



# GOVERNMENT COLLEGE SEEMA (ROHRU)

District Shimla, Himachal Pradesh – 171207

A NAAC accredited B++ Co – educational Institution

Affiliated to Himachal Pradesh University, Shimla

www.ggcseema.edu.in Email: gcseema-hp@nic.in, gcseemahp@gmail.com Telefax: 01781-240167

No. GCSMA-SAR/767

Date: 22.10.2024

To

✓  
Dr. Lalita Chandan  
Principal GC Theog-cum- Chairperson (Cluster Level Committee)

Subjec: Submission of SAR Report for the Academic Year 2023-24

Madam

In compliance of Letter No. EDN-H(8) A(1)Misc- Rankings of College dated 20.08.2024, an Institutional Self-Assessment Report for the year 2023-24 is being sent herewith in detail for your information and further action please.

(Dr. Lalita Rawat) 22/10/24  
Principal  
Govt. College Seema  
Distt. Shimla H.P.

# SELF ASSESSMENT REPORT

Academic Session: 2023-24



SUBMITTED TO:

✓ Dr. Lalita Chandan  
Principal cum Chairperson  
(Cluster Level Committee)  
Government College Theog

SUBMITTED BY:

(Dr. Lalita Rawat)  
Principal  
Government College Seema (Rohru)  
District-Shimla, H.P. 171207

*Principal*  
*Govt. College Seema*  
*Distt. Shimla H.P.*  
*22/24*

GOVT. COLLEGE SEEMA

ROHRU, SEEMA-171207

(COLLEGE OF EXCELLENCE UNDER SJUMY- 2022)



GOVT. COLLEGE SEEMA  
ROHRU, SEEMA-171207  
(COLLEGE OF EXCELLENCE UNDER SJUMY- 2022)

Date: .....

CERTIFICATE

I, **Dr. Lalita Rawat**, Principal GC Seema, hereby declare that the *SELF ASSESSMENT REPORT (SAR)* submitted by Dr. Anil Chauhan Coordinator SAR for the Ranking of the institution is self-prepared on the basis of record and data available in the college and is being submitted for the ranking of the college for the session 2023-2024.

Activity/ Criteria for SAR	Maximum Score	Claimed Score
1. TEACHING LEARNING	140	124.5
2. Student Support, Services and Progression	280	239
3. Infrastructure and Resources	160	156
4. Institutional Management	220	192
5. Best Practices, Innovation and Institution distinctiveness	80	80
6. Faculty Profile and Research activities	100	96
7. Miscellaneous	120	120
Total Score	1100	1007.5

  
Dr. Anil Chauhan  
Coordinator SAR

  
(Dr. Lalita Rawat)  
Principal

Government College Seema (Rohru)  
District-Shimla, H.P. 171207

22/10  
24

## Self Assessment Report (SAR) 2023-24

### Govt College Seema (Rohru)

#### 1. TEACHING LEARNING = 140

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed	Detailed Description given by the Institution	
1.1	Mode of Teaching	Lecture Methods		6	25	6	Different methods of teaching are used by the institution to motivate students and impart information. These methods include the most popular lecture method blended with ICT. In addition, approaches like flipped classroom are utilised for PG class especially in single faculty department. Along with these approaches of experiential learning, participative learning and problem solving methodology are utilised for developing reflection and analytical skills of students.	
		Technology Based Teaching Only		6		6		
		OR						
		Blending Teaching						
		Flipped Classrooms		8		8		
		As per needs of different groups of students		5		5		
1.2	Curriculum Planning and Implementation (e.g. Displayed on College Website/ Notice Board/ Class groups/ submitted to COE)	Teaching Schedule	100%	10	10	10	The Teaching schedule is strictly followed by the different departments as per Academic Calendar of the college duly verified by the IQAC cell and Dean Studies of the college ensures the implementation of Teaching Schedule.	
			80-99	8				
			60-79	6				
			Upto 59	4				
		Whether Learning Outcomes Defined	100%	5	5	5	The individual Course wise learning outcomes of different departments is submitted to the IQAC and same is also uploaded on the college website.	
			80-99	4				
			60-79	3				
			Upto 59	2				
		Curriculum enrichment practices (e.g. Projects, Surveys, Educational Tours and Industry Visit)	4*Numbers of Enrichments practices observed	16	16	16	16	The Curriculum enrichment practices like projects surveys and educational tours and industrial visits are the integral part of the college curriculum. The various projects and surveys assigned to the students by different departments whereas educational tours are also organised by various departments time to time and the industrial visit is integral part of the curriculum for the students of B.Voc. on semester basis.
			Internal Assessment Mechanism (Quizzes, Class Tests, Presentation, Assignments, MTT etc) (Max. 8)	Followed by all the Departments				
		Above 80%	6					
			60-79 %	4				
			Upto 59%	2				
Prompt Communication of Assessment/ Results to Students	Within 7 days	6	6	6	The IQAC ensures the prompt communication of assessment/ results of the students which includes a tentative schedule for various academic activities including Mid Term Test. The House examination is conducted under the supervision of Controller of House Examination and his committee which communicates the date of House Test and ensures the timely evaluation of answer scripts and display of the results.			
	8 - 14 days	3						
	More to 14 days	NIL						
1.3	ADD - On Course/ Certificate Courses	No. of the courses >5 and students benefited >50%	20	20	12.5	The college has 4 Add on Courses i.e. Fashion Designing, Marketing Management, Functional English and Tourism Management. Apart from this the college is also organizing various short term skill based certificate courses for the session 2023-24. These include a certificate course in Tally essentials, training in Bee Keeping and specialized training on the post harvest of the Horticulture/ agriculture produce of the region. The total number of students benefitted under these certificate courses are 286.		
		No. Of the Courses (To be Specified Separately)	No. of the courses >3 and students benefited 40-50%				15	

		% of the students benefited (% of the students completed MOOCS/Spoken Tutorial/NPTEL/ Other Courses Offered by recognised Organisations	No. of the courses <3 and students benefited 31-40%	10			
			No. of the courses <3 and students benefited Up To 30%	5			
1.4	Student Feedback (Taken From Students with 80% Attendance)	Sample Size	>20%	5	25	25	In accordance with IQAC's guidance, the IT Team developed a student feedback Google Form, achieving participation from over 33% of the college's student body. The analysis indicated that a majority of students were satisfied with the teaching-learning process, support services, infrastructure, and institutional management. Key issues were identified and prioritized based on the feedback. These findings were presented to the Internal Quality Assurance Cell (IQAC) and integrated into the college's annual plan. The implementation of the action plans was strategically aligned with the college's available finances and resources, ensuring that necessary steps were taken to effectively address the identified concerns.
			20-25%	4			
			15-19%	3			
			10-14%	2			
			<10%	1			
		Students Satisfaction	90-100%	10			
			81-90%	8			
			71-80%	6			
			61-70%	4			
			<61%	0			
		Action on feedback	Consider and action taken to doables	10			
			81-100%				
			61-80%	8			
			51-60%	6			
			41-50%	4			
1.5	Examination Results	%of the Students Passed	>81%	9	9	9	More than 81% students passed out
			71-80%	8			NA
			61-70%	7			
			51-60%	6			
			41-50%	4			
			31-40%	3			
			<30%	0			
		% of the students with A grade and Above	>20% with A Grade and above	8	8	8	More than 20% students got A and more than A grade
			16-20%	7			
			11-15%	6			
6-10%	5						
No. of the students in University Merit	1-5%	4			NA		
	HPU/SPU Merit List 1st - 3rd Position	8	8	0			
	4th-10th Position	6					

140

124.5

Claimed marks in Activity/ Criteria 1 = 124.5 from 140.



## 2. Student Support, Services and Progression = 280

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed	Detailed Description given by the Institution
2.1	Pre and Post admission counselling	Admission Schedule, Courses available, Student intake, eligibility conditions communicated through various media.	Publicity through any three means	5	25	5	Publicity through Means 1. Prospectus 2. Notice Board and News paper 3. Social Media (College FB page)
			Publicity through any two means	3			
			Publicity through any one means	2			
		Pre admission Counselling	Yes	10		10	Yes, Committee constituted in Prospectus and office orders issued with schedule of counselling.
			No	0			
iii. Student Oriented about: Institutions, Students Facilities, Library, Introductory Sesion with faculty and staff, Academic Calendar, requirements of credits per course and CCA and oher requirements post admission.	Post admission counselling/ introduction	10	10	10	Yes, 1. Zero Week after last date of admission in which counselling of the students about academic calender, credits, CCA and Examination system 2. Principal address cum orientation programme as per the schedule given in the prospectus		
2.2	Scholarships	Awareness about different Scholarships Schemes and 100% coverage of all eligible students.	Yes	5	10	5	1. Awareness through Notices and by organizing awareness sessions. 2. Through college website 3. Through Prospectus
		Scholarships other than Government Schemes	Yes	5			
			No	0			
2.3	Sports and Cultural activities	% of students participating in sports activities.	> 20%	10	32	10	Out of total strength of 1969, 443 which is 22.6% students participated in different sports activities organized by college and university
			16-20	6			
			11-15	2			
		% of students participating in cultural activities.	> 20%	10		10	Out of total strength of 1969, 505 which is 25.64% students participated in different cultural activities organized by college and university
			16-20	6			
			11-15	2			
		Medal/ Trophy won in Sports/ Cultural activities:	a. National/ Inter University	12		10	Sports = 7 Culture = 4
			b. State / Inter College	10			
			c. District Level (Also includes Cluster Level)	6			
		I. NSS				4	4

2.4	Students participating in NSS/ NCC/ Ranger & rover/ Clubs	ii. NCC		4	20	4	NCC = 106 enrolled	
		iii. Rovers & Rangers		4		4	R & R = 48	
		iv. Road Safety		4		4	Road Safety = 114	
		v. Red Ribbon/ Eco/ Youth Red Cross/ any other club/ Society		4		4	Clubs & Societies = 260	
2.5	NSS/ NCC/ Rangers & Rovers participating in	i. National Camps/ RD Parade	Yes	10	18	10	NSS = 11	
		ii. State camps/ Parade	Yes (either of i. or ii)	7			NSS = 56 NCC = 8 R & R = 39	
		iii. Awards won in these activities	i. National	8		8	R & R = 9	
			ii. State	5			Nil	
			iii. Cluster Level	3			NSS = 1	
2.6	Anti-Drug Awareness Programmes	i. No. of Awareness programmes organized	i. 4 and above	4	10	3	No of awareness drive organized = 3 1. PEHAL by NSS in collaboration with Tehsil Welfare office Rohru 2. Project NISCHAY by R&R 3. Anti Drug Pledge organized by Anti drug committee	
				3				3
				2				2
				1				1
		ii. % of the students benefitted	More than 50%	4		4	Total no of students participated = 1130 %age of students benefitted 57.4	
		iii. Counselling of the suspected addicts	Yes	2		0	No	
							NA	
				NA				
2.7	Gender Equity	i. No. of the Health/ Sensitization programme organized	i. 3 and above	3	10	3	1. HIV/ AIDS sensitization by women cell 2. Lecture on health and Hygiene for boarders of Girls Hostel 3. Routine health checkup of all students by college health centre.	
				2				2
				1				1
		ii. % of the students benefitted	More than 20%	3		3	Total no of students participated = 774. 39% students were benefitted	
		iii. Women Anti sexual harassment committee constituted as per norms	Yes	2		2	Yes	
		iv. Grievances Redressal as per timeline	Yes	2		2	Yes	
							NA	
2.8	Mentor-Mentee Groups	Sessions conducted per group of students	4 and more sessions	10	10	10	4 sessions	
			3 sessions	8				
			2 sessions	5				
			1 session	3				
2.9	Coaching for National Level Competitive Examination/ HAS	Yes	10	10	10	1. Two month civil service coaching for college student by GURU's Academy Rohru 2. Four days coaching classes by Chanakya Academy Rohru		
2.10	Remedial Classes/ Bridge Courses	% of students benefitted	More than 20%	10	10		Nil	
			16-20%	8				
			11-15%	6				
			6-10%	4				
						NA		

2.11	Capacity building of students	Life skills (Yoga, Martial Arts, Problem Solving, Critical Thinking, Decision Making, Effective Communication Skills, Coping with Stress and Emotions etc)		10	20	10	1. Yoga session organized by NSS, Physical Education Dept. and Boys and Girls Hostel 2. Problem solving session organized by GURU's Academy Rohru . 3. Stress management session for NSS students 4. Bee Keeping , Food processing and Mushroom cultivation training / course under UMY 5. Cyber security webinar organized by IQAC 6. Lecture on Financial literacy organized NSS
		Language-Cum-Graduate Attributes development Programmes		10			10
2.12	Career Counselling And Placement Cell	No. of Career Counseling Sessions organised for each group of students	More than 5		20	4	1. Career counselling of students during induction programme/ Principal address 2. Career counselling during coaching for civil service exam by GURU's Academy Rohru 3. Career Counselling for Hostellers by Chanakya Aacademy Rohru 4. Counselling of Girls students by Badu Sahib University
			Less Than 5	4			
		No. of Placement Drives	More than 2	4		4	No. of Placment drives for Retail Management & H&T Students = 3 Offline 1 = Online
			Less Than 2	2			
		Self Employment Modules Organised	Yes	4		4	Rakhies and home decore itmes made from waste material were sold by the students of B.Com and Fashion Designing Dept.
			No	0			
No.of Students Benefitted	More than 50%	6		NA			
	Less Than 50%	4	4	Total No. of students denifited = 813 which is 41.2 %			
2.13	Student Progression	%of students opted for higher education	>50%	10	30	8	Total No. of out going students = 405 No. of students opted for Higher Education = 151, 37.20%
			30-50%	8			
			20-30%	6			
			Up to 20%	4			
		No. of students who cleared National Level Examinations (IAS,CDS,OTA, JAM, NET Etc. and HAS, AP through HPPSC)	S.O * No. of Students	Max. 20 Points		20	No. of students qualified NET = 03 No. of Students appointed as AP's = 7
2.14	No. of Co-Curricular and sports activities organised	Inter- University Events(Zonal/ National)	Inter-University events	10	25	6	Nil
		Inter-College Events	Inter-College Events	6			1. Inter College Youth Festival Group - IV
		Intra-college events(Annual Atheletic Meet and Cultural Functions)	Intra-college events	3 Each (Max.=9)			1. Sports Meet by Physiaci Education Dept. 2. Annual Atheletic Meet 3. Hostel sports meet 4. College Freshers Party 5. Trials for different sports and cultural activities



2.15	Annual Prize Distribution Function Organised	Yes	10	10	10	No
		No	0			
2.16	College Magazine Published	Yes	10	10	10	Yes
		No	0			
2.17	College Website Updated Regularly or Not	Yes	10	10	10	The website of the college is maintained and regularly updated by the College website committee. The website of the college is rendering various facility to the students like online attendance, online admission and other events and information related to various college activities & administrative functions etc. This website is also accessible to the teachers and the stake holders through <a href="https://gpgcseema.edu.in/">https://gpgcseema.edu.in/</a> .
		No	0			
				280	239	Claimed marks in Activity/ Criteria 2 = 239 from 280.

### 3. Infrastructure and Resources = 160

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed	Detailed Description given by the Institution		
3.1	CLASS ROOMS	Classrooms Well Maintained	Yes	10	10	10	ICT enabled class rooms = 06, Labs = 08, Halls = 04 and without ICT classrooms = 10, Hall = 04		
			No	0				NA	
3.2	LIBRARY FACILITIES	Whether adequate print books available	500 books per hundred students	3	25	3	Total Books 16756 are entered in the college library and total students enrolled 1969 during the session		
			Less than 500 Students	1				NA	
		Whether daily Newspapers ( Minimum 5), Magazines ( Minimum 3) and Journal ( Minimum 3) available	Yes	3		3	3	Total 7 newspaper, 11 magazines, 7 journals are available in the library of the college	
			No	0					NA
		Whether access to e - resources available	Yes	3		3	3	In e resource 614 students are enrolled in infibnet and 309 sactive users students are registerd in NDLI CLUB	
			No	0					NA
		Seating Capacity in the Library	10% or more of the student strength	4		4	4	4	The College library divided in the three section , nemely general section, career counselling section and e- resource section, with ample seating space for the students. The general section has a seating capacity of 90 followed by 40 in career counselling section and library has also equiped with computer to provide e - library facility to the 30 students. In addition to above sitting capacity one-one separate room in both the hostel's are available for the reading section with seating capacity of 15 students.
		Usage of Library resources	100%	7		7	7	7	NA
			75%	5					
			50%	3					
			25%	1					
Digital Library having atleast 5 computer systems with internet facility	Yes	5	5	5	The College has a digital library with 12 computer with internet facility				

3.3	ICT Facilities	No. of interactive panel/Virtual classroom multimedia projectors/ K-Yan	YES, more than 5	5	25	5	The College has more than 10 interactive panel installed in different department in the college. The College has also 4 podium equipped with ICT facilities for smart classrooms in the different.
			4	4		NA	
			3	3			
			2	2			
			1	1			
		%age of teachers using ICT facilities	YES >50%	5		5	The 100% of the college teacher are using ICT facilities which includes online attendance , online uploading of CCA, using google classrooms, using ditital library and ICT based teaching and different whats app group of the classes .
			<50%	0		NA	
		No. of students Benefited from ICT facilities	>50%	5		5	The College has fully Wi-Fi campus for the students apart from this the students are also having a facility of online admission and access to the online record of attendance through their individual ID's. The students are also using digital facility of the library.
			<50%	0		NA	
		Internet connection leased lines/fiber network/Wi-Fi campus	Yes	5		5	Fiber Network and WiFi campus
			No	0		NA	
		Use of ICT facilities	YES more than 100%	5		5	100% ICT facility used by the teaching staff as well as students of the college.
75%	4		NA				
50%	3						
25%	2						
<25%	0						
3.4	Facilities for Specially abled students	Ramps/ wheel chair/ supporting railing	Yes	2	4	4	The ground floor of both the Administrative and Science Blocks features ramps with railings to ensure accessibility for students with disabilities. Additionally, separate washrooms designed for their convenience are available in both blocks. These facilities demonstrate our commitment to creating an inclusive and supportive environment for specially - abled students.
		Separate washrooms	Yes	2			
3.5	Sports Facilities	No. of the Games / Sports activity Conducted	More Than 5	8	20	4	NA
			Less than 5	4			The Department of Physical Education conducts four major sports activities i.e. Sports Meet, Annual Atheletic meet, Hostel's sports meet and Trails for different Inter-College games.
		Indoor Sport Facilities	Yes	4			The college offers indoor facilities for students, including badminton courts, table tennis, judo, a shooting range, a gymnasium, wrestling and kabaddi mats, catering to the students of the college.
		Adequate Sport Equipment	Yes	4			The Department of Physical Education is equipped with a comprehensive range of sports equipment for both indoor and outdoor activities, for all inter colleges as well as inter university activities of the sports.
Gymnasium	Yes	4	4	The college features a modern gymnasium, fully operational for both indoor and outdoor fitness activities.			

3.6	Auditorium / Hostels/ Seminar Hall / Staff Quarters	Auditorium	Yes	4	16	4	The college has a well-furnished auditorium with a seating capacity of 999, hosting prestigious cultural and academic events at national and international levels. It also frequently organizes various cultural and theater events at state and national level
		Hostels	Yes ( Two Point for each Hostel)	4		4	The college features two separate SC/ST hostels: one for girls, accommodating 106 students, and one for boys, with a capacity of 95. Both hostels are equipped with solar geysers, solar lights and provide all essential facilities to ensure a comfortable living environment for students.
		Seminar Hall	Yes	4		4	The seminar hall of the college is equipped with interactive panels and cordless microphones for meetings and conferences, accommodating up to 50 persons.
		Staff Quarters	Yes	4		4	The college offers 9 Type 4 quarters for teaching faculty and 4 Type 2 quarters for ministerial staff. Type 4 quarters are well-furnished and conveniently located near the campus.
3.7	Laboratories with adequate equipment according to syllabi  Usage of available lab infrastructure		Yes	10	20	10	The college features six modern laboratories across three floors, equipped for physics, geography, zoology and botany, and chemistry, enhancing hands-on learning.
			100%	10		10	The college's labs are optimally utilized, offering hands-on practical sessions and interactive tutorials, enriching students' understanding and fostering academic growth through a comprehensive, skill-focused educational experience across diverse disciplines.
			75%	6		NA	
			50%	5			
			25%	3			
	< 25%	0					
3.8	Adequate Numbers of Computers		One System per 30 Students	5	10	5	The college has four advanced computer labs with 124 PCs, an E-Resource Centre, and dedicated departmental computers, enhancing practical learning and administrative efficiency through cutting-edge technology and digital resources.
			One System per 40 Students	3		NA	
			One System per 41 - 50 Students	2			
			One System per more than 50 Students	1			
	Usage of Computer Hardware		100%	5	5	5	The college optimally utilizes its computer labs and E-Resource Centre, providing 12 PCs and printing facilities, ensuring students across various departments access extensive digital resources for enhanced academic success.
			75%	4		NA	
			50%	2			
			25%	1			
	< 25%	0					

3.9	Canteen, Staff Room / Faculty Room, Space for NCC, NSS, Rangers and Rovers, Examination Room, Medical Care Facilities		2 Point each facility ( Max. 10)	10	10	10	The college has diverse facilities, including dedicated spaces for NCC and NSS, and rover and rangers a spacious exam hall, faculty cabins, and a canteen, fostering academic excellence and enhancing student and staff well-being.
3.10	Documentation of Academic, co - curricular and extracurricular activities and achievement of students and staff on regular basis			20	20	20	The college rigorously documents academic, co-curricular, and extracurricular achievements, ensuring recognition of progress and excellence. This comprehensive record supports accreditation efforts, reflecting its commitment to holistic education and fostering personal growth within the college community.
					160	156	Claimed marks in Activity/ Criteria 3 = 156 from 160.

#### 4. Institutional Management = 220

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed	Detailed Description given by the Institution
4.1	Institutional Vision	Vision Document		6	18	18	Our college has an institutional vision which is documented in our prospectus and on our college website. The key high light of the vision is to be a leading institute of the region for academic excellence geared towards meeting societal needs and to produce globally competitive graduates of sound ethical standing. Institutional Development Plan (IDP) is mentioned in Annual Report 2023-24 and uploaded on website of the college.
		Institutional Development Plan		6			
		Plan of Action for Above		6			
4.2	IQAC	Nos of Meeting Per Year	4 Meetings	6	12	12	The IQAC conducted eight meetings during the 2023-24 session to ensure overall quality assurance and holistic development, with minutes accurately recorded in the IQAC register. NA Various departments of the college organized training programs and workshops to enhance students' skills and prepare them for competitive opportunities, ensuring they are well-equipped for placements in both public and private sectors. These initiatives were developed and executed with the approval of the IQAC, reflecting the college's commitment to fostering employability and professional readiness among its students.
			3 Meetings	4			
		No of The Programmes Organized ( Trainings, Workshops, IPR, etc.)	2 Per Activitiy	6			



4.3	Management of Institutional Funds	Funds( BF, AF, PTA etc) used/ Spent for Institutional Development/ Student Welfare	Utilized >90% of the Funds collected annually	10	10	16	The management of institutional funds such as the PTA, AF, sports fund, and building fund are crucial for the college's institutional development and student welfare. The college has utilized over 90% of these funds for the session 2023-24.	
			71 - 90%	8				NA
			51 - 70%	6				
			31 - 50%	4				
			<30 %	0				
Periodic Audit	Yes	2	2	The college conducts periodic audits with the assistance of a local audit team to review the institutional financial records for compliance with regulations and overall condition. The most recent local audit, up to 31-03-2018, raised 37 points by the audit department, out of which 27 points have been settled as of February 2024, while the rest are under process. Additionally, the AG department has conducted its audit up to 31-12-2012, and there are no outstanding/ unsettled points from this audit.				
Settlement of the Bills/ Advances within a specified timeframe	Yes	4	4	There is a systematic provision for the settlement of bills and advances taken by different officials within 15 days.				
4.4	Grievance Redressal of Students and Employees	Redressal within Week		10	10	10	Grievances of the students and employees are redressed by the constituted committees or cells appropriately as and when the issue arises. Dean Student Welfare & Dean Studies play an important role in addressing the grievances of the students. Along with this the college office immediately works on examination related or result related grievances of the students. The records of such redressals are available with the college office and Women Cell.	
		Redressal within Month		4				
		No Redressal		0				
4.5	Green and Clean Campus	Green Initiatives of Institute	At Least 3	6	6	10	To implement its "Green Campus and Environment Policy," the college has initiated rainwater harvesting, installed solar panels and water geysers, replaced lights with LEDs, and established bio-toilets. It promotes vermicomposting, manages organic waste, planted 75 cedar trees, and obtained ISO 14001:2015 (An International Standard) certification for its environmental management system.	
		Cleanliness in washrooms, buildings/ Campus	Excellent	10	10		The cleanliness of the washrooms, buildings, and campus is a top priority for our institution. Regular cleaning schedules ensure that all facilities are maintained to the highest standards. Washrooms are cleaned multiple times a day, stocked with essential supplies, and monitored for hygiene. Campus maintenance teams conduct daily inspections, addressing any issues promptly. The surrounding grounds are kept tidy, with waste segregation in place to promote recycling. Student volunteers actively participate in cleanliness drives, fostering a culture of responsibility and care. Our commitment to maintaining a clean and inviting environment enhances the overall experience for students and visitors alike.	
		Satisfactory		6			NA	
Poor		6						



4.6	Facilities for Students	Common Room for Girls	3 for each facility	18	3	18	The college's dedicated common room for female students, equipped with comfortable furnishings and essential amenities, fosters community, relaxation, and academic collaboration, highlighting its commitment to inclusivity and student well-being.
		Adequate Toilets as per students strength			3		The college ensures hygiene and accessibility with well-maintained, separate toilets for girls and boys, including bio-toilets, supporting a comfortable and inclusive campus environment for all students.
		Sanitary Napkin Vending Machine/ Incinerator regularly put in use			3		The college ensures hygiene and accessibility with well-maintained, separate toilets for girls and boys, including bio-toilets, supporting a comfortable and inclusive campus environment for all students.
		CSCA room with proper Furniture			3		The CSCA room on the second floor of the administrative block of the college, fosters collaboration, allowing student leaders to address grievances and enhance community engagement within the college.
		Student Centre for Co - curricular activities and its regular usage			3		The College features a dedicated Student Centre for Co-Curricular Activities, providing a vibrant space for organizations like NSS, NCC, Rangers, Rovers, and various sports teams.
		Regular Use of Playground			3		The College boasts a spacious playground complemented by a well-designed pavilion, accommodating up to 800 spectators. This facility serves as a premier venue for various outdoor sports events, fostering a vibrant athletic culture within the college community.
4.7	Regular Updatation of Service Books/ Service Record	Yes	3	3	3	Regular updatation along with half yearely service book entry is done by the superintendent and duly verified by the Principal.	
4.8	Timely Submission of ACR's	Yes	3	3	3	For the submission of the ACR's time bound notice is circulated among the staff members and after submission of ACR's to the superitendent of the college, ACR's are evaluated by the Principal and sent to the Director of Higher Education.	
4.9	Prompt Response to Official Correspondance	Yes	5	5	5	There is an internal and external mechinism of official correspondance . The varoius officials letters, notifications, directions from the various authorities at external and internal level is putup to the principal by the superitendent and mark by the principal to the concerned officer for action in the time bond manner.	
4.10	Proper Maintenance of Official Records (Cash books/ Stock Registers, Fund Registers, Leave Records, Fine Fund etc)	Yes	10	10	10	There is a proper maintance of official records which includes cash book/ stock register/ fund register and fine fund is with the concern dealing assistant where as leaves records of the individual employee is duely maintan by the superitendent of the college	
4.11	Proper record of Student attendance and CCA	Yes	10	10	10	The Proper record of student attendance and CCA is maintined by the individual teacher and there is an online provision of online attendence of each class. The individual teacher upload the CCA after house exam and the CCA is duly verified by the principal. The annual online attendance maintain by the data operator of the college.	
4.12	Whether ranked by NIRF, other agencies.	Yes	10	10	0	NO	

4.13	Whether Accredited by NAAC		A and above (Level 4 or 5)	20	20	NA	
			B+ and B++ (Level 3)	16		12	Yes accredited by the NAAC for second circle with score of 2.80 on seven point scale at B++ grade w.e.f 16 Sep. 2016
			B (Level 2)	12			
			Accredited (Level 1)	10			
4.14	Whether AQAR are being submitted as per timeline annually or not.		Yes	12	12	12	The AQAR of the Session 2017-18, 2018-19, 2019-20 & 2020-21 have already been submitted to the NAAC. Rest three AQAR's are ready to be uploaded on the NAAC website.
			No	0			NA
4.15	Recognition for exemplary contributions of the staff and students		4 point each	8	8	8	
4.16	Involvement of Stake Holders	PTA	PTA constituted as per norms	1	20	1	The PTA of the College constituted as per norms.
			PTA supportive	1		1	Yes, PTA is supporting in overall development of the college.
			Significant contribution of PTA (enclose documentary proof)	10		10	The Parent-Teacher Association (PTA) is a pivotal body of the college that supports the overall development of academic, extra-curricular, and co-curricular activities. The PTA plays an advisory role in college decision-making and provides financial assistance through the PTA fund to carry out various developmental activities.
		OSA	OSA framed as per norms	1		1	OSA is formed as per norms and is registered under himachal pradesh societies registration act 2006.
			Financial contribution or equivalent (in-kind) per 100 Alumni of Rs 25000/- per annum	3		3	The OSA plays a vital role in securing financial contributions from alumni to support the college. To manage these funds effectively, the association has established a robust financial mechanism that oversees all transactions. The executive body, led by the president, treasurer, diligently maintains detailed records of all financial activities. Both a comprehensive cashbook and passbook are regularly updated to ensure transparency and accuracy. Currently, the association proudly holds over 50,000 rupees in its account, reflecting the commitment and generosity of our alumni community. This financial stewardship not only supports college initiatives but also fosters a lasting connection between alumni and their alma mater.
			Non Financial contribution (Career Counselling, talk, interactive session/ Facilitation in placement of students etc. on regular basis)	4			Apart from financial contributions, the OSA plays a pivotal role in various college activities that promote the overall holistic development of the institution. This includes career counseling sessions for students in need, organized in collaboration with the college's career counseling cell. The OSA also facilitates interactive sessions where alumni, working in diverse fields such as government, non-government organizations, and business, share their success stories with current students. These experiences serve to motivate and guide students in shaping their futures.

4.17	Feedback and stakeholders other than students and action taken thereon		Yes	4	4	4	Under the direction of the Internal Quality Assurance Cell (IQAC), the college IT Team prepared Parents, Teachers & Alumni stake holders feedback Google Form, which received final approval from the IQAC. The feedback was filled by all the teachers, Alumni & Parents. Upon analysis, it was found that the majority of the stake holders expressed satisfaction with the various parameters like Skill based courses, employment opportunities, infrastructure facilities etc From the evaluation of the feedback, several key issues were identified and prioritized. These findings were then presented to the IQAC and integrated into the college's annual plan. The implementation of the action plans was carried out.
4.18	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	25	The Internal Quality Assurance Cell (IQAC) coordinator convened an annual review with the Deans of Arts, Commerce, and Science to enhance academic excellence. The IQAC directed the Deans to implement the annual academic calendar and departmental activities submitted at the session's start. Meetings were held with coordinators of co-curricular, extra-curricular, and extension activities to align their annual calendars with institutional goals. At the end of a session, the IQAC reports on these activities to ensure accountability and continuous improvement. This systematic review process enhances students' educational experiences, promotes academic achievement, and reflects the institution's commitment to high educational standards.
					220	192	Claimed marks in Activity/ Criteria 4 = 192 from 220.

### 5. Best Practices, Innovation and Institution distinctiveness = 80

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed	Detailed Description given by the Institution
5.1	Best Practices Description and outcome of best practices(atleast 2)	1. Successful implementation of NSS through constructive youth engagements in community work 2. Highlighting the elements of freedom struggle, patriotism, culture, conservation and aesthetics through campus modification and beautification.	10 points per best practice	20	20	20	1. NSS Engagement: The NSS unit actively involved 300 volunteers in community service, earning national awards for exemplary work, including a tree plantation drive, blood donation camp, and anti-drug awareness programs, etc 2. Office Automation: The college upgraded its administrative tasks through digital technology, improving efficiency in admissions, attendance, and library management, significantly reducing manpower and paperwork etc
		Energy Conservation/use of solar energy		4		4	The college has made significant strides in energy conservation through the installation of two solar water geysers, serving 200 hostel residents and reducing electricity usage, especially in winter. Additionally, 30 KW solar panels and LED lights are installed throughout the campus, including the new administrative block and pathways, further enhancing energy efficiency and sustainability.

5.2	Special Initiatives taken for	Solid waste segregation/Management	4 points per Initiatives	4	24	4	Govt. College Seema (Rohru) has implemented effective solid waste management through segregation and innovative practices. Waste is categorized using separate bins for organic and plastic waste. Vermicomposting is utilized for dry organic waste, while leftover food is given to local farmers. Bio-toilets enhance sanitation, and plastic waste is creatively repurposed by NSS volunteers for various applications, including flower pots and demonstration gardens.	
		Rain water harvesting and its use for gardening and cleanliness		4		4	The college has established a rainwater harvesting facility with three tanks, h with a total capacity of 1.70 lakh liters. This water is utilized across all buildings and for irrigating plants, effectively addressing drought conditions and promoting cleanliness during water scarcity periods.	
		Plastic free campus		4		4	The college adopted a Green Campus and Environment Policy in 2020 to promote a plastic-free environment. NSS volunteers and Bharat Scouts and Guides have actively engaged in plastic segregation campaigns, raising awareness and managing single-use plastics. Notable initiatives include awareness drives on December 16, 2023, October 7, 2023, and September 21, 2023. An online campaign, "Ek Abhiyaan Plastic ke Khilaaf," ran from November 25 to December 1, 2023, culminating in practical demonstrations for locking single-use plastics in bottles.	
		Blood Donation camps		4		4	NSS unit of the college organized a blood donation camp on 06-03-2024 and need based blood donation is preferred on a call from blood bank Rohru due to limited storage capacity in the blood bank at Rohru based Hospital.	
		Adoption of village/educational institutions		4		4	The college's NSS unit has adopted the villages of Seema, Bijori, and Rantari for community initiatives, collaborating with the Municipal Council of Rohru on cleanliness and plastic awareness. On December 29, 2023, 67 volunteers organized a cleanliness drive at Devta Sahib Gudar, assisting with preparations for the Shaant Mahayajna. Govt Sen. SEc. School Chirgaon, Dalgaon, Adarsh Public School Chirgaon and Bojori were adepoted for Yoga demonstration.	
5.3	Social Impact of extension activities(on the basis of community feedback)	Contribution through swachhta hi seva hai, plastic management, vaccination, need based blood donation voters awareness, tree plantation by NSS and other extension wings has a positive impact on different section of the society	Minimum 3 activities	10	10	10	Through NSS, NCC, and Bharat Scouts & Guides, college students have built strong community ties, especially during the COVID-19 vaccination drive, providing over 200 days of service. Various local organizations, including the Civil Hospital and Election Commission, frequently seek their assistance, highlighting the positive impact of their community engagement.	
				2 activities				8
				1 activity				5
				NA				



5.4	Special new innovative initiatives or Ideas adopted in the college (other than at serial No. 5.2 above)	1. National Anthem is played on PA system 2. ISO certification for standard environment and Management services. 3. College has its own Mahavidyalaya Gaan. 4. Swarnim vatika 5. Campus beautification through sculpture, portrait and plants.	4 point each	16	16	16	The college fosters a strong sense of nationalism and community through various initiatives. 1. The National Anthem is played daily at 9:55 AM, encouraging participation from students and local villagers. 2. The "Mahavidyalaya Gaan," composed by Prof. Chanchal Takur, celebrates the college's virtues and is sung at events to inspire excellence. 3. The Swarnim Pushp Vatika, a golden jubilee garden made from recycled materials, highlights sustainability and was inaugurated by the Governor. 4. campus beautification includes ornamental plants, murals, and inspirational quotes, creating an environment that motivates students to excel academically and contribute to nation-building while honoring local heritage and achievements. 5. ISO certification for standard environment and Management services.
5.5	Collaborations	With Peer Education & Research Group: 1. Pratham Education Foundation 2. P B. Farms 3. Himalayan Research Group 4. Chankyam Coaching Centre Rohru 5. Guru's Academy Rohru		5	10	10	The College has collaborated with the mentioned institution and groups for imparting knowledge and training in Mushroom cultivation, Bee Keeping, post harvest processing and value addition of fruits and vegetables, culture, awareness, tally and accounting, Surveying and general studies
		Other Govt. Bodies/ industry: 1. Nature Urja Pvt. Ltd. 2. Ved Mata Gayatri Jan Kalyan Smiti, Rohru. 3. Nehru Yuva Kendra Sangathan . MC Rohru. 4. Tally SDPI		5			
					80	80	Claimed marks in Activity/ Criteria 5 = 80 from 80.

### 6. Faculty Profile and Research activities = 100

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed	Detailed Description given by the Institution
6.1	% of Teachers with PhD		More Than 70%	5	5	3	The total numbers of teacher with Ph.D 18 out of 31,
			61-70%	4			
			51-60%	3			
			Less than 50%	2			
6.2	Teachers as Research Guides	4 points per Research Guidance (max.=8)		8	8	Two faculty members Dr. Anil Chauhan and Dr. Mahinder Singh, one from department of Public Administration and other one from department of Mathematics Supervising / evaluated Ph.D Thesis.	
6.3	No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and Workshops of One Week or More Attended by Teachers (in last three years)		30% of faculty	10	10	10	Numbers of orientation / Refresher Courses/ FDP/ Workshops/ Training are completed by more than 30% faculty of the college
			20% of faculty	8			
			10% of faculty	6			
			5% of faculty	4			



6.4	Projects/Patents/Fellowships/Associateships:	Major		10	10	10	The Star Project has been sanctioned ₹44 lakhs. Research minor projects have been sanctioned for ₹5 lakhs under SJUMY. The project amount of ₹25,000 has been allocated for each of the 13 different topics, which cover socio-cultural, economic, political, tourism, agriculture, and ethnobotany. These projects are currently in progress.
		Minor		8			
		Patents		10			
		Fellowships		5			
		Associateships		3			
6.5	No. of Paper Presented in Conferences/Seminars/Symposia (in last three years):	International	2 points per paper presented	8	8	8	More than 20 faculty members has presented their research papers at International/ National Level and also attended conferences and trainings organized by the Institution
		National/Regional/State level	1 point per paper presented				
6.6	Seminars, Workshops, Conferences and Trainings organized by the Institution	International Level		6	6	6	The College organized multidisciplinary International conference w.e.f. 13th to 15th November 2021 and IQAC organised one day National Webinar on Cyber Security on 8th dec. 2023. The College was a part of national webinar organised by NIPGR under Star College Scheme of DBT. The College also organised programme on intellectual property right awareness program for students and faculty members on 21st december 2022.
		National Level		4			
		State Level		3			
6.7	No. of Paper Published	UGC Care List Journals	5 points per paper	20	20	20	Five Faculty members Dr Anil Chauhan, Dr Mahinder Singh, Dr. Nitika Dhawan, Mr. Ravi Praksh, and Navneet Bhauta published their research papers in International/ National Referred Journals and UGC care List Journals.
		Non- UGC Care List Journals	2 points per paper				
		Citations	1 points per 20 citations				
6.8	Teachers' special Innovative Ideas (Brief Description thereof)			5	5	5	1. Every morning national anthem is played at 10:00 am to inculcate the nationality among the students and teachers. 2. Special Dress Code for teacher and students 3. Group Insurance for College Students 4. Book Banks 5. Re - cycling of plastic materials by NSS 6. Pushapvatika 7. Free Coaching 8. free Gymnasium 9. Earn while learn
6.9	No. of Books Published/Chapter in Books		5 points per book and 2 points per chapter		10	10	1. Dr. Anil Chauhan published book titled " disasters Management preparedness response, mitigation and rehabilitation" ISBN : 978 - 81 - 946186-1-4, published by Akshita Publisher and Distributer New Delhi 2. Prof. Harish Sanjta published " Role of Dr. Bhim Rao Ramaji Ambedkar in the Constituent Assembly 1956 -50" with ISBN : 978-93-5909-268-3, Satyam Publishing House Delhi 3. Dr. Navneet Bhauta wrote a chapter titled " Samkalin Sahitya mein Krishan Dut Paliwal ka alochana Sandharv" in book titled Samkalin Sahitya with ISBN : 978 - 93-89140-29-3 published by B.K. Offset Delhi 4. Mr. Ravi Prakash wrote a chapter in book titled Mera astitva Kanha hai.


6.10	Teachers Academic and Extension Activities:	Resource Person	2 point each activity	10	10	Dr Ravi Kiran Sharma as a resource person for Rover workshop state level at Rewalsar, Ashwani Sharma resource person for workshop for rovers at Rewalsar. For the state Children Science Congress judge held at NIIT Hamirpur, Dr Digvijay Chauhan invited as a resource person for induction program at Atal Bihari Vajpayee Engineering College Pargti Nagar Shimla, Dr Umesh Narta resource person at HFRI Shimla.	
		Member of Board of Studies/Subject Experts etc.	4 point each activity			Dr Prince Mohan as subject expert at HPU for two days workshop. Dr Hapinder subject expert for the interview for B.Voc. Members of Board of Studies, Dr Ravi kiran sharma, Ashwani Kumar, Dr. Mahinder Singh, Dr Umesh Narta and Dr Digvijay Chauhan, Dr. Hapinder and Mr. Nalin Chaman.	
		Popular Articles	2 point each activity				
6.11	Awards by Recognised & Reputed Organisations:	International		8	8	6	Dr. Ravi Kiran Sharma and Mr. Ashwani Kumar received awards at National/ State levels
		National		6			
		State		4			
				100	96	<b>Claimed marks in Activity/ Criteria 6 = 96 from 100.</b>	


### 7. Miscellaneous = 120

Sr. No.	Activity	Description	Distribution of the Scores	Total Score	Score Claimed	Detailed Description given by the Institution
7.1	Any Other Important Information or initiative not covered above e.g. institution incubation centre, R&D- cum- Innovation centre, B. Voc, Self Finance Courses, Add-On Courses, Internship, OJT, Green Audit,		10 points each (Max. 50)	50	50	<p>1. The Centre for Integrated Mountain Studies has been established to promote research and innovation among teachers and students, with a focus on the Pabbar Valley and the surrounding mountainous areas of Shimla District. This center aims to encourage locally based research that emphasizes culture, social dynamics, scientific inquiry, and indigenous knowledge.</p> <p>2. The B.Voc program, established in 2021-22, offers specializations in Retail Management and Hospitality and Tourism, with 40 seats per course for 2023-24. The curriculum focuses on industry-relevant skills, professional development, hands-on experience, and global perspectives. Both programs bridge academic knowledge and industry needs, preparing graduates to excel in their respective fields with essential managerial and entrepreneurial competencies.</p> <p>3. The college offers three self-financed courses: BCA, BBA, and PGDCA, aimed at providing quality, skill-based education, particularly to rural, semi-rural, and socio-economically disadvantaged students. BCA was established in 2009, PGDCA in 2011, and BBA in 2019. Current enrollment is 24, 28, and 35 students in the 1st, 3rd, and 5th semesters of BCA, totaling 87 students. PGDCA has 27 students, while BBA has 47 students across its 1st, 3rd, and 5th semesters. The primary objective of these courses is to offer job-oriented education and create employment opportunities through campus and off-campus placements in both public and private sectors.</p>

	ACADEMIC AUDIT ETC.					<p>4. The college has 4 Add on Courses i.e. Fashion Designing , Marketing Management, Functional English and Tourism Management. Apart from this the college is also organizing various short term skill based certificate courses for the session 2023-24. These includes a certificate course in Tally essentials, training in Bee Keeping and specialized training on the post harvest of the Horticulture/ agriculture produce of the region. The total number of students benefitted under these certificate courses are 286.</p> <p>5. The Department of B.Voc conducts internships and on-the-job training (OJT) for students in Retail and Hospitality, sending them on industry visits to malls both within and outside the state. The Department of BCA provides internship programs exclusively for 6th-semester students.</p> <p>6. The green audit, energy audit, environmental audit, green energy audit, and academic audit were conducted by an ISO-certified management agency for the 2023-24 session.</p>	
7.2	Spot evaluation of institutions by the officers from the Directorate of Higher Education/ Representative of the Director of Higher Education			20	20	20	Generally, spot evaluations are conducted by this institution at the Seema center, where evaluators from GC Sarswatinagar, GC Tikkar, and GC Nerwa report. However, a representative from the office of the directorate was not present.
7.3	AG Audit paras Settled up to date			5	5	5	The AG department has conducted its audit up to 31-12-2012, and there are no outstanding/ unsettled points from this audit.
7.4	Local Audit paras Settled up to date			5	5	5	The most recent local audit, up to 31-03-2018, raised 37 points by the audit department, out of which 27 points have been settled as of February 2024, while the rest are under process.
7.5	Timeline Adhered to in filing reply of court cases/ RTI applications/ Public Grievances received through Mukhya Mantri Seva Sankalp 1100 and Public grievance redress and Monitoring system.			10	10	10	The superintendent of the college is responsible for responding to court cases, RTI applications, and any public grievances received through Mukhyamantri Seva Sankalp 1100. The college also has a Public Grievance Redressal Cell, which is constituted by the principal, along with a convenor and various members, to address students' and public grievances in a timely manner.
7.6	Invited speakers on various themes relevant to holistic development of students.			10	10	10	The college hosted several distinguished speakers, including Dr. Satyanarayan Snehi on Yashpal, Dr. Dhanesh Kumar Pandey for Ozone Day, and Dr. Mohinder Thakur on animal husbandry. Other notable talks included HIV/AIDS awareness, road safety by DSP Ravinder Negi, and sessions on beekeeping and food processing. These events engaged students and enriched their academic experience throughout the year.

7.7	Skill development training (atleast 20% students benefited)			20	20	20	Various skill development programs were conducted in 2023-24 by the departments of BCA and B.Voc, as well as by HPKVN. These included short-term skill development programs sponsored by HPKVN, such as fashion designing, functional English, and courses for beauticians. The college also organized skill development programs in areas like Tally and beekeeping. In the above programmes more than 20% students were benefitted.
					120	120	Claimed marks in Activity/ Criteria 7 = 120 from 120.

  
 Co-ordinator SAR  
 (Dr. Anil Chauhan)  
 Govt College Seema (Rohru)

  
 (Dr. Lajla Rawat)  
 Principal  
 Government College Seema (Rohru)  
 District-Shimla, H.P. 171207  
