

## Govt. College Sainj, Kullu (175134)

### Self-Assessment Report [SAR]

#### Summary of Scores

<b>Sr. No.</b>	<b>Criteria</b>	<b>Marks Claimed</b>	<b>Total Score</b>
<b>1.</b>	Teaching Learning	89	140
<b>2.</b>	Student Support, Services and Progression	161	280
<b>3.</b>	Infrastructure & Resources	69	160
<b>4.</b>	Institutional Management	131	220
<b>5.</b>	Best Practices, Innovation and Institution Distinctiveness	38	80
<b>6.</b>	Faculty Profile & Research Activities	50	100
<b>7.</b>	Miscellaneous	45	120
	<b>Score</b>	<b>583</b>	<b>1100</b>

## 1. Teaching Learning (Score= 89/140)

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	<b>Mode of Teaching</b>	i. <i>Lecture method only</i> =6 ii. Technology based teaching only or <i>blended learning</i> = 6+6=12 iii. Flipped classroom=8 iv. As per need of different groups of students=5	25	18
2.	<b>Curriculum Planning and Implementation</b>	i. <i>Followed 100%=10</i> 80-99% =8 60-79% = 6 Up to 59% = 4 ii. <i>100% =5</i> 80-99% =4 60-79% = 3 Up to 59% 2 4 iii. 4.0 * No. of enrichment practices observed = 16 o Claiming 04 marks for <i>Industry Visits only.</i> iv. <i>Followed by all the Departments =8</i> 80-99% =6 60-79% = 4 Up to 59% =2 v. <i>Within 7 days =6</i> 8-14 days =3 More than 14 days =Nil	45	33
	i. Teaching Schedule=10 ii. Whether learning outcomes defined= 5 iii. Curriculum enrichment practices (e.g., projects, surveys, educational tours and <i>Industry Visits</i> ) =16 iv. Internal assessment mechanism (Quizzes, class test, presentation, assignments, MTT etc.) =8 v. Prompt communication of assessment/ results to students=6			

3.	<p>Add-on Courses/Certificate Courses</p> <p>i. No of courses (to be specified separately)</p> <p>ii. % of students benefitted (% of students completed MOOCs/spoken Tutorial/NPTEL/Other courses offered by recognised organizations)</p>	<p>i. No. of courses &gt; 5 and students benefitted &gt; 50% = 10+10</p> <p>ii. No. of courses &gt; 3 and students benefitted 41-50% = 7.5+7.5</p> <p>iii. No. of courses &lt; 3 and students benefitted &gt; 31-40% = 5+5</p> <p>iv. No. of courses &lt; 3 and students benefitted up to 30% = 2.5+2.5</p>	20	00
4.	<p><b>Student Feedback (taken from students with 80% attendance)</b></p> <p>i. Sample Size</p> <p>ii. Students' satisfaction</p> <p>iii. Action on feedback</p>	<p>i. &gt;25% = 05, 20-25% = 4, 15-19% = 3, 10-14% = 2, &lt;10% = 1</p> <p>ii. 91-100% = 10, 81-90% = 8; 71-80% = 6; 61-70% = 4; Less than 61% = 0</p> <p>iii. Considered and action taken on <i>do-ables</i> 81-100% = 10; 61-80% = 8; 51-60% = 6; 41-50% = 4</p>	25	21
5.	<p><b>Examination results:</b></p> <p>i. % of students passed</p> <p>ii. % of students with A grade and above</p> <p>iii. No. of students in university merit</p>	<p>i. &gt;81% = 9; 71-80% = 8; 61-70% = 7; 51-60% = 6; 41-50% = 4; 31-40% = 3; &lt;30% = 0</p> <p>ii. &gt;20% with <i>A grade</i> and above = 8; 16-20% = 7; 11-15% = 6; 6-10% = 5; 1-5% = 4</p> <p>iii. HPU/SPU merit list: 1<sup>st</sup>-3<sup>rd</sup> position = 8; 4<sup>th</sup>-10<sup>th</sup> position = 6</p>	25	17

## 2. Student Support, Services and Progression (Score = 161//280)

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	<p><b>Pre and Post Admission Counselling:</b></p> <p>i. Admission schedule, courses available, student intake, eligibility conditions communicated through various media</p> <p>ii. Pre-admission counselling</p> <p>iii. Students 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</p>	<p>i] Publicity through any 3 means=5; <i>Publicity through any 2 means (Fb &amp; website) =3;</i> Publicity through any 1 means=2</p> <p>ii] Yes=10 No=0</p> <p>iii] <i>post-admission counselling/Induction =10</i></p>	25	23
2	<p><b>Scholarships:</b></p> <p>i. Awareness about different scholarships schemes and 100% coverage of all eligible students</p> <p>ii. Scholarships other than Government schemes</p>	<p>i. =5</p> <p>ii. =5</p>	10	05
3.	<p><b>Sports and Cultural activities:</b></p> <p>i. % of students participating in sports activities</p> <p>ii. % of students participating in cultural activity</p> <p>iii. Medal/Trophy won in Sports/Cultural activities</p> <p>a. National/Inter University</p> <p>b. State/Inter college</p> <p>c. District level</p>	<p>i. &gt;20% =10 16-20% =6 11-15% =2</p> <p>ii. &gt;20% =10 16-20% =6 11-15% =2</p> <p>iii.</p> <p>a. 12</p> <p>b. 10</p> <p>c. c. 6</p>	32	20

	<b>4] Students participating in NSS/NCC/ Rangers &amp; Rovers/Clubs:</b>	<i>i.</i> NSS =4 <i>ii.</i> NCC =4 <i>iii.</i> Rangers & Rovers =4 <i>iv.</i> Road Safety =4 <i>v.</i> Red Ribbon / Eco/Youth Red cross /any other club/society=4	20	16	
<b>5.</b>	<b>NSS//NCC/ Rangers &amp; Rovers/Clubs: participating in</b>	<i>i.</i> 10  <i>ii.</i> 7 (either of i or ii)  <i>iii.</i> a) 8 b) 5 c) 3	18	07	
	<b>6. Anti-Drug Awareness Programmes:</b>	<i>i.</i> No. of awareness programmes organised <i>ii.</i> % of students benefitted <i>iii.</i> Counselling of suspected addicts	<i>i.</i> 4 and above =4; 3=3; 2=2; 1=1  <i>ii.</i> More than 50% =4  <i>iii.</i> 2	10	05
<b>7.</b>	<b>Gender Equity:</b>	<i>i.</i> No. of health/sensitization programmes organised <i>ii.</i> % of students benefitted <i>iii.</i> Women anti sexual harassment committee as per norms <i>iv.</i> Grievances Redressal as per timeline	<i>i.</i> 3 and above =3; 2=2; 1=1  <i>ii.</i> More than 20% =3; 11-20%= 2  <i>iii.</i> Yes =2  <i>iv.</i> Yes =2	10	07
<b>8.</b>	<b>Mentor-Mentee Groups: Sessions conducted per group of students</b>	4 and more session =10; 3=8; 2=5; 1=3	10	00	
<b>9.</b>	<b>Coaching for National level competitive examinations/HAS</b>	10	10	00	
<b>10.</b>	<b>Remedial Classes/ Bridge Courses:</b>	<i>i.</i> More than 20% =10 <i>ii.</i> 16-20% = 8 <i>iii.</i> 11-15% = 6 <i>iv.</i> 6-10% = 4	10	10	
	% of students benefitted				

<b>11.</b>	<b>Capacity Building of students:</b>  i. Life skills ( <i>Yoga</i> , Martial Arts, Problem solving, Critical thinking, Decision making, Communication skills, Coping with stress and emotions etc. ii. Language-cum-Graduate attributes Development Programmes	i. =10  ii. =10	20	10
<b>12.</b>	<b>Career Counselling and Placement Cell:</b>  i. No. of Career Counselling Sessions organised for each group of students ii. Number of Placement drives iii. Self-employment Modules organised iv. No. of students benefited	i. More than 5=6; <i>Less than 5 =4</i>  ii. More than 2 =4; <i>Less than 2=2</i>  iii. Yes =4; No= 0  iv. More than 50% =6; <i>Less than 50%= 4</i>	20	10
<b>13.</b>	<b>Student Progressions:</b>  i. % of students opted for Higher education ii. No. of students who cleared National level examinations (IAS, CDS, OTA, JAM, NET) and HAS, A.P. through HPPSC	i] >50% =10; 30-50% =8; 20-30% =6; <i>up to 20% = 4</i>  ii] 5.0 * no. of students - (max. 20 points)	30	09
<b>14.</b>	<b>No. of Co-curricular and Sports Activities organised:</b>  i. Inter-University Events (Zonal/National) ii. Inter-college events iii. Intra-College events (Annual Athlete Meet and Cultural functions)	i] Inter-University events= 10  ii] Inter-College events= 6  iii] <i>Intra-College Events =3 each</i> (Max. 9)	25	09
<b>15.</b>	<b>Annual Prize Distribution function organised:</b>	Yes=10 No=0	10	10
<b>16.</b>	<b>College Magazine Published</b>	Yes=10 No=0	10	10
<b>17.</b>	<b>College Website updated regularly</b>	Yes=10 No=0	10	10

### 3. Infrastructure and Resources (Score = 69/160)

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	<b>Classrooms</b> Class Rooms Well maintained	Yes=10 No=0	10	10
2.	<b>Library Facilities</b>	i. 500 books per hundred students =3; Less than 500 =1  ii. Yes =3 No= 0  iii. Yes =3  iv. 10% or more of the student's strength =4  v. 100% =7 75% =5 50% =3 25%= 1  vi. Yes=5	25	03
3.	<b>ICT Facility:</b>		25	22
	i. No. of Interactive Panels/Virtual classrooms Multimedia Projectors/K-Yan	i] 5 or more = 5; 4= 4; 3= 3; 2=2; 1= 1		
	ii. % of teachers using ICT facilities	ii] >50% =5; <50% =0		
	iii. No. of students benefitted from ICT facilities	iii] >50% =5; <50% =0		
	iv. Internet connections- Leased Line/ Fibre Network/ Wi-fi Campus	iv] Yes= 5  v] 100% =5 75% =4; 50%=3; 25%=2; <25%=0		
	v. Use of ICT facilities			

4.	Facilities for Specially-abled students:  i. Ramps/ Wheel chairs ii. Separate washrooms	i. Yes =2 ii. Yes=2	4	00
5.	<b>Sports Facilities:</b>  i. No. of games/sports activity conducted ii. Indoor sport facilities iii. Adequate sports equipment iv. Gymnasium	i] <i>More than 5=8; Less than 5=4</i> ii] Yes=4  iii] Yes=4 [WHAT'S THE RECORD]  iv] Yes=4	20	12
6.	Auditorium/Hostels/Seminars Hall/ Staff rooms	i] Auditorium =4 ii] Hostels =4 iii] Staff Quarters =4 iv] Seminar Hall= 4	16	00
7.	i] Laboratories with adequate equipment according to syllabi  ii] Usage of lab Infrastructure	i] Yes =10  ii] 100% =10; 75%= 6; 50%= 5; 25%= 3; <25%= 0	20	00
8.	i] Adequate number of computers  ii] Usage of computer hardware	i] One system per 30 students =5; 31-40%=3; 41-50%= 2; More than 50=1  ii] 100% =5; 75%=4; 50%= 2; 25%= 1; <25%= 0	10	00
9.	Canteen, <b>Staff Room</b> , Faculty room, space for NCC, NSS< Rangers & Rovers, Examination room, Medical Care facilities	2 points for each facility (max 10 points)	10	02
10.	<b>Documentation of Academic, Co-curricular activities and achievement of students and staff on regular basis</b>	Yes =20  No=0	20	20



#### 4. Institutional Management (Score= 131/220)

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	<b>Institutional Vision:</b>  i. Vision Document ii. Institutional Development Plan (IDP) iii. Plan of Action for above	6 points each	18	18
2.	<b>IQAC:</b>  i. No of meeting per year ii. No. of programmes organised (training, workshops, IPR)	i] 4 meetings=6; 3 meeting =4  ii] 2 per activity (max. 6)	12	4
3.	<b>Management of Institutional Funds:</b>  i. Funds (BF, AF, PTA etc.) used/ spent for institutional development/ Student welfare ii. Periodic audit iii. Settlement of bills/ advances within a specified time frame	i] Utilized >90% =10; 71-90%= 8; 51-70% =6; 31-50% = 4; < 30%=0  ii] Yes =2  iii] Yes=4	16	14
4.	Grievance Redressal of students and employees:  i. Redressal within week ii. Redressal within months iii. No Redressal	i. 10 ii. 4 iii. Nil	10	10
5.	<b>Green and Clean campus:</b>  i. Green initiative of institution (at least 3) ii. Cleanliness in washrooms/ buildings/ campus	i] 6  ii] Excellent=10 Satisfactory =6 Poor =0	16	06
6.	<b>Facilities for students</b>  i. Common room for girls ii. Adequate toilets as per students' strengths	3 for each facility	18	06

	<p>iii. <i>Sanitary napkin vending machines/incinerators</i> regularly put in use</p> <p>iv. CSCA room with proper furniture</p> <p>v. Students centre for co-curricular activities and its regular usage</p> <p>vi. <i>Regular use of playground</i></p>			
<b>7.</b>	<b>Regular updation of Service Books and Service Records</b>	Yes= 3	3	03
<b>8.</b>	<b>Timely submission of ACRs</b>	Yes= 3	3	03
<b>9.</b>	<b>Prompt response of Official correspondence</b>	Yes= 5	5	05
<b>10.</b>	<b>Proper maintenance of official records (Cash books, Stock registers, Funds register, Leave records, Fine funds)</b>	Yes= 10	10	10
<b>11</b>	<b>Proper record of students' attendance and CCA</b>	Yes = 10	10	10
<b>12.</b>	Whether ranked by NIRF	Yes= 10	10	00
<b>13.</b>	Whether accredited by NAAC	A and above (level 4 or 5) = =20 B+, B++ (level 3) =16 B (level 2) =12 Accredited (Level 1) =10	20	00
<b>14.</b>	Whether AQARs are being submitted timely	Yes= 12	12	00
<b>15</b>	Recognition for Exemplary Contribution of the Staff and students	4 points each	8	00
<b>16.</b>	<b>Involvement of Stakeholders</b>	<i>ij] PTA constituted as per norms= 1</i>	20	13
	<p>i. PTA</p> <ul style="list-style-type: none"> <li>○ PTA supported= 1 [DOCS]</li> <li>○ <i>Significant contribution of PTA =10 [DOCS]</i></li> </ul> <p>ii. OSA</p>	<i>ii] OSA framed as per norms =1</i>		

		<p>Financial contribution per 100 Alumni of Rs. 25000/- per annum =3</p> <ul style="list-style-type: none"> <li>○ Non-financial contribution (Career counselling, talk, interactive session) =4</li> </ul>		
<b>17.</b>	<b>Feedback from Stakeholders</b> other than students and action taken thereon	Yes =4	4	04
<b>18.</b>	<b>Annual Review Meeting</b> on students' outcomes in academics, co-curricular, extracurricular and extension activities and action taken during the academic session	Yes =25	25	25

**5. Best Practices, Innovation and Institution Distinctiveness (Score= 38/80)**

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	<b>Best practices</b> Description & Outcomes of Best Practices (at least two)	10 points per best practice	20	20
2.	<b>Special initiatives taken for:</b>  i. Energy conservation/ use of solar energy  ii. Solid waste  iii. Rain water harvesting and its use for gardening and cleanliness  iv. Plastic free campus  v. Blood donation campus  vi. Adoption of village/ education institution	4 points per initiative	24	04
3.	Social Impact of Extension activities (on the basis of Community Feedback)	<i>Minimum three activities =10</i>  2 activities=8 1 activity= 5	10	10
4.	Special New Innovative initiative OR Ideas adopted in the college (Other than at Sr. No. 5.2 above)	4 points each initiative (max 16)  - smart classroom	16	04
5.	Collaborations:  i. With peers Educations/ Research Institutions  ii. Other Govt. bodies/Industries	5 points each (Max 10 points)	10	00

## 6. Faculty Profile and Research Activities (Score= 50/100)

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	% of teacher with Ph. D	More than 70% =5 61-70% =4 51-60% =3 Less than 50% = 2	5	02
2.	Teachers as Research guides	4 points per research guidance (max 8)	8	00
3.	<b>Number of:</b> <ul style="list-style-type: none"> <li>○ Orientation Programmes,</li> <li>○ Refresher Programmes,</li> <li>○ Faculty Development Programmes and</li> <li>○ Workshop of one week of more attended by teachers (in last three years)</li> </ul>	<i>30 % of faculty =10;</i>  20% of faculty =8 10% of faculty=6; 5% of faculty =4	10	10
4.	Projects/ Patents/ Fellowships/ Associateship  i. Major ii. Minor iii. Patents iv. Fellowships v. Associateship	i. 10 ii. 8 iii. 10 iv. 5 v. 3 (Max 10)	10	00
5.	<b>No. of paper presented in Conference/ Seminars/ Symposia (in last three years):</b>  i. <i>International</i> ii. <i>National/ Regional/ State level</i>	i. 2 points per paper presented  ii. 1 point per paper presented	8	08
6.	<b>Seminars, Workshops, Conference and Trainings organised by the Institution:</b> <ul style="list-style-type: none"> <li>○ <i>International level</i></li> <li>○ National level</li> <li>○ State level</li> </ul>	6 marks 4 marks 3 marks	6	06

<b>7.</b>	<b>No. of Paper published</b>  i. UGC Care list journal ii. Non-UGC Care list journal iii. Citations	i. 5 points per paper (4*5= 20) ii. 2 points per paper iii. 1 point per 20 citations	20	20
<b>8.</b>	Teachers' Special Innovative ideas	5	5	00
<b>9.</b>	No. of Books published/ Chapter in books	5 points per book and 2 point per chapter	10	00
<b>10.</b>	Teacher Academic and Extension Activities:  i. Resource Person ii. Member of Board of studies iii. Popular articles	i. 2 point each activity ii. 4 point each activity iii. 2 point each activity  ○ (Max marks= 10)	10	04
<b>11.</b>	Awards by Recognised and Reputed organisations:  i. International ii. National iii. State	i. 8 ii. 6 iii. 4  (Max marks= 8)	8	00

## 7. Miscellaneous (Score= 45/ 120)

Sr. No.	Activity	Distribution of Scores	Total Score	Score Claimed
1.	<p><b>Any other importance information OR initiatives not covered above e.g.</b></p> <ul style="list-style-type: none"> <li>○ Institution Incubation centre</li> <li>○ R&amp; D-cum-innovation Centre</li> <li>○ Add-on</li> <li>○ B. Voc.</li> <li>○ Self-Finance courses</li> <li>○ Green audit</li> </ul>	<p>10 each</p> <p>(Max 50)</p>	50	00
2.	<b>Spot evaluation of institution</b> by the officers from the Directorate of Higher education	20	20	00
3.	<b>AG Audit</b> paras settled up to date	Yes	05	05
4.	<b>Local Audit</b> Paras settled up to date	Yes	05	00
5.	<b>Timeline adhered</b> to in filing reply of court cases/RTI applications/Public grievances received through <i>Mukhyamantry Seva Sankalp</i> and Centralized Public Grievances Redress and Monitoring System (CPGRAMS)	Yes	10	10
6.	<b>Invited speakers</b> on various themes relevant to holistic development of students	Yes	10	10
7.	<b>Skill Development Training</b> (at least 20% student benefitted)	Yes	20	20