



SELF ASSESSMENT REPORT (S A R)

Session: 2023-2024



**GOVT. DEGREE COLLEGE
SHAHPUR**

INTERNAL RANKING & GRADING REPORT

GOVERNMENT DEGREE COLLEGE SHAHPUR

For the Academic Session 2023-24

CRITERIA 1: TEACHING LEARNING (SCORE 140)

[Click here for supporting documents](#)

Sr. No.	Activity	Distribution of Scores	Total Score
1.	Mode of teaching		25/25
		Blended teaching = 12	12
		Flipped Classroom = 8	08
		As per need of different groups of students = 5	05
2.	Curriculum Planning and Implementation:		29/45
	i. Teaching schedule = 10	i. Followed 100% = 10	10
			80-99% = 8
			60-79% = 6
			Up to 59% = 4
	ii. Whether learning outcomes defined = 5	ii. 100% = 5	5
			80-99% = 4
			60-79% = 3
			Up to 59% = 2
	iii. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visits) = 16	iii. 4.0x No. of enrichment practices observed = 16	0
	iv. Internal assessment mechanism (quizzes, class test, presentation, assignments, MTT etc.) (Max. 8)	iv. Followed by all the Departments = 8	08
			Above 80% = 6
			60-79% = 4
			Up to 59% = 2

Sr. No.	Activity	Distribution of Scores	Total Score
	v. Prompt communication of assessment/results to students = 6	v. Within 7 Days = 6	06
			8-14 Days = 3
			More than 14 Days = Nil
3.	Add-on Courses/Certificate Courses:		05/20
	i. No. of courses (to be specified separately)	i. No. of courses > 5 and student benefitted > 50% = 10+10	
		ii. No. of courses > 3 and student benefitted 41-50% = 7.5 + 7.5	
		iii. No. of courses < 3 and student benefitted 31-40% = 5+5	
	EEE	iv. No. of courses < 3 and student benefitted up to 30% = 2.5 + 2.5	05

Sr. No.	Activity	Distribution of Scores	Total Score
4	Student Feedback (taken from students with 80% attendance):		22/25
i.	Sample size	>25% = 05, 20-25% = 4, 15-19% = 3, 10-14% = 2, <10% = 1	4
ii.	Students satisfaction	91-100% = 10, 81-90% = 8, 71-80% = 6, 61-70% = 4, Less than 61% = 0	10
iii.	Action on feedback	Considered and action taken on doables: 81-100% = 10, 61-80% = 8, 51-60% = 6, 41-50% = 4	08
5	Examination Results:		15/25
i.	% of Students Passed	>81% = 9, 71-80% = 8, 61-70% = 7, 51-60% = 6, 41-50% = 4, 31-40% = 3, <30% = 0	07
ii.	% of Students with A Grade and Above	>20% = 8, 16-20% = 7, 11-15% = 6, 6-10% = 5, 1-5% = 4	08
iii.	No. of Students in University Merit	HPU/SPU merit list: 1st-3rd position = 8, 4th-10th position = 6	nil

CRITERIA 2: STUDENT SUPPORT, SERVICES AND PROGRESSION (SCORE 280):

[Click here for supporting documents](#)

1	Pre and Post Admission Counselling:		25/25
i.	Admission schedule, courses available, student intake, eligibility conditions communicated through various media	Publicity through any 3 means = 5, Publicity through any 2 means = 3, Publicity through any 1 means = 2	05
ii.	Pre-admission counselling	Yes = 10, No = 0	10
iii.	Student oriented about: Institutions, Students facilities, Library, Introductory session with faculty and staff, Academic calendar, requirements of credits per course and CCA and other requirements post-admission	Post-admission counselling/Induction = 10	10
2	Scholarships:		10/10
i.	Awareness about different Scholarship Schemes and 100% coverage of all eligible students	5	05
ii.	Scholarships other than Government Schemes	5	05
3	Sports and Cultural Activities:		30/32
i.	% of students participating in sports activities	>20% = 10, 16-20% = 6, 11-15% = 2	10
ii.	% of students participating in cultural activities	>20% = 10, 16-20% = 6, 11-15% = 2	10
iii.	Medal/Trophy won in Sports/Cultural activities: a. National/Inter-University, b. State/Inter College, c. District level (also includes cluster level)	a. = 12, b. = 10, c. = 6	10

4. Students Participating in NSS/NCC/Rangers & Rovers/Clubs:

Sr. No.	Activity	Distribution of Scores	Total Score
4.	Students Participating in NSS/NCC/Rangers & Rovers/Clubs:		16/20
	i. NSS = 4		04
	ii. NCC = 4		A/F
	iii. Rangers & Rovers = 4		04
	iv. Road Safety = 4		04
	v. Red Ribbon/Eco/Youth Red Cross/any other club/society = 4		04

5. NSS/NCC/Rangers & Rovers:

Sr. No.	Activity	Distribution of Scores	Total Score
5.	NSS/NCC/Rangers & Rovers participating in:		12/18
	i. National camps/ RD Parade = 10		
	ii. State camps/Parade = 7		07
	iii. Award won in these activities		
		a) National = 8	
		b) State = 5	05
		c) Cluster level = 3	

6. Anti-Drug Awareness Programmes:

Sr. No.	Activity	Distribution of Scores	Total Score
6.	Anti-Drug Awareness Programmes:		8/10
	i. No. of awareness programmes organized	i. 4 and above = 4; 3 = 3; 2 = 2; 1 = 1	4
	ii. % of students benefitted	ii. More than 50% = 4	4
	iii. Counselling of suspected addicts	iii. 2	-

7. Gender Equity:

Sr. No.	Activity	Distribution of Scores	Total Score
7.	Gender Equity:	Annexure 1.7	10/10
	i. No. of health/sensitization programmes organised	i. 3 and above = 3; 2 = 2; 1 = 1	03
	ii. % of students benefitted	ii. More than 20% = 3; 11-20 = 2	03
	iii. Women anti-sexual harassment committee constituted as per norms	iii. Yes = 2	02
	iv. Grievances Redressal as per timeline	iv. Yes = 2	02

8. Mentor-Mentee Groups:

Sr. No.	Activity	Distribution of Scores	Total Score
8.	Mentor-Mentee Groups: Sessions conducted per group of students	4 and more sessions = 10; 3 = 8; 2 = 5; 1 = 3	10/10

9. Coaching for National level competitive examinations/ HAS:

Sr. No.	Activity	Distribution of Scores	Total Score
9.	Coaching for National level competitive examinations/ HAS	10	nil

10. Remedial Classes/Bridge Courses:

Sr. No.	Activity	Distribution of Scores	Total Score
10.	Remedial Classes/Bridge Courses: % of students benefitted	i. More than 20% = 10	
		ii. 16-20 = 8	
		iii. 11-15 = 6	
		iv. 6-10 = 4	4

11. Capacity Building of Students:

Sr. No.	Activity	Distribution of Scores	Total Score
11.	Capacity Building of Students:		20/20
	i. Life Skills (Yoga, Martial Arts, Problem solving, Critical thinking, Decision making, Effective communication skills, coping with stress and emotions etc.)	i. = 10	10
	ii. Language-cum-Graduate attributes Development programmes	ii. = 10	10

12. Career Counselling & Placement Cell:

Sr. No.	Activity	Distribution of Scores	Total Score
12.	Career Counselling & Placement Cell:		06/20
	i. No. of Career Counselling Sessions organised for each group of students	i. More than 5 = 6; less than 5 = 4	06
	ii. Number of Placement Drives	ii. More than 2 = 4; less than 2 = 2	
		iii. Yes = 4; No = 0	
	iv. More than 50% = 6; Less than 50% = 3		
13.	Student Progression		04/30
	i. % of Students opted for Higher Education	>50% = 10; 30-50% = 8; 20-30% = 6; up to 20% = 4	04
	ii. No. of students who cleared National Level exams	5 x no. of students (Max 20 points)	nil
14.	No. of Co-curricular and Sports Activities Organized		9/25
	i. Inter-University Events (Zonal/National)	Inter-University Events = 10	
	ii. Inter-College events	Inter-College events = 6	
	iii. Intra-College Events	Intra-College Events =	09

Sr. No.	Activity	Distribution of Scores	Total Score
		3 each (Max. 9)	
15.	Annual Prize Distribution Function Organized	Yes = 10; No = 0	10
16.	College Magazine Published	Yes = 10; No = 0	10
17.	College website updated regularly or not	Yes = 10; No = 0	10

CRITERIA 3: INFRASTRUCTURE & RESOURCES (SCORE 160):

[Click here for supporting documents](#)

Sr. No.	Activity	Distribution of Scores	Total Score
1.	Classrooms		10/10
	Classroom: well maintained	Yes = 10; No = 0	10
2.	Library Facilities		12/25
	i. Whether adequate print books available	500 books per hundred students = 3; Less than 500 = 1	01
	ii. Whether daily newspapers (min. 5), magazines (min. 3), and journals (min. 3) available	Yes = 3; No = 0	nil
	iii. Whether access to e-resources available	Yes = 3	0
	iv. Seating Capacity in the Library	10% or more of the student strength = 4	04
	v. Usage of library resources	100% = 7; 75% = 5; 50% = 3; 25% = 1	07
	vi. Digital Library having at least 5 computer systems with internet facility	Yes = 5	0
3.	ICT Facilities Annexure 3.3		25/25
	i. No. of Interactive Panels/Virtual Classrooms Multimedia Projectors/K-Yan	5 or more = 5; 4 = 4; 3 = 3; 2 = 2; 1 = 1	05
	ii. % of teachers using ICT facilities	>50% = 5; <50% = 0	05

Sr. No.	Activity	Distribution of Scores	Total Score
	iii. No. of students benefited	>50% = 5; <50% = 0	05
	iv. No. of teachers using ICT facilities	Yes = 5	05
	v. No. of students benefited from ICT	100% = 5; 75% = 4	05

Sr. No.	Category	Criteria	Maximum Points
	ICT Facilities		10/10
	i. ICT Facilities	50% = 3, 25% = 2, <25% = 0	03
	ii. Internet Connections (Leased Line/Fibre/Wi-Fi)	Yes/No Yes = 2, No = 0	02
	iii. Use of ICT Facilities	Yes = 5	05
4	Facilities for Specially-abled Students		4/4
	i. Ramps/Wheelchairs/Support railing	Yes = 2	02
	ii. Separate Washrooms	Yes = 2	02
5	Sports Facilities		12/20
	i. Number of Games/Sports Activities Conducted	More than 5 = 8, Less than 5 = 4	08
	ii. Indoor Sports Facilities	Yes = 4	nil
	iii. Adequate Sports Equipment	Yes = 4	04
	iv. Gymnasium (Operational)	Yes = 4	nil
6	Auditorium/Hostels/Seminar Hall/Staff Quarters		NIL/16
	i. Auditorium	Yes = 4	nil
	ii. Hostels	2 points for each hostel (Max = 4)	nil
	iii. Staff Quarters	Yes = 4	nil
	iv. Seminar Hall	Yes = 4	nil
7	Laboratories		20/20

	i. Laboratories with Adequate Equipment	Yes = 10	10
	ii. Usage of Available Lab Infrastructure	100% = 10, 75% = 6, 50% = 5, 25% = 3, <25% = 0	10
8	Computers		10/10
	i. Adequate Numbers of Computers	One system per 30 students = 5; 31-40 = 3; 41-50 = 2; More than 50 = 1	05
	ii. Usage of Computer Hardware	100% = 5, 75% = 4, 50% = 2, 25% = 1, <25% = 0	05
9	Other Facilities		06/ 10
	Canteen, Staff Room, Faculty Room, Space for NCC/NSS, Rangers & Rovers, Examination Room, Medical Care Facilities	2 points per facility (Max = 10)	06
10	Documentation of Academic, Co-curricular and Extracurricular Activities	Yes = 20, No = 0	20/20

CRITERIA 4: INSTITUTIONAL MANAGEMENT (SCORE 220):

[Click here for supporting documents](#)

1	i. Institutional Vision	6 points each	18/18
	- Vision Document		
	- Institutional Development Plan (IDP)		
	- Plan of Action for Above		

Sr. No.	Category	Criteria	Maximum Points
2	IQAC		10/12
	i. Number of Meetings per Year	4 meetings = 6; 3 meetings = 4	04
	ii. Number of Programmes Organised (Trainings, Workshops, etc.)	2 per activity (Max 6)	06
3	Management of Institutional Funds		14/16
	i. Funds (BF, AF, PTA, etc.) used/spent for Institutional Development/Student Welfare	Utilized >90% of funds = 10; 71-90% = 8; 51-70% = 6; 31-50% = 4; <30% = 0	08
	ii. Periodic Audit	Yes = 2	02
	iii. Settlement of Bills/Advances within a Specified Time	Yes = 4	04
4	Grievance Redressal of Students and Employees		04/10
	i. Redressal within Week	10	
	ii. Redressal within Month	4	
	iii. No Redressal	0	

5	Green and Clean Campus		16/16
	i. Green Initiatives of Institution (At least 3)	Yes = 6	06
	ii. Cleanliness in Washrooms, Buildings, Campus	Excellent = 10; Satisfactory = 6; Poor = 0	10
6	Facilities for Students		15/18
	i. Common Room for Girls	3 points for each facility	3
	ii. Adequate Toilets as per Students' Strength	3	3
	iii. Sanitary Napkin Vending Machine/Incinerator	3	3
	iv. CSCA Room with Proper Furniture	3	3
	v. Student Centre for Co-curricular Activities and Regular Usage	3	-
	vi. Regular Use of Playground	3	3
7	Regular Updation of Service Books/Service Records	Yes = 3	3
8	Timely Submission of ACRs	Yes = 3	3
9	Prompt Response to Official Correspondence	Yes = 5	5
10	Proper Maintenance of Official Records	Yes = 10	10
11	Proper Record of Students' Attendance and CCA	Yes = 10	10
12	Whether Ranked by NIRF, Other Agencies	Yes = 10	nil
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	10/20
14	Whether AQARs are being submitted as per timeline annually or not	Yes = 12, No = 0	12
15	Recognition for Exemplary Contributions of the Staff and Students	4 points each	4
16	Involvement of Stakeholders		12/20
	i. PTA	PTA constituted as per norms = 1; PTA supportive = 1; Significant contribution of PTA = 10	12
	ii. OSA	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	nil -
17	Feedback from Stakeholders other than Students and Action Taken	Yes = 4	NIL
18	Annual Review Meeting on Students' Outcomes (academics, co-curricular, extracurricular, extension activities)	Yes = 25	nil

CRITERIA 5: BEST PRACTICES, INNOVATION, AND INSTITUTION DISTINCTIVENESS (SCORE 80):

[Click here for supporting documents](#)

1	Best Practices Description & Outcome of Best Practices (at least two)	10 points per best practice	20/20
2	Special Initiatives Taken For		12/24
	i. Energy conservation/use of Solar Energy		04
	ii. Solid Waste Segregation/Management		nil
	iii. Rainwater Harvesting and its Use for Gardening and Cleanliness		nil
	iv. Plastic-free Campus		04
	v. Blood Donation Camps		nil
	vi. Adoption of Village/Educational Institutions		04
3. Social Impact of Extension Activities: (On the basis of Community Feedback)		Minimum three activities = 10 2 activities = 8 1 activity = 5	nil
4. Special New Innovative Initiatives or Ideas Adopted in the College (Other than at Sr. No. 5.2 above):		4 points each initiative (max = 16)	nil
5. Collaborations:		5 points each (Max. 10 points)	10 /10
- i. With Peer Educational / Research Institutions			10
- ii. Other Government Bodies/Industry			nil

CRITERIA 6: FACULTY PROFILE & RESEARCH ACTIVITIES (SCORE 100):

[Click here for supporting documents](#)

1. % of Teachers with Ph. D.:	More than 70% = 5	2
	61-70% = 4	
	51-60% = 3	
	Less than 50% = 2	
2. Teachers as Research Guides:	4 points per research guidance (max = 8)	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	10
	20% of faculty = 8	
	10% of faculty = 6	
	5% of faculty = 4	
4. Projects/Patents/Fellowships/Associateships:		nil
- i. Major	10	
- ii. Minor	8	
- iii. Patents	10	NIL
- iv. Fellowships	5	
- v. Associateships	3	
5. No. of Paper Presented in Conferences/Seminars/Symposia (in last three years):		8/8
- i. International	2 points per paper presented	5Papers
- ii. National/Regional/State level	1 point per paper presented	20 Papers
6. Seminars, Workshops, Conferences, and Trainings organised by the Institution:		4/6
- International Level	6	
- National Level	4	4
- State Level	3	
7. No. of Paper Published:		20/20
- i. UGC Care List Journals	5 points per paper	
- ii. Non-UGC Care List Journals	2 points per paper	17*2
- iii. Citations	1 point per 20 citations	
8. Teachers' Special Innovative Ideas (Brief description thereof):	5	nil
	5 points per book and 2 points per chapter	10/10
10. Teachers Academic and Extension Activities:		10/10
- i. Resource person	2 points each activity	06

- ii. Member of Board of Studies/Subject experts, etc.	4 points each activity	04
- iii. Popular articles	2 points each activity	-
11. Awards by Recognised & Reputed Organisations:		4/8
- i. International	8	
- ii. National	6	
- iii. State	4	4

CRITERIA 7: MISCELLANEOUS (SCORE 120):

[Click here for supporting documents](#)

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, Academic audit, etc.):	5 Each (Max. 50)	nil
2. Spot evaluation of institutions by the Officers from the Directorate of Higher Education/representative of the Director of Higher Education:	20	nil
3. AG Audit paras settled up to date:	Yes	05
4. Local Audit Paras settled up to date:		nil
5. Timeline adhered to in filing reply of court cases/RTI Applications/Public grievances received through Mukhyamantri Seva Sankalp 1100 and Centralised Public Grievance Redress and Monitoring System (CPGRAMS):	Yes	05
6. Invited speakers on various themes relevant to holistic development of students: Annexure 7.6	Yes	10
7. Skill Development Training (at least 20% students benefited):	Yes	20

GOVT. DEGREE COLLEGE SHAHPUR DIST. KANGRA(HP)

Internal Ranking -2023-24

Summary of Score Sheet

Sr. No.	Criteria	Maximum Score	Obtained Score
1	Teaching Learning	140	96
2	Student Support, Services and Progression	280	194
3	Infrastructure & Resources	160	129
4	Institutional Management	220	146
5	Best Practices, Innovation and Institution Distinctiveness	80	42
6	Faculty Profile & Research Activities	100	68
7	Miscellaneous	120	40
Total		1100	715

COMMITTEE MEMBERS

IQAC -CONVENER

PRINCIPAL