

BABA KANSHI RAM GOVERNMENT COLLEGE

DADASIBA DISTRICT KANGRA HP-177106

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SELF ASSESSMENT REPORT (SAR) FOR SESSION:

2024-2025

CRITERION 1: TEACHING LEARNING

Sr. No.	Activity	Distribution of Scores	Response	Score claimed	Pro of
1	Mode of Teaching	i. Lecture method only =6	Yes	6	
		ii. Technology based teaching only=6 (6+6=12) Or Blended teaching =12	Yes	6	
		iii. Flipped Classroom =8	Yes	8	
		iv. As per need of different groups of students =5	Yes	5	
		Maximum Score=25	Score Claimed	25	
2	Curriculum Planning and Implementation	i. Teaching Schedule	Followed up to 100%	10	
		ii. Whether Learning outcomes defined	100%	05	
		iv. Internal Assessment Mechanism	Followed by all departments	08	
		v. Prompt communication of the assessment/results to students	Within 7 days	06	
		Maximum Score=45	Score Claimed	29	

3	Add-on Course/Certificate Courses	No. of courses (to be specified separately)	Nil	Nil	
		ii. % of students benefitted (% of students completed MOOCs/spokenTutorial/NPTEL/ Other courses offered by recognized organisations)	Nil	Nil	
		Maximum Score=20	Score Claimed	0	
4	Student Feedback	i. Sample Size	Yes More than 25%	05	
		i. Student satisfaction	Yes 91-100%	10	
		i. Action on Feedback		04	
		Maximum Score=25	Score Claimed	19	
5	Examination Results	i.% of students passed	Above 81%	09	
		ii. % of students with A grade and above	More than 20%	08	
		iii. No. of student in University Merit	2 students	8	
		Maximum Score=25	Score Claimed	25	
		Maximum Score in Criterion-I = 140	Total Score Claimed in Criterion-I	98	

File Description	Document Link
CRITERION 1: TEACHING LEARNING – Supporting Document	View Document

CRITERION 2.STUDENT-SUPPORT, SERVICES & PROGRESSION

Sr.No.	Activity	Response Claimed by the HEI	(Marks Claimed)
1	Pre and Post Admission Counseling:		

<i>I</i>	Admission Schedule, Courses Available	i-Publicity through website, whats up groups and social media HPU scheduled attached	05
	Students Intake		
	Eligibility conditions communicated through various Media		
<i>II</i>	Pre-admission counseling	Yes	10
<i>III</i>	Student oriented about: Institutions	HPU scheduled attached	10

	Students Facilities	Yes	
	Library		
	Introductory Session with Faculty and Staff		
	Academic Calendar		
	Requirement of Credits per course and CCA		
	Other Requirement post admission		
Total		25 marks	
2	Scholarship		
<i>i</i>	Awareness about Different Scholarship Schemes and 100% coverage of all eligible students	Yes(Through Flex and social media platform, whats up groups)	05
<i>ii</i>	Scholarship other than Government Schemes	Nil	

Total		05 marks	
3	Sports and Cultural Activities:		
<i>I</i>	% of Students Participating in Sports Activity	Yes (10 marks)	10
<i>ii</i>	%of Students Participating in Cultural Activity	Yes (10 marks)	10
<i>III</i>	Medal/Trophy won in Sports/Cultural Activity	Nil	
	<i>a. National /Inter-University Level</i>	Nil	
	<i>b .State/Inter-College Level</i>		
	<i>b. District Level or Cluster Level</i>		
Total		20 marks	
Maximum Score in Criterion-2=		Total Claimed marks=20	
4	Students Participating in NSS/NCC/ Rangers & Rovers/ Clubs:	Session:-2024-2025 1. NSS -97 2. Red ribbon club-40	08
5	NSS/NCC/Rangers& Rovers: Participating in 1. National camps/ RD Parade 2. State camps/Parade 3. Award won in the activities a. National	NIL	0

	b. State c. Cluster level		
6	Anti Drug Awareness Programmes: 1. No. of awareness programmes organized 2. % of students benefitted 3. Counseling of suspected addicts	I) 01 II) 60%	05
7	Gender Equity: 1. No. of health /sensitization programmes organized 2. % of students benefitted 3. Women anti sexual harassment committee constituted as performs Grievances Redress alas per timeline	Yes	08
8	Mentor-mentee Groups: Sessions conducted per group of students	Yes	10
9	Coaching for National level Competitive examination /HAS	NIL	0
10	Remedial Classes/ Bridge Courses: % of students benefitted	NIL	0
11	Capacity Building of Students: i. Life Skills (Yoga, Martial Arts, Problem solving, Critical thinking, Decision making,	YES	20

	Effective communication skills, coping with stress and emotions etc.)		
12	Career counseling & Placement Cell: 1. No. of Career counseling sessions organized for each group of student 2. Number of placement drives 3. Self employment modules organized No. of students benefitted	Yes	06
13	Student Progression: i. % of Students opted for Higher Education ii. No. of students who cleared National Level examination (IAS, CDS, OTA, JAM, NET etc.) and HAS, AP, through HPPSC	20%	04
14	No. of Co-curricular and Sports Activities organized: 1. Inter-University Events (Zonal/ National) 2. Inter-College events 3. Intra-College Events (Annual athletic meet and	2)Kabaddi 3)Cultural Function ,Sports, Aids Day ,NSS Day	15
15	Annual Prize Distribution Function Organized (Yes/No)	Yes	10
16	College Magazine Published: (Yes/No)	Yes	10

17	College website updated regularly or not	Yes	10
	TOTAL		154

File Description	Document Link
CRITERION 2. STUDENT-SUPPORT ,SERVICES &PROGRESSION	<u>View Document</u>

3.

INFRASTRUCTURE & RESOURCES

Sr. No.	Activity	Distribution of Scores	Score Claimed	Exposure/ Supp. Doc./ Remarks
3.1	Classrooms Well-maintained classrooms with modern amenities like projectors and smart screens.	Yes	10	Well-maintained Classrooms with modern facilities, including projectors and smart screens.

<p>3.2</p>	<p>Library Facilities</p> <p>Whether adequate print books available</p> <p>Whether newspaper, magazines and journals available</p> <p>i. Whether access to e-resources available</p> <p>Seating Capacity in the Library</p> <p>v. Use of library resources</p> <p>vi. Digital Library having at least 5 computer systems with reliable internet.</p> <p>i. (A well-stocked library with over 40,000 books, journals.)</p>	<p>i. 500 books per hundred students = 3;</p> <p>Less than 500 = 1</p> <p>i. Yes = 3; No = 0</p> <p>Yes = 3</p> <p>10% or more of student strength = 4</p> <p>v. 100% = 7;</p> <p>75% = 5;</p> <p>50% = 3;</p> <p>25% = 1</p> <p>i. Yes = 5</p>	<p>25</p>	<p>A well-stocked library with access to e-resources, periodicals and newspapers. Available for student use.</p>
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3.3	ICT Facilities: No. of Interactive Panels/ Virtual Classrooms Multimedia Projectors/K- Yan i. % of teachers using ICT facilities No. of students benefitted from ICT facilities Reliable Internet Connections- Leased Line/ Fibre Network/ Wi- Fi campus (Yes/No) v. Use of ICT facilities	5 or more = 5; 4 = 4; 3 = 3; 2 = 2; 1 = 1 i. >50% = 5; <50% = 0 >50% = 5; <50% = 0 Yes = 5 100% = 5; 75% = 4	25	The college has three interactive panels, one projector, high-speed internet, and a fully equipped computer lab.
3.4	Facilities for Specially- abled Students: Ramps/ Wheel chairs/Support railing Separate Washrooms	Yes = 2 Yes = 2	4	Ramps and accessible washrooms
3.5	Sports Facilities: No. of games / sports activity conducted i. Indoor sport facilities Adequate sport equipments Gymnasium (Operational)	More than 5 = 8, Less than 5 = 4 ii. Yes = 4 Yes = 4 Yes = 4	20	The college has facilities for sports.
3.6	Auditorium Hostels/Seminar Hall/Staff Quarters	Auditorium = 4 Hostels = 4 (2 points for each hostel) Staff Quarters = 4 Seminar Hall= 4	04	The college has one Seminar halls for academic engagements

3.7	Laboratories Laboratories with adequate equipment according to syllabi i. Usage of available Lab infrastructure	Yes = 10 100% = 10, 75% = 6, 50% = 5, 25% = 3, <25% = 0	Not applicable
3.8	Computers Adequate numbers of computers Usage of computer hardware	One system per 30 students = 5; 31-40 = 3; 41-50 = 2; More than 50 = 1 i. 100% = 5, 75% = 4, 50% = 2, 25% = 1, <25% = 0	10 Institute has adequate no. of computers for students as well as staff members.
3.9	Other Facilities Canteen, Staff Room, Faculty Room, Space for NCC/NSS, Rangers & Rovers, Examination Room, Medical Care Facilities	2 points per facility (Max = 10)	10 The institute offers well-equipped staff and faculty rooms, NSS and examination facilities, and essential medical care, ensuring a supportive environment for both academic and co-curricular activities
3.10	Documentation of Academic, Co-curricular and Extracurricular Activities	Yes = 20 No = 0	20 The institute systematically documents academic, co-curricular, and extracurricular activities, ensuring accurate records that support evaluation, quality improvement, and future planning for holistic student development.
Total score claimed			128

File Description	Document Link
Criterion 3: Infrastructure & Resources Supporting Documents	View document

4. Institutional Management

S. No.	Activity	Distribution of Scores	Score Claimed	Annexure/ Supp. Doc./ Remarks
4.1	Institutional Vision: Vision Document Institutional Development Plan (IDP) Plan of Action for above	6 points each	18	The college operates with a clear vision, mission, and set goals, with an active role of committees to manage academic and administrative operations.
4.2	IQAC: i.No. of meetings per year No, of programmes organised (Trainings, colls, IFR, etc.)	i.4 meetings = Yes ii.3 meetings = No iii.2 per activity (Max 6)=No	06	
4.3	Management of Institutional Funds: Funds (BF, AF, PTA etc.) used/spent for Institutional Development/student welfare Periodic audit Settlement of bills/advances within a specified time frame	Utilized >90% of funds = 10; 71-90% = 8; 51-70% = 6; 31-50% = 4; <30% = 0 i. Yes = 2 iii. Yes = 4	14	More than 90% utilization of available funds for student welfare and institutional development.
4.4	Grievance Redressal of Students and Employees i.Redressal within week ii.Redressal within month iii.No Redressal	i.10 ii.4 iii.0	14	Efficient redressal system for student and staff grievances, resolved within a week.

4.5	Green and Clean Campus: Green initiatives of institution (at least 3) Cleanliness in washroom, building/campus	i.6 ii.Excellent = 10; Satisfactory = 6; Poor = 0	6	Initiatives such as plastic-free campus.
4.6	Facilities for Students: Common room for girls Adequate toilets as per students' strength Sanitary napkin vending machine/incinerator regularly put in use CSCA room with proper furniture Student centre for co-curricular activities and its regular usage i. Regular use of playground	3 points for each facility	18	The institute offers key student facilities, including a girls' common room, adequate toilets, sanitary napkin vending machine, CSCA room, and a student centre for co-curricular activities, ensuring student comfort and support.
4.7	Regular updation of Service Books/Service Records	Yes = 3	3	The institution maintains up-to-date service books and records for all faculty and staff, ensuring accuracy and compliance with administrative requirements.
4.8	Timely Submission of ACRs	Yes = 3	3	ACRs for all faculty and staff are submitted within the designated timelines, reflecting the institution's commitment to systematic performance evaluation.

4.9	Prompt Response to Official Correspondence	Yes = 5	5	The institution prioritizes professional communication by ensuring prompt responses to all official correspondence, fostering effective stakeholder engagement.
4.10	Proper maintenance of official records (Cash books/Stock registers, Fund Registers, Leave records, Fine fund etc.)	Yes = 10	10	Comprehensive management of essential official records, including cash books, stock registers, fund registers, and leave records, is implemented to uphold transparency and Accountability
4.11	Proper record of students attendance and CCA	Yes = 10	10	The institution systematically records student attendance and CCA
4.12	Whether ranked by NIRF, Other Agencies	No	0	Nil
4.13	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	0	Nil

4.14	Whether AQAR are being submitted as per timeline annually or not	Yes = 12, No = 0	0	Nil
4.15	Recognition for Exemplary Contributions by the Staff and Students	4 points each	8	The institution actively acknowledges and rewards exemplary contributions from both staff and students, promoting a culture of appreciation and motivation.
4.16	Involvement of Stake Holders: PTA OSA	<p>i.</p> <ul style="list-style-type: none"> • PTA constituted as per norms = 1; • PTA supportive = 1; • Significant contribution of PTA = 10 <p>ii.</p> <ul style="list-style-type: none"> • OSA framed as per norms = 1; • Financial contribution or equivalent per 100 alumni of Rs. 25,000/- = 3; • Non-financial contribution (career counselling, placement, etc.) = 4 	2	The PTA and OSA are engaged in institutional development, contributing valuable insights and support to enhance educational outcomes.

4.17	Feedback by Stakeholders other than Students and action taken thereon	Yes = 4	0	Nil
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	The institution conducts annual review meetings to evaluate student outcomes, facilitating strategic discussions and actions aimed at continuous improvement.
Total score claimed			142	

File Description	Document Link
CRITERION 1: INSTITUTIONAL MANAGEMENT – Supporting Document	View document

CRITERION 5: BEST PRACTICES, INNOVATIONS AND INSTITUTIONAL DISTINCTIVENESS

Sr. No	Activity	Distribution of Scores	Response	Score claimed	Pro of
1	<p>Best Practices description and Outcome of Best Practices (at least two)</p>	<p>i. Holding a Job Fair. (10 marks) ii. Raising TB awareness by students in local households (10 marks)</p> <p>Maximum Score=20</p>	Yes	<p align="center">20</p> <p>Score Claimed=20</p>	
2	<p>Special Initiatives taken for:</p> <p>i. Energy Conservation/use of solar energy</p> <p>ii. Solid waste segregation/management</p> <p>iii. Rain water harvesting and its use for gardening and cleanliness</p> <p>iv. Plastic Free Campus</p> <p>v. Blood donation camps</p> <p>vi. Adoption of village/educational institute</p>	<p align="center">Nil</p> <p>Maximum Score=24</p>		<p align="center">00</p> <p>Score Claimed</p>	
3	<p>Social Impact of Extension activities (on</p>	<p>Maximum Score=10</p>	Nil	<p align="center">00</p>	

	the basis of Community Feedback)		Score Claimed=00		
4	Special New Innovative Initiatives or Ideas adopted in the College (other than 5.2 above)	The Students conducted a Nukkad Natak in the marketplace to raise awareness about AIDS. (4 marks) Maximum Score=16	Yes Score Claimed=04	04	
5	Collaborations: i. With peer educational/research institutions ii. Other government bodies/industries	Yes I. Collaboration with Nehru Yuva Kendra (05 marks) Maximum Score=10		Score Claimed=05	
Maximum Score in Criterion-V = 80			Total Score Claimed in Criterion-V= 29		

File Description	Document Link
CRITERION 5: BEST PRACTICES – Supporting Document	Best Practices

CRITERION 6: FACULTY PROFILE & RESEARCH ACTIVITIES

Sr. No	Activity	Distribution of Scores	Response	Score claimed
1	% of Teachers with PhD	More than 70% =5 61-70%=4 51-60%=3 Less than 50%=2	Less than 50%	2
2	Teachers as Research Guides	4 Point per research guidance	Nil	-
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 20% of faculty=8 10% of faculty=6 5% of faculty=4	83% of faculty	10
4	Projects/Patents/Fellowships/Associateships	Major=10 Minor=8 Patents=10 Fellowships=5 Associateships=3	Nil	-
5	No. of Paper Presented in Conference/ Seminars/ Symposia (in last three years)	i International (2 points per paper presented) ii National/ Regional/State Level (1 point per paper presented)	8	8
6	Seminars, Workshops, Conference and Training organized by the Institution	i International Level=6 ii National Level=4 iii State Level=3	Nil	-

7	No. of Paper Published	i UGC Care List Journals=5points per paper ii Non-UGC Care List Journal=2 points per paper iii Citations=1point per 20 citation	4	20
8	Teacher's Special Innovative Ideas (Brief description)	-	Nil	-
9	No. of Books Published/Chapter in Books	5 points per book 2 points per chapter	2	4
10	Teachers Academic and Extension Activities	i Resource Person (2 point each activity) ii Member of Board of studies/ Subject experts etc. (4 point each activity) iii Popular articles (2 point each activity)	1	2
11	Awards by Recognized & Reputed Organizations	i. International=8 ii. National=6 iii. State=4	Nil	-
		Maximum Score in Criterion-6 = 100	Total Score Claimed in Criterion 6	46

File Description	Document Link
Criterion 6: FACULTY PROFILE & RESEARCH ACTIVITIES – Supporting Document	View Document

CRITERION 7: MISCELLANEOUS

Sr · No.	Activity	Distribution of Scores	Response	Score claimed	Proof
1	<p>Any other Important Information or Initiative not covered above eg. Institution Incubation Centre,R&D-cu Innovation Centre, B.Voc., Self- Finance Courses ,Add-on Courses ,Internship, OJT,Green Audit ,Academic Audit etc</p>	<p align="center">Maximum Score=50</p>	<p align="center">No</p>	<p align="center">0</p> <p align="center">Score Claimed=0 0</p>	
2	<p>Spot Evaluation of Institutions by the Officers from the Directorate of Higher Education/ Representatives of the Director of Higher Education</p>	<p align="center">Nil</p>		<p align="center">00</p>	
3	<p>AG Audit Paras settled up to date</p>	<p align="center">Maximum Score=05</p>	<p align="center">Nil</p> <p align="center">Score Claimed=0 0</p>	<p align="center">00</p>	

4	Local Audit Paras settled upto date		No	00 00	
		Maximum Score=05	Score Claimed=0 0		
5	Timeline adhered to filing reply of Court Cases/ RTI Applications/ Public Grievances received through Mukhyamantri Seva Sankalp1100 and Centralized Public Grievance Redress And Monitoring System (CPGRAMS)	Yes	RTI replies were disposed off in a timely manner.		
		Maximum Score=10	Score Claimed=10		
06.	Invited Speakers on Various themes relevant to holistic development of students.	Yes	Speakers were invited to inform the students on various relevant issues.		
		Maximum Score=10	Score claimed=10		
07	Skill Development Training (atleast20% Students benefited)	No			
		Maximum Score=120	Score claimed=20		
Maximum Score in Criterion-VII = 120			Total Score Claimed in Criterion-VII= 20		

File Description	Document Link
CRITERION 7: MISCELLENEOUS – Supporting Document	Criterion 7 Supporting Documents

SUMMARY OF SCORES

S.No.	Criteria		Score
1.	Teaching Learning	140	98
2.	Student Support, Services and Progression	280	154
3.	Infrastructure & Resources	160	128
4.	Institutional Management	220	142
5.	Best Practices, Innovations and Institution Distinctiveness	80	29
6.	Faculty Profile & Research Activities	100	46
7	Miscellaneous	120	20
Total Score		1100	617