**No. GCN/(Estt)/2013- 862**

Govt. PG College, Nalagarh

Himachal Pradesh

**Dated Nalagarh, the 23/02/2013**

Prof. H. A. Ranganath

Director

National Assessment and Accreditation Council

P.O. Box No. 1075

Nagarbhavi, Bangalore -560072

Subject : details of activities undertaken during 2011 -12

Sir, Please find enclosed copy of IQAC report for the session 2011 -12 on prescribed format and acknowledge the receipt of the same.

Thanking you

Yours sincerely

Dr. Deepak thakur

(Chairperson, IQAC)

**Name of the Institution**  :. Govt. PG College, Nalagarh

**Year of Report** : AQAR 2011 -12

**Section A: Plan of action chalked out by IQAC in beginning of year for quality enhancement**

IQAC in the first meeting of this session laid emphasis on following points.

1. Remedies to solve water problem in college
2. Alternative source of energy
3. Continuation of feedback system by students and its utilization
4. Better working of website of the college
5. Running of remedial classes and course in communicative english
6. Upliftment of sports infrastructure.
7. Enhancing infrastructural facilities

**Section B: Details in respect of the following**

**1. Activities reflecting the goals and objectives of the institution :**

a) Providing a platform for cultural activities

b) NSS, NCC and Sports activities in full swing

c) Guest lectures are being arranged.

d) Participation of Lecturers in seminars.

e) Encouragement for students to participate in Debates, Quiz programmes Essay Contests etc.

f) Placement cell making efforts to register commendable progress

g) Communicative English programme for Personality Development of students

h) Active participation of Lecturers as members of BOS, panel of examiners & paper setters.

**2. New academic programmes initiated (UG and PG) :** Nil

**3. Innovations in curricular design and transaction :**

1. Gurmit Singh, Associate Prof. in Music (Vocal) acting as member of BOS of HP University Shimla.
2. Dr. Kamlesh Saryal, Associate Prof. in Music (Instrumental) acting as member of BOS of HP University Shimla.

**4. Inter-disciplinary programmes started :** Nil

**5. Examination reforms implemented :**

House examination was conducted exactly on University examination pattern. Teachers of different faculties conduct class tests which are of utmost importance for timely revision of syllabi.

**6. Candidates qualified: NET/SLET/GATE etc.** : Nil

**7. Initiative towards faculty development programme :**

a) Dr. Anil Sharma, Prof. Meenakshi Sharma, Prof. Kusum Kalia and Prof. Anupama Pathak attended refresher course in Women Studies and Development at Panjab University Chandigarh.

b)Prof. Anupama Pathak attended a refresher course in Informational Technology held at Panjab University Chandigarh.

c)Ms.Neelam Kaushal (Librarian) attended a three day national conference on Transformation of Agricultural Libraries in Collaborative Era held at Dr. Y.S. Parmar University of Horticulture and Forestry, Solan.

d)Prof. Kusum Kalia and Prof. Shipra Sood attended a seminar in English at Panjab University Chandigarh.

e)Prof. Meenakshi Sharma attended a Refresher course in Economics at Panjab University Chandigarh.

**8. Seminars/workshops/talks/days celebrated/ conducted :**

**a)** Hindi Divas was celebrated on 14th September 2011. Students participated in slogan writing and poetry recitation. Dimple (BA I), Vandana (BA III) and Poonam (BA I)were declared 1st, 2nd and 3rd respectively.

**b)** World Food Day was celebrated on 18th October 2011. A declamation contest was held at Solan and Savitri bagged consolation prize.

**c)** Hindi Sahitya Parishad headed by Dr. Anita Thakur, organized a story writing competition on 14th February 2012. Manu Thakur (BCA II), Rekha Kumari (BAIII) and Ankita and Mr. Govind Thakur (BCA II) were adjudged 1st, 2nd and 3rd respectively.

**d)** Environment society was set up in the college on 25th July 2011.On this Occasion, Prof. Manoj Tyagi of Swaraj Vidyapeeth, Allahabad gave a talk on saving energy and its threat to environment.

**e**) Environment day was celebrated on 8th August, 2011by planting 200 plants and trees in and around college campus. The Environment club also donated agricultural implements and dustbins worth Rs.20,000/- to the college. The club also donated 40 potted plants to the college.

**f)**World ozone week was celebrated by the Environment club by organising a poster making competition on 17th September, 2011.

**g)**Women cell organized a seminar on Health and Hygiene and Female Foeticide on 18th November 2011.A team of doctors visited the college and talked to girl students about health and hygiene and female foeticide.

**h)**A talk on “Stress Management” by Principal of college Dr. Deepak Thakur was given on 12th Feb 2012 and organized by Youth Red Cross Society.

**i)**Red Ribbon Club arranged a talk on HIV/AIDS in the college on 25th August 2011. Poster making and declamation contest were organized on 13th February 2012.The winners of contest were given cash prizes.

**9. Research projects a) Ongoing; b) Completed :** 2 ongoing research projects

a) Dr. K.C. Mahant of Deptt. of Botany is working on “Study of Orchid Diversity in Himachal Prdesh with a particular reference to Kasauli Hills and Propagation of two Threatened and Medicinally Important Orchids through Tissue Culture”. Total grant worth Rs. 8,28,800/- has been allocated for the major UGC project.

b) Prof. Neelkant Sharma is working on “Study of allelopathic Potential of Pinus roxburghil Sarg and its possible application in weed and invasive exotic plant management”. Total grant of worth Rs. 1,20,000/- has been allocated for the project under minor UGC Project.

**10. Patents generated, if any :** Nil

**11. New collaborative research programmes :** Nil

**12. Research grants received from various agencies :**

Research grant has been received from UGC for the major and minor research projects mentioned at serial no. 9.

**13. Details of research scholars :**

Vinay Kumar is only research scholar who is working as JRF in major research project with Dr. K.C. Mahant.

**14. Honours/Awards to the faculty: National and International :** Nil

**15. Internal resources generated :**

Fees is collected from students of BCA and PGDCA departments which are professional courses.

**16. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes :** Nil

**17. Community services (NSS), NCC and Rovers and Rangers :**

To inculcate sense of social responsibility and service to community among students, the College is running one NSS unit. NSS is an institutional arrangement that infuses values in students to be useful to society while also being able to face the rigours and vicissitudes of life. Prof. Satwinder Singh, programme officer of NSS has provided exemplary leadership of this unit. In direction of instilling in students a sense of responsibility and duty to society, the following activities were undertaken :

1. The unit organized two ‘one day’ camps in August 2011 and October 2011. During this camp volunteers cleaned the college campus.
2. The unit also organized ‘Seven days’ special NSS camp from 18th January 2012 to 24th January 2012. Dr. Ajit Pal Jain, a renowned educationists and social worker, inaugurated the seven day camp and donated Rs. 3100/- to the unit. During this camp, many activities for beautification of campus were undertaken.
3. Kuldeep Singh (BA III) and Rekha Jain (BA III) were declared as best leaders and Anwar Khan (BA III), Vishal (B.ComII), Anchal (BAIII) and Preeti (BA III) were adjudged the best NSS volunteers.

It is undeniable fact that in almost all college activities, NSS volunteers extend their help in making every event of college a success. Without their support, the youth festival group I, that was organized in the college this year, would not have been such a success.

**NCC (Boys and Girls Unit)** : 110 boys and 110 girls cadets have been enrolled during the session 2011-12. Achievement of these cadets have been noteworthy too :

Boys unit :

1. 3 cadets were selected for the Republic Day Camp (RDC) out of which 1 cadet U.O. Jasveer Singh participated in the Republic Day Parade at Rajpath, New Delhi on 26th January, 2012.
2. 4 cadets were selected for Thal Sena Camp (TSC). 2 of them, S.U.O. Vishal and U.O. Govind Thakur were selected by the Chandigarh Directorate to participate in New Delhi. S.U.O. Vishal won a bronze medal in health and hygiene and U.O. Govind Thakur won a bronze medal in tent pithing.
3. 42 cadets participated in various events in CATC2 and were declared the overall champions. Cadet Satish Kumar was declared the best shooter.
4. 14 cadets participated in ATC.
5. Cadets also organized Jan Chetna Rally on the occasion of NCC day.

Girls Unit :

1. 2 cadets, Mamta and Nidhi, were selected for Republic Day Camp.
2. Cadet Amanjot Kaur won gold and bronze medal in All India Shooting Competition.
3. 15 cadets participated in trekking guard of honour camp held at Palampur and 5 in TSC camp.
4. 72 cadets were selected for the CATC camp in which the cadets won 16 medals. They also got overall trophy.
5. Jan Chetna Rally was organized on the occasion of NCC day.
6. 22 girls passed BEE examination and 17 cadets passed CEE certificate examination.

**Rovers and Rangers :**

It is in keeping with the spirit of fostering international brotherhood that Rovers and Rangers unit has been established in the college under the leadership of Prof. Kuldeep Singh and Prof. Anita. It has disaster management on top of its agenda. For carrying on the related activities, 37 students were enrolled during the session, 2011-12.Two rangers and two rovers were selected for participation in a state level rally for “Centenary Celebration of Girl- Guides in India” held at Chamba from 20th to 24th October, 2011.

**18. Teachers and officers newly recruited :**

Parents play participatory role in making education meaningful and are stakeholder in the education system. During this session Mr. Nand Kishore acted as PTA President and following members of teaching and non teaching staff were selected to run college smoothly. Ms. Deepika and Ms. Sandeepika were appointed to teach political science, Mr. Sukhdarshan as clerk, Mr. Ashish Kumar as Computer Operator, Mr. Kamal Kishore as Library Assistant and Mr. Amrit Lal as sweeper for this session.

**19. Teaching and non-teaching staff ratio:**2:1

**20. Improvements in the library services :**

**Computerization of library has already been started. The objective behind this is that computerized cataloguing of books make possible quick access and location of books. SOUL 2 library – software has been installed and work on it has already been started. Through it, the college will soon be connected with INFLIBNET.**

**To make available the latest updated information to students, the library provides use of internet to students. This facility is free of cost and helps students to access the latest in their subjects and in general awareness.**

**21. New books/journals subscribed and their value** : INFLIBNET provides easy access to best journals of world and books on-line. 981books have been purchased out of UGC fund of Rs.319164 and 5 books have been purchased out of AF of Rs.4024.

**22. Courses in which student assessment of teachers is introduced and the action taken on student feedback :**

**Feedback regarding courses, teachers and college campus was taken on format designed for the purpose. These feedbacks were analyzed and weaker areas will be strengthened accordingly.**

**23. Feedback from stakeholders :**

It is unfortunate to mention that parents who are stakeholder do not participate in large number in the PTA meetings in spite of best efforts to bring them for the same. Feedback from their side can only be initiated once they actively participate in PTA’s activities.

**24. Unit cost of education :** 12,500/- per student per annum

**25. Computerization of administration and the process of admissions and examination results, issue of certificates :**

Fee management and office automation software is used from 2011-2012 and fee counter is totally computerized. It also facilitates access of information regarding biodata of students at click of mouse.

There is access of internet in the college and examination results can be obtained from the HP University website. Use of Internet has also become advantageous to verify roll numbers of candidates who are appearing in annual examination. Since Detail Mark Card is issued by the University, college cannot do much regarding issuance of these.

**26. Increase in the infrastructural facilities :**

In terms of infrastructural development, the college has attained many landmarks. Highlights of the work done during the session are as follows.

1. Seven pipes of water supply were replaced to make the water supply smooth. This has solved perpetual problem of scarcity of water during the summers. The water management and sanitation committee headed by Dr. Rattan Chand has been extremely active in this regard. Toilets of science and arts block that needed urgent repairs were also repaired.
2. New water tank of 20,000 litre capacity got constructed from IPH department. This will permanently solve whatever the shortage of scarcity of water remains.
3. Design of rain water harvesting tank of 1 lac litre capacity has been framed. Amount of Rs. 5,86,000/- has been sanctioned for the scheme and the amount has been deposited with PWD. Once the project is executed, water will be used for cleaning toilets and irrigation of plants and flower beds.
4. Solar lights were fixed in the campus with the collaborated effort of HIMURJA. An amount of Rs. 1,44,124/- was invested in installation of six solar lights. The effort will be to replace other electrical lights with solar lights to make use of alternative source of energy and thus save money being spent on electricity consumption.
5. An Enclosure has been constructed at the entrance of college gate for easy and smooth operation by security guard.
6. Conference hall in the college has become functional from this session which is real asset for the college.

**27. Technology upgradation (Computer and internet access and training to teachers, non-teaching staff and students) :**

Keeping in view of pivotal role of computers in development of every aspect of society, every department of college has computer as well as Internet accessibility. Open access to computers and internet has infused great enthusiasm in teachers as well as non teaching staff.

To encourage students to use computers and internet two computers have been kept in library exclusively for students and they are encouraged to use computers and internet in their free periods.

**28. Financial aid to students :**

Maintaining this healthy practice scholarships are given to deserving students in each academic session and simultaneously financial help is rendered by teachers on the basis of merit. Teachers of this college are concerned about the students is reflected by the fact that they even distribute books to needy students. Book bank facility will be started to make it more systematic and efficient.

**29. Activities and support from the Alumni Association :**

Old students association although not very active but still play important role in development of institute.

**30. Activities and support from the Parent-Teacher Association**

The PTA initially started functioning in the college in the year 2004. Annual elections are held regularly and the office – bearers played their active role effectively during the session 2011-2012. Presently, the PTA is spending Rs. 52800/- per month on salaries of various teaching and non – teaching staff.

**31. Health services :**

A medical dispensary is running with necessary things for first aid under the charge of girl pharmacist.

**32. Performance in sports activities :**

Under the dynamic leadership of Dr. Kuldeep Singh sports department of college has earned many laurels to its credits.

In HP University Inter College Kabaddi Championship, the team of college secured runners-up position. Two Kabaddi players Abhindan Chandel and Mann Singh represented HPU Inter-varsity Championship held at Horticulture and Forestry University Nauni, Solan.

Besides, the following students bagged medals in individual events. In Inter – College Athletics Championship held at Govt. College Mandi, Nishant Mehta of our college won silver medal in High Jump. In Inter – College Wrestling Championship held at Govt. College Indora, Mahesh Kumar won Bronze medal in Judo Championship held at HPU Shimla. In Inter – college Boxing Championship held at Govt college Kullu, Bhawna Thakur and Geeta Devi won Bronze medals.

A college level Table Tennis Championship was also organized in which 30 students participated. Ashish won the Championship.

**33. Incentives to outstanding sportspersons/Development of sports infrastructure :**

To infuse sports culture in the institution and to channelize energy in right direction sports department of college has taken certain steps to strengthen its infrastructure.

A basketball court was completed with an expenditure of Rs. 3.90 lacs and facility for cricket net practice has been made available to students.

A 12 station gym and a manual jogger were purchased and installed with the help of Grant in Aid of Rs. 2,30,500/-.

A judo mat was purchased with the help of Grant in Aid of Rs. 2,33,100/-. Effort is also being made to get sanction of budget for Kabbadi mats. The purpose is to make sports facilities available to students so that their energies may be channelized positively.

**34. Student achievements and awards :**

Multifarious activities that ensure involvement of students continued to be organized throughout session. The objective was to encourage students’ participation in extracurricular activities for their holistic development of personality.

1. Group I activities (Debate, Declamation, Rangoli, On the spot painting, Collage making, Cartoon making, Poster making and Clay modelling) were held at our college from 20th to 23rd September 2011. Savitri and Anuradha of our college were declared highly recommended in debate. Gobind Thakur of BCA II was declared recommended in Declamation. Rangoli of our college was declared as highly recommended. Our college exhibited Indian culture at the HPU Youth Festival III (Dance) and left behind memory of their brilliant performance in the minds of discerning audience.
2. Paintings of Parneet Kaur (B.Com III), Akshita Negi (B. Com I) and Rajani (B.Com I) were forwarded for Dev Bhumi International Painting Competition organized by Charu Castle Foundation, shimla.

**35. Guidance/Counselling Unit /Placement services provided to students** :

The cell enters into contact with various companies and agencies and arranges interactive sessions so that the students. The college spares no effort for those students who have passed out so that they may be given some work in college itself. Two students, Ashish and Kamal are working as computer operators. The work of students information data entry was outsourced to BCA students on payment.

**36. Development programmes for non-teaching staff :** Nil

**37. Good practices of the institution :**

Annual teaching plan are submitted by each teacher of the college. Sports department of the college holds athletic meet in each session and in this session around 250 students participated in various events. Nishant Mehta and Vandana Devi were adjudged best athlete in the category of men and women respectively for the session 2011 -2012.

As healthy practice in the college orientation courses of NCC, NSS and regarding library are held in the beginning of each academic session to motivate students to join NCC, NSS and to make them aware of functioning of library.

College magazine entitled “PARBAT REKHA” is published in each session. Students give their articles enthusiastically for magazine and it provides a platform at initial level for students to grow their skills.

All relevant information regarding students and college are uploaded time to time on the website “gcnalagarh.com”. It is matter of pride that local public is being benefitted through such technological advancement.

**38. Linkages developed with National/ International, academic/research bodies :** Nil

**Section C: Outcomes achieved by the end of the year**

Infrastructural development especially in sports, for solving water problems ; continuation of remedial courses, NET/SET preparation, permanent recruitment of security guard and construction of small enclosure for him at entrance, active participation of NSS, NCC and Rangers and Rovers and various talks by distinguished person were some important achievement of this session.

**Section D: Plans of the HEI for the next year**

There is urgent need of garden in the college and college has plenty of space which can be used for this purpose. Govt. College Nalagarh is being selected to be a community college in Himachal Pradesh due to in vicinity of industrial area and if this becomes functional as community college it will be provide great opportunity for us to develop it in totality.

Construction work of Principal’s residence is in progress in college campus and hopefully this residence will be ready in next session.

There is much to achieve in domain of material and mind and probably entire team of this institution will strive ever to move in direction of best.

(Dr. Anuj Kumar Sawhney) (Dr. Deepak Thakur)

Director/Coordinator, IQAC Chairperson, IQAC