



#### **4. Institutional Management: An Overview 2024-25**

The institution operates on a foundation of visionary governance and strategic foresight, achieving a perfect score in its foundational planning. By harmonizing the Institutional Vision with a concrete Development Plan and a time-bound Plan of Action, the leadership has moved beyond abstract goals to measurable progress. This strategic alignment ensures that every administrative and academic move is intentional, providing a clear roadmap for long-term growth and sustainability.

Central to this success is a robust Internal Quality Assurance System. With the IQAC consistently meeting four times a year and executing diverse training, workshop, and IPR programs, the institution has cultivated a culture of continuous improvement. The timely submission of Annual Quality Assurance Reports (AQAR) further validates a high level of accountability and transparency, ensuring that quality is not just a goal but a standard operating procedure.



**4. Institutional Management = 220 ( Claimed : 202 out of 220)**

Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed
4.1	Institutional Vision	Vision Document		6	18	<b>18</b>
		Institutional Development Plan		6		
		Plan of Action for Above		6		
4.2	IQAC	Nos of Meeting Per Year	4 Meetings	6	12	<b>12</b>
			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	<b>16</b>
			71 - 90%	8		
			51 - 70%	6		
			31 - 50%	4		
			<30 %	0		
		Periodic Audit	Yes	2	2	
		Settlement of the Bills/ Advances within a specified timeframe	Yes	4	4	
4.4	Grievance Redressal of Students and Employees	Redressal within Week		10	10	<b>10</b>
		Redressal within Month		4		
		No Redressal		0		

# RAJA VIRBHADRA SINGH GOVERNMENT COLLEGE SEEMA (ROHRU)



District Shimla, Himachal Pradesh – 171207

**A NAAC accredited B++ Co – educational Institution**

Affiliated to Himachal Pradesh University, Shimla

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Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed
4.5	Green and Clean Campus	Green Initiatives of Institute	At Least 3	6	6	<b>6</b>
		Cleanliness in washrooms, buildings/ Campus	Excellent	10	10	<b>10</b>
			Satisfactory	6		
			Poor	0		
4.6	Facilities for Students	Common Room for Girls	3 for each facility	18	3	<b>18</b>
		Adequate Toilets as per students strength			3	
		Sanitary Napkin Vending Machine/ Incinerator regularly put in use			3	
		CSCA room with proper Furniture			3	
		Student Centre for Co - curricular activities and its regular usage			3	
		Regular Use of Playground			3	
4.7	Regular Updating of Service Books/ Service Record		Yes	3	3	<b>3</b>
4.8	Timely Submission of ACR's		Yes	3	3	<b>3</b>
4.9	Prompt Response to Official Correspondence		Yes	5	5	<b>5</b>
4.10	Proper Maintenance of Official Records (Cash books/ Stock Registers, Fund Registers, Leave Records, Fine Fund etc)		Yes	10	10	<b>10</b>
4.11	Proper record of Student attendance and CCA		Yes	10	10	<b>10</b>
4.12	Whether ranked by NIRF, other agencies.		No	10	10	<b>0</b>
4.13	Whether Accredited by NAAC		A and above (Level 4 or 5)	20	20	<b>NA</b>
			B+ and B++ (Level 3)	16		
			B (Level 2)	12		<b>12</b>
			Accredited (Level 1)	10		<b>NA</b>

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Sr. No.	Activity	Description	Distribution of the Scores		Total Score	Score Claimed
4.14	Whether AQAR are being submitted as per timeline annually or not.		Yes	12	12	12
			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
			PTA supportive	1		1
			Significant contribution of PTA (enclose documentary proof)	10		10
		OSA	OSA framed as per norms	1		1
			Financial contribution or equivalent (in-kind) per 100 Alumni of Rs 25000/- per annum	3		3
			Non Financial contribution (Career Counselling, talk, Interactive session/ Facilitation in placement of students etc. on regular basis)	4		4
4.17	Feedback and stakeholders other than students and action taken thereon		Yes	4	4	4
4.18	Annual review meeting on students outcomes in academics, co-curricular, extracurricular and extension activities and action taken during next academic session for achieving excellence.		Yes	25	25	25
Total					220	202