline annually or not	NA	00	00	12	Supporting Documents
15.	Recognition for Exemplary contributions by the staff and students	(4 point each) 4x1=01	04	04	8	Supporting Documents
16.	Involvement of Stake Holders:			20	20	Supporting Documents
	i) PTA	<ul style="list-style-type: none"> • PTA constituted as per norms=1 • PTA supportive= 1 • Significant Contribution of PTA=10 	12			
	ii) OSA	<ul style="list-style-type: none"> • OSA framed as per norms= 1 • Financial Contribution=3 • Non-financial contribution=4 	08			

17.	Feedback by stakeholders other than students and action taken thereon	Yes	04	04	4	Supporting Documents
18.	Annual review meeting on students outcomes in academics, co-curricular, extra-curricular and extension activities and action taken during next academic session for achieving excellence	Yes		25	25	Supporting Documents
Total				180	220	

5. Best Practices, Innovation and Institution Distinctiveness (Score 80)

S. No.	Activity	Distribution of Score		Claimed by Institution	Total Score	Web Links	
1.	Best practices description & outcome of best practices (at least two):	1) Focus on Holistic Development of students	10	20	20	Supporting Documents	
		2) Cleanliness Drives	10				
2.	Special initiatives taken for: i. Energy conservation/use of solar energy	04	04	20	24	Supporting Documents	
	ii. Solid waste segregation/management	04	04				
	iii) Rain water harvesting and its use for gardening and cleanliness	04	04				
	iv) Plastic free campus	04	04				
	v) Blood donation camps	04	00				
	vi) Adoption of village/educational institutions.)	04	04				
3.	Social Impact of Extension activities: (on the basis of community feedback)	Minimum 3 activities: 1. Cleanliness drive at Batal Village. 2. Digital frauds & anti-drugs awareness at Batal Village 3. Road safety awareness campaign for 4. HIV/AIDS awareness activities by Red Ribbon Club of the College		10	10	10	Supporting Documents
4.	Special new innovative initiatives or ideas adopted in the college, (other than at Sr. No. 5.2 above):	1. Certificate Course in Energy Literacy 2. Commencement of Master's Degree Programmes in Hindi and Political Science 3. Enhancement of Intake Capacity for BCA Programme 4. Summer Camp 2025			16	16	Supporting Documents

5.	Collaborations: i. With peer educational/research institutions:	(5 points each) i. 5x2= 10	10	10	10	Supporting Documents
	ii. Other Government Bodies/Industry	ii. NIL	00			
Total				76	80	

6. Faculty Profile and Research Activities (Score100)

S. No.	Activity	Distribution of Score		Claimed by Institution	Total Score	Web Links
1.	% of Teachers with Ph.D.	51-60%	3	03	5	Supporting Documents
2.	Teachers as Research Guides	NIL	0	00	8	
3.	No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and Workshops (one week or more) Attended by Teachers (in last three years)	More than 30% of faculty	10	10	10	Supporting Documents
4.	Projects/ Patents/ Fellowships/ Associateships:	(Max. 10)		00	10	
	i. Major	i. 10	0			
	ii. Minor	ii. 8	0			
	iii. Patents	iii. 10	0			
	iv. Fellowships	iv. 5	0			
v. Associateships	v. 3	0				
5.	No. of Paper Presented in Conferences/ Seminars/ Symposia (in last three years):	(Max.=8 marks)		08	8	Supporting Documents
	i. International (International=06)	i. 2 points per paper presented	12			
	ii. National/ Regional/ State level	ii. 1 point per paper presented				
6.	Seminars, Workshops, Conferences and Trainings organized by the Institution International Level National Level State Level	International=6 National Conference = 4 State =3	04	04	6	Supporting Documents
7.	No. of Paper Published :			20	20	Supporting Documents
	i. UGC Care List Journals= 04	i.5 points per paper (total no. of papers= 04)	20			
	ii. Non-UGC Care List Journals= 01	ii. 2 points per paper				

	iii. Citations	iii. 1 point per 20 citations				
8.	Teacher's Special Innovative Ideas (Brief Description thereof) Following activities are conducted at classroom and college level to make the teaching learning process more interactive and engaging: 1. Remedial Classes 2. Blended Learning 3. Videos related to the concerned topics are shown to the student 4. Mentor-Mentee Classes	05	05	05	5	Supporting Documents
9.	No. of Books Published/ Chapter In Books (No. of books published= 02)	5 points per book and 2 points per chapter	10	10	10	Supporting Documents
10	Teachers Academic and Extension Activities: i. Resource person=02 ii. Member of Board of Studies/ Subjects experts etc. iii. Popular articles	i. 2 points each activity ii. 4 points each activity (Total members=4) iii. 2 points each activity	04 16 00	10	10	Supporting Documents
11	Awards by Recognized Organizations: i. International ii. National iii. State	Max. 8 points from all categories) i. NIL ii. NIL iii. State Award=1	00 00 04	04	8	Supporting Documents
Total				74	100	

7. Miscellaneous (Score 120)

S. No.	Activity	Distribution of Score	Claimed by Institution	Total Score	Web Links
1.	Any other important information not covered above: 1. Self Financing Courses 2. ADD-ON Courses 3. Internship 4. Green Audit 5. National Conference in Hindi	10 Each (Max. 50)	50	50	Supporting Documents
2.	Spot evaluation of institution by the officer from the Directorate of Higher	Yes	20	20	Supporting Documents

	Education/representative of the Director of Higher ducation					
3.	AG Audit paras settled up to date	Yes		05	5	Supporting Documents
4.	Local Audit paras settled up to date	Yes (Reply Submitted)		05	5	
5.	Timeline adhered to in filing reply of court cases/RTI applications/ Public grievances received through Mukhyamantri Seva Sankalp 1100 and Centralized Public Grievance Redress and Monitoring system (CPGRAMS)	Yes		10	10	Supporting Documents
6.	Invited speakers on various themes relevant to holistic development of students	Yes		10	10	Supporting Documents
7.	Skill development training (At least 20% benefitted)	Yes		20	20	Supporting Documents
Total				120	120	

SUMMARY OF SCORES

Sr. No.	Criteria	Score Claimed	Total score
1.	Teaching Learning	123	140
2.	Student Support, Services and Progression	212	280
3.	Infrastructure & Resources	148	160
4.	Institutional Management	180	220
5.	Best Practices, Innovation and Institution Distinctiveness	76	80
6.	Faculty Profile and Research Activities	74	100
7.	Miscellaneous	120	120
Total Score		933	1100



Principal
Govt. Degree College
Ardi, Distt. Solan-H.P