



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

HARISH CHANDRA P.G.COLLEGE,
VARANASI U.P.

- Name of the Head of the institution **Dr. Jyotsna Chaturvedi**
- Designation **Principal (in-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **05422440042**
- Mobile no **9935340408**
- Registered e-mail **iqac.hcpgvns@gmail.com**
- Alternate e-mail **principalhcpvns@gmail.com**
- Address **Maidagin**
- City/Town **Varanasi**
- State/UT **U.P.**
- Pin Code **221001**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **M.G. Kashi Vidyapith, Varanasi**
- Name of the IQAC Coordinator **Dr. Sanjay Srivastava**
- Phone No. **05422440042**
- Alternate phone No. **9415635846**
- Mobile **9415635846**
- IQAC e-mail address **iqac.hcpgvns@gmail.com**
- Alternate Email address **principalhcpvns@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

<http://hcpgcollege.edu.in/iqac/AQAR-2019-20.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.hcpgcollege.edu.in/iqac/Shaikshanik%20Panchang%202020-21.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.30	2011	30/11/2011	29/11/2016

6.Date of Establishment of IQAC

02/07/2012

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

On the call given by the IQAC, faculty members of the institution have developed and uploaded numerous e-contents on the college website as well as on the UP digital library.

In view of the ongoing corona pandemic and considering the suggestions of IQAC, the college administration has installed a full-body sanitizing machine at the gate and several hand sanitisers at various locations in the college campus.

As part of a campaign to boost immunity, several medicinal plants such as Aloe vera, Tinospora cordifolia (Giloy), Ocimum sanctum (Tulsi), Curcuma long (turmeric) used in the preparation of decoction were planted in college campus.

As part of social responsibility, the college authorities distributed masks among students and the local community.

The structure of first floor of New building-2 (NB2) is ready.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Keeping in view the continued spread of corona pandemic, classes and examinations should be conducted ensuring strict adherence to COVID guidelines.	Keeping in view the continued spread of corona pandemic, classes and examinations are being conducted ensuring strict adherence to COVID guidelines.
Construction of first floor of New building-2 (NB2) should be expedited.	The structure of first floor of New building-2 (NB2) is ready.
Installation of a full body sanitizer machine at the gate along with several hand sanitizer dispensers at various locations in the college premises should be ensured.	A full body sanitizer machine at the gate along with several hand sanitizer dispensers at various locations in the college premises have been installed. The COVID help-desk is also functional.
Classes and laboratories should be regularly sanitized.	Classes and laboratories are being regularly sanitized.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	Dr. Jyotsna Chaturvedi
• Designation	Principal (in-charge)
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• Phone No.	05422440042				
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• IQAC e-mail address	iqac.hcpgvns@gmail.com				
• Alternate Email address	principalhcpg.vns@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://hcpgcollege.edu.in/iqac/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.hcpgcollege.edu.in/iqac/Shaikshani%20Panchang%202020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.30	2011	30/11/2011	29/11/2016
6.Date of Establishment of IQAC			02/07/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines	Yes				
• Upload latest notification of formation of IQAC	View File				
9.No. of IQAC meetings held during the year	3				
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional	No				

website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
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13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	24/02/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1

20

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

8071

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

1706

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

2166

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	80
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	129
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	31
4.2 Total expenditure excluding salary during the year (INR in lakhs)	25.65
4.3 Total number of computers on campus for academic purposes	159

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college strictly follows the curriculum designed by the university, MGKashi Vidyapith Varanasi. According to the curriculum provided by the university, the principal of the institution asks the concerned teachers to design a consolidated timetable for respected faculty. Copy of this timetable is

provided to each department of concerned faculty. The departmental teachers in-charge are asked to design their departmental timetable based on the consolidated timetable. The departmental timetable is displayed on the notice board of the respective department and a copy of it is also made available to the teachers of the department. If near the end of the session, some teachers have still some portion that remains to be taught to the students, then the teacher-in-charge manages some extra classes for the same. For covering the syllabus, teaching aids such as OHP and multimedia devices are provided to the teachers. Teachers also have access to books, journals, e-journals, and unsolved question papers of previous years available in the college library. If any faculty member demands some specific book, then arrangements for its purchase in the library are made by the institution. In view of the ongoing COVID pandemic and frequent lockdowns, faculty members of the institution have switched over to the latest curriculum delivery systems such as online classes, e-content development etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres its own academic calendar along with following the guidelines issued by University in reference to examination and practical exams. Admission and teaching are held as per the schedule given by the college administration. The admission process is completed in July. After that, the classes (theory Practical) start running on a regular basis. Semester Examinations are held mostly according to university schedule. whereas Annual examinations start by the third or fourth week of February and the result declaration starts by May. (Due to the COVID pandemic this year-end and the resulting lockdowns, Because of efforts of college administration and faculty members most portion of curriculum of all the courses were completed by means of online classes. Examinations of UG and PG programmes could not be held on the scheduled time and in most of the courses, students were promoted to the next class without examinations.

In subjects viz. botany zoology chemistry physics statistics

geography psychology have besides theory examination, practical examinations of students are also conducted. The practical examinations are conducted in respective departments as per guidelines issued by the university. Besides the external examiner allotted by the university, the internal examiner is appointed by the college administration. The students are examined on the basis of lab work,(experiments), class records, collection, charts, attendance in the lab during the session and marks allotted to them.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.hcpcollege.edu.in/iqac/Shaikshanic%20Panchang%202020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Environmental pollution and sustainable use of natural resources are part of units 1 and 2 of paper third environmental Botany and Plant pathology in B.Sc. III (bio.)

Environmental Botany is a special paper (optional paper 4th- A) in semester 4th of M.Sc. Botany. The paper gives a general idea about

pollution. Besides it also deals with various strategies for environmental management.

Environmental study is a compulsory subject for students of all undergraduate programs. Human values and moral ethics are part of the syllabus in the optional paper- courses 403 and 404 C (value education and moral ethics) in B.Ed. 4th-semester programme.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

241

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3242

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1555

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Faculty members are advised to pay special attention to both advanced learners and slow learners. The teachers after their regular classes are available in their respective departments where students can easily interact with them. The knowledge of meritorious students (advanced learners) is upgraded whereas the slow learners are given extra time and are provided with out-of-the-class mentoring. This helps both the advanced learners as well as the slow learners. Advanced learners can go for higher studies and better jobs. The slow learners on the other hand can pick up and bring good results in their examinations. In covid pandemic the classes run through online mode and the students are also benefitted by good quality e-content uploaded on the college website.

File Description	Documents
Paste link for additional information	https://www.hcpgcollege.edu.in/student/lectures
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
8071	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution believes in the adaption of student-centric methods to enhance the involvement of students as a part of participative learning and problem-solving methodology. Discussions and seminars are organized regularly, both in UG and PG programmes. As a part of experimental learning, project works are assigned to students in B.Ed. and M.A. geography programmes. As an extension of these students are encouraged to participate in various competitions at national and international levels. Study tours and fieldwork for students are organized by B.Ed. and Geography Department respectively. Guest lectures by eminent professors/scholars are organised by various departments.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the teachers of the institution have good exposure to various ICT tools and they use these tools in their regular classes. The e-resources used include Inflibnet, Internet, e-journals, e-books, and UGC-CEC. The ICT tools used by faculty members include Multimedia, PowerPoint, Smart Class, Android Mobile, Laptop, Desktop, and Apps like Zoom, Telegram, Google Classroom, Google meet, Jamboard, and Microsoft Teams.

Due to the current COVID pandemic use of ICT tools in teaching has drastically increased during the year.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

68

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1197

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment is a part of practical subjects in certain programmes. These subjects include botany, zoology, physics, chemistry, geography, statistics, psychology and B.Ed. Practical examinations in these subjects are conducted in a transparent and robust manner at the end of the session. As a part of a transparent and robust approach, besides the internal examiner who is a faculty member of the institution, an external examiner is also appointed by the university.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1OnZpzMnedIYiuYxFkmXm5fyhk13RSnKR/view?usp=share_link

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Due to the COVID pandemic, the practical examinations could not be conducted during the current academic year.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Course outcome is not part of the syllabus in any programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://docs.google.com/document/d/108fayL3-Km-ihP5jBNxYWsIz6z00kfp0/edit?usp=share_link&oid=100614379543226645165&rtpof=true&sd=true
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Not Applicable

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

2166

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://docs.google.com/spreadsheets/d/1ezALYmvAMVPF7L3X92-kkf20D-WNS1bs/edit?usp=share_link&oid=100614379543226645165&rtpof=true&sd=true

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1w7ykSTEK7t38RlqGChTBVyK541q5C9Rc/view?usp=share_link

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

29

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College publishes an annual magazine namely "Jyotishmati" with an ISSN number 2349-1345. It publishes articles from teachers as well as students. It also publishes the various round the year activities and achievements of the college. Students' related achievements are also included. National Youth Day is organized by the college on the 12th of January every year. It provides a common platform for the participants to think, act and work together in the process of nation-building. The college promoted the participation of students in different co-curricular activities such as cultural rallies, extension service, art and craft, NCC seminar presentation, youth festival, group discussion, brainstorming, role-playing and many more to equip the students and motivate them for all-round development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

57

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Name of the activity Organising unit/ agency/ collaborating agency
 Name of the scheme Year of the activity Number of students
 participated in such activities Swachh Bharat Rally NSS 2020-2021
 200 Mission Shakti NSS 2020-2021 150 Voter Awareness Rally NSS
 2020-2021 150 Water conservation campaign NSS 2020-2021 150 Azadi
 ka Amrit Mahotsav NSS 2020-2021 150 Gau Seva Abhiyan NSS 2020-2021
 150

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

950

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has well maintained 31 classrooms including seminar rooms all the classrooms have CC TV cameras installed in them each classroom has a writing board of proper dimension along with comfortable seating arrangements for students. The classrooms also have adequate lighting arrangements tube light LED inverter bulbs and Fans the classrooms are regularly cleaned and sanitized botany zoology physics chemistry Geography statistics and psychology departments have well equipped and modern separate labs for undergraduate and postgraduate classes. Statistics and commerce departments have their own computer Labs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1DARRkND3kHUgVkWlUD4_aLXbXR23LvE6/view?usp=sharing

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has a large hall with a stage of adequate size and also a green room. Numerous cultural activities are organised in the college hall. The college also has an indoor sports room or facility where sports equipment for table tennis, chess, Carrom etc installed. For outdoor sports activities, the Bawan bigha campus of the institution has a good infrastructure. It includes a large field for track and field events. Besides it also has two rooms for keeping sport equipment and separate ladies and gents washrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

25.65

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

GranthSoft (Version NA) as ILMS is being used to automate the library. The automation has been partially completed. The Year of automation is 2019.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1YBhP8UIiA_wjMUT5Zfd9fNHDx_RzTXTa/view?usp=sharing

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

8.09

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

1372

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a working and properly maintain IT facility. As a part of it, there are departments of the college have their own computer systems along with printing facility and internet. The principal office and fees counter are computerized. The office has an efficient Wi-Fi system in all 159 working computers installed in the college. These are present in the three well-maintained computer labs. 3 browsing centres and computer centres are there in the college

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1SzPjSmVeLqRnQG002okhJuKqK1o01LBn/view?usp=share_link

4.3.2 - Number of Computers

159

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

33.80

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college website management software is maintained by Semicolon Solutions LLP. The online admission process is managed by a private software agency. The College library is equipped with 10 computer systems along with the INFLIBNET facility which is many beneficiaries to research students and faculties. Regular training for athletes is provided by the physical education department at the Bawan Beegha campus. Many of our college students have represented and are playing in different tournaments at inter-university, state and nationals. Free legal advice is provided to the needy person by the law faculty of the college. Cadets of NCC and NSS also contribute to the service of the society through blood donation and running camping for cleaning and against drug addiction. Water quality and water pollution level in the local area is regularly monitored by the environmental pollution laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/ltW_CIEyp1iRKzDB5sEHCQSxRjRJKldWz/view?usp=share_link

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

2420

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

24

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

15

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student union elections are held on an annual basis. The office-bearers of the student union take care of students' grievances and report the same to the college authorities for timely redressal.

Besides this, these office-bearers have their say in different committees viz, annual sports, Saraswati puja, cultural programme etc. Students with high scores have their representation in the student union elections.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1AlT4FDMAeHfufAhniOkj44ATzXJ379wn/view?usp=share_link
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association is not a registered association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision To inculcate and sustain the quality in all dimensions of higher education catering to the national and global needs and create awareness of human rights, value system, culture and heritage of the country.

Mission

- To equip and empower students with relevant knowledge, competence and creativity to face regional and global challenges.
- To promote the building up of character in youth by religion and ethics as an integral part of education.
- To facilitate a broad range of learning opportunities for learners engrossed in graduate, postgraduate and research programmes.
- To provide the right kind of leadership in all walks of life.
- To create a homogeneous intermingling of all sections of the society.

File Description	Documents
Paste link for additional information	https://www.hcpgcollege.edu.in/aboutus/vision_mission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution follows a decentralized system of governance whereby every teacher has a say in the decision-making process. The

faculty members are part of different committees constituted by the college administration. These committees look after different issues concerning the Welfare of the college and the rights and grievances of the students. Every activity in the college, be it, admissions, examinations, student union election, cultural and Sporting events, physical and academic development, student grievances etc go through a well planned documented process involving the various faculty members.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1vndYttE6sHL3Nmf9NHkn2Y_4fJ59uyWF/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

S.No. Strategy Type Details 01 Curriculum Development

College follows the curriculum prescribed by university thus college has little role in the curriculum development.

02 Teaching and Learning

Creative learning among students is promoted through seminars, group discussions, yoga training, project work and field visits.

03 Admission of Students College conducts entrance examinations for admission to various courses. Forms for the entrance exams are filled online. A merit list and Cut-off marks in different categories are declared. Schedule of admission in different programmes is displayed on the college's website. Students are called for counselling and before admission, their certificates are physically verified by the admission committees. 04 Human Resource Management Teachers of institution are encouraged to participate in various faculty development programmes, viz. Orientation courses, refresher courses, seminars, workshops and webinars. 05 Library, ICT College has a well equipped, rich library. It has a good collection of books both for UG and PG students. Departments have equipped labs for UG and PG students and also research scholars. 06 Research and Development College administration encourages staff members to undertake research projects and publish papers. 07 Examination and Evaluation For

maintaining the sanctity of University examination, internal flying squad teams are regularly constituted.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.hcpcollege.edu.in/management/administration
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Organogram of the Institution

Harish Chandra Postgraduate College, Varanasi is a Govt. aided college and is one of the premier seat of learning of Eastern U.P. under the auspices of Harish Chandra Vidyalaya Samiti (a non profitable charitable institution registered under Indian Society Act 1860.)

At the top of the organogram is the manager/secretary of the institution, who is the acting head and is appointed by the managing committee. The manager is followed by the Principal. The principal in coordination with the manager, IQAC, Proctorial board and various committees governs the college, both administratively and academically. these various parts of the college administration work in coherence and strive for excellence in the overall performance of the institution.

File Description	Documents
Paste link for additional information	https://www.hcpcollege.edu.in/ADMINISTRATION-Harischandra-PG-College-Varanasi.pdf
Link to Organogram of the institution webpage	https://www.hcpcollege.edu.in/ADMINISTRATION-Harischandra-PG-College-Varanasi.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in C. Any 2 of the above

areas of operation Administration Finance and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college maintains a special fund called the college welfare fund (CWF) for the welfare of teaching and non-teaching staff. The staff members can apply for a loan for their personal purposes. The processing of the loan application is done immediately and the cheque is issued. The loan from CWF is provided at a nominal rate of interest.

Besides this, the college also maintains a teachers' welfare fund for the benefit of faculty members. Through this fund, lumpsum money is provided to faculty members in case of any causality or illness of themselves or their family members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

12

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Although a formal Performance Appraisal System for teaching and non-teaching staff does not exist in the college, the faculty members, as well as non-teaching staff, regularly update the principal and IQAC about their achievements.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and External financial audits are conducted regularly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers

during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college maintains and follows a well-planned process for the mobilization of funds and resources. The process involved various committees of the institution as well as the accounts office. The student's tuition fees are the major source of income for the college. Seminars and workshops held in the college are sponsored by various government and non-government agencies along with the management of the college.

The principal along with the accounts department ensures that the expenditure lies within the allocated budget. The institutional budget includes recurring expenses such as electricity bills, internet charges, stationary and other maintenance costs. It also includes planned expenses such as Lab, equipment and material purchases, furniture and other development expenses.

Statutory auditors are also appointed who certify the financial statement in every financial year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

As it was a pandemic year, the IQAC on its part has encouraged

faculty members to take online classes and organize webinars in a regular manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC on its part gives suggestions to the faculty members regarding improvement in teaching, learning and various other activities. As in the current academic year, the world has seen the devastation of COVID19, it was a crucial part of IQAC to help upgrade the college faculties according to the new COVID norms. As an effort toward this direction, the teachers have been advised to update themselves to latest techniques of teaching and learning. The college administration in order to facilitate the teachers in their online classes has subscribed for ZOOM platform services for the session. Apart from ZOOM, teachers are also using other platforms such as Google classroom, Google meet, Telegram etc for taking online classes and also for organizing the webinars.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1AT8OZXanNbGmxhWknl0x5eqL0ZvH-iQt/view?usp=share_link
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

E. None of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

As an effort to promote gender equity, the college in collobaration with Govt PG College, Obra, Sonbhadra, organized a one-day national webinar on 'Gender Equality and Women's Right' on July 01st, 2020. Besides this, the college provides specific facilities for women in terms of girls' common room and a sanitary napkins dispenser.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

As an effort toward degradable solid waste management, all the solid garbage is collected and placed in a pit for conversion into compost in our bawan bigha campus. The compost produced is used on plantations in the premises.

The washrooms at bawan bigha campus have septic tanks for the safe disposal of sewage.

The used chemicals from chemistry labs are also safely disposed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

C. Any 2 of the above

5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college propagates tolerance towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

Students belonging to diverse socioeconomic groups are admitted to the various academic programme as per prescribed governmental norms. Reservation to SC, ST,OBCs and economically weaker sections is taken care of during the admission.

Besides as an endeavour toward cultural tolerance, no dress code is prescribed in the institution except for professional courses including BBA, BCA, and B.Ed..

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

In order to inculcate fundamental duties among students, an oath-taking ceremony for NCC students is organised on republic day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1flT-NMvLn_SNO0fUUTjoiAg_B5Nnkmgl/view?usp=share_link
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **E. None of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates independence day, republic day, Gandhi Jayanti, National youth day, Saheed Divas, Bhartendu Jayanti etc with full fervour.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Education with the social cause

Promoting environmental awareness

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College strictly follows anti-ragging directives To ensure the availability of safe drinking water to students and staff of the college RO machines and water coolers have been installed in the college campus. As part of a commitment to the social cause, the college RO water is made available to people coming for cremation purposes at Maidagin. The college awards prizes to students scoring highest marks at the university. law faculty provide free legal advise to needy people.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college strictly follows the curriculum designed by the university, MGKashi Vidyapith Varanasi. According to the curriculum provided by the university, the principal of the institution asks the concerned teachers to design a consolidated timetable for respected faculty. Copy of this timetable is provided to each department of concerned faculty. The departmental teachers in-charge are asked to design their departmental timetable based on the consolidated timetable. The departmental timetable is displayed on the notice board of the respective department and a copy of it is also made available to the teachers of the department. If near the end of the session, some teachers have still some portion that remains to be taught to the students, then the teacher-in-charge manages some extra classes for the same. For covering the syllabus, teaching aids such as OHP and multimedia devices are provided to the teachers. Teachers also have access to books, journals, e-journals, and unsolved question papers of previous years available in the college library. If any faculty member demands some specific book, then arrangements for its purchase in the library are made by the institution. In view of the ongoing COVID pandemic and frequent lockdowns, faculty members of the institution have switched over to the latest curriculum delivery systems such as online classes, e-content development etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres its own academic calendar along with following the guidelines issued by University in reference to examination and practical exams. Admission and teaching are held

as per the schedule given by the college administration. The admission process is completed in July. After that, the classes(theory Practical) start running on a regular basis. Semester Examinations are held mostly according to university schedule. whereas Annual examinations start by the third or fourth week of February and the result declaration starts by May. (Due to the COVID pandemic this year-end and the resulting lockdowns, Because of efforts of college administration and faculty members most portion of curriculum of all the courses were completed by means of online classes. Examinations of UG and PG programmes could not be held on the scheduled time and in most of the courses, students were promoted to the next class without examinations.

In subjects viz. botany zoology chemistry physics statistics geography psychology have besides theory examination, practical examinations of students are also conducted. The practical examinations are conducted in respective departments as per guidelines issued by the university. Besides the external examiner allotted by the university, the internal examiner is appointed by the college administration. The students are examined on the basis of lab work, (experiments), class records, collection, charts, attendance in the lab during the session and marks allotted to them.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.hcpcollege.edu.in/igac/Shaikshanic%20Panchang%202020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Environmental pollution and sustainable use of natural resources are part of units 1 and 2 of paper third environmental Botany and Plant pathology in B.Sc. III (bio.)

Environmental Botany is a special paper (optional paper 4th- A) in semester 4th of M.Sc. Botany. The paper gives a general idea about pollution. Besides it also deals with various strategies for environmental management.

Environmental study is a compulsory subject for students of all undergraduate programs. Human values and moral ethics are part of the syllabus in the optional paper- courses 403 and 404 C (value education and moral ethics) in B.Ed. 4th-semester programme.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

241

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	D. Feedback collected
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
3242	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
1555	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
Faculty members are advised to pay special attention to both advanced learners and slow learners. The teachers after their regular classes are available in their respective departments where students can easily interact with them. The knowledge of	

meritorious students (advanced learners) is upgraded whereas the slow learners are given extra time and are provided with out-of-the-class mentoring. This helps both the advanced learners as well as the slow learners. Advanced learners can go for higher studies and better jobs. The slow learners on the other hand can pick up and bring good results in their examinations. In covid pandemic the classes run through online mode and the students are also benefitted by good quality e-content uploaded on the college website.

File Description	Documents
Paste link for additional information	https://www.hcpgcollege.edu.in/student/lectures
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
8071	80

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution believes in the adaption of student-centric methods to enhance the involvement of students as a part of participative learning and problem-solving methodology. Discussions and seminars are organized regularly, both in UG and PG programmes. As a part of experimental learning, project works are assigned to students in B.Ed. and M.A. geography programmes. As an extension of these students are encouraged to participate in various competitions at national and international levels. Study tours and fieldwork for students are organized by B.Ed. and Geography Department respectively. Guest lectures by eminent professors/scholars are organised by various departments.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the teachers of the institution have good exposure to various ICT tools and they use these tools in their regular classes. The e-resources used include Inlibnet, Internet, e-journals, e-books, and UGC-CEC. The ICT tools used by faculty members include Multimedia, PowerPoint, Smart Class, Android Mobile, Laptop, Desktop, and Apps like Zoom, Telegram, Google Classroom, Google meet, Jamboard, and Microsoft Teams.

Due to the current COVID pandemic use of ICT tools in teaching has drastically increased during the year.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

80

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

80

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

68

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

1197

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment is a part of practical subjects in certain programmes. These subjects include botany, zoology, physics, chemistry, geography, statistics, psychology and B.Ed. Practical examinations in these subjects are conducted in a transparent and robust manner at the end of the session. As a part of a transparent and robust approach, besides the internal examiner who is a faculty member of the institution, an external examiner is also appointed by the university.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/1QnZpzMnedIYiuYxFkmXm5fyhk13RSnKR/view?usp=share_link

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Due to the COVID pandemic, the practical examinations could not be conducted during the current academic year.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Course outcome is not part of the syllabus in any programme.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://docs.google.com/document/d/108fayL3-Km-ihP5jBNxYWsIz6zQOkfP0/edit?usp=share_link&oid=100614379543226645165&rtpof=true&sd=true
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Not Applicable

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

2166

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://docs.google.com/spreadsheets/d/1ezALYmvAMVPF7L3X92-kkf20D-WNS1bs/edit?usp=share_link&oid=100614379543226645165&rtpof=true&sd=true

2.7 - Student Satisfaction Survey**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

[https://drive.google.com/file/d/1w7ykSTEK7t38RlqGChTBVyK541q5C9Rc/view?usp=share link](https://drive.google.com/file/d/1w7ykSTEK7t38RlqGChTBVyK541q5C9Rc/view?usp=share_link)

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

29

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The College publishes an annual magazine namely "Jyotishmati" with an ISSN number 2349-1345. It publishes articles from teachers as well as students. It also publishes the various round the year activities and achievements of the college. Students' related achievements are also included. National Youth Day is organized by the college on the 12th of January every year. It provides a common platform for the participants to think, act and work together in the process of nation-building. The college promoted the participation of students in different co-curricular activities such as cultural rallies, extension service, art and craft, NCC seminar presentation, youth festival, group discussion, brainstorming, role-playing and many more to equip the students and motivate them for all-round development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1	
File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File
3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
0	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
57	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
7	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.4 - Extension Activities	
3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>Name of the activity Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Number of students participated in such activities Swachh Bharat Rally NSS 2020-2021 200 Mission Shakti NSS 2020-2021 150 Voter Awareness Rally NSS 2020-2021 150 Water conservation campaign NSS 2020-2021 150 Azadi ka Amrit Mahotsav NSS 2020-2021 150 Gau Seva Abhiyan NSS 2020-2021 150</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year	
3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

950

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has well maintained 31 classrooms including seminar rooms all the classrooms have CC TV cameras installed in them each classroom has a writing board of proper dimension along with comfortable seating arrangements for students. The classrooms also have adequate lighting arrangements tube light LED inverter bulbs and Fans the classrooms are regularly cleaned and sanitized botany zoology physics chemistry Geography statistics and psychology departments have well equipped and modern separate labs for undergraduate and postgraduate classes. Statistics and commerce departments have their own computer Labs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1DARRkND3kHUgVkw1UD4_aLXbXR23LvE6/view?usp=sharing

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has a large hall with a stage of adequate size and also a green room. Numerous cultural activities are organised in the college hall. The college also has an indoor sports room or facility where sports equipment for table tennis, chess, Carrom etc installed. For outdoor sports activities, the Bawan bigha campus of the institution has a good infrastructure. It includes a large field for track and field events. Besides it also has two rooms for keeping sport equipment and separate ladies and gents washrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**25.65**

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

GranthSoft (Version NA) as ILMS is being used to automate the library. The automation has been partially completed. The Year of automation is 2019.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://drive.google.com/file/d/1YBhP8UIiA_WjMUT5Zfd9fNHDx_RzTXTa/view?usp=sharing

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

8.09

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

1372

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The college has a working and properly maintain IT facility. As a part of it, there are departments of the college have their own computer systems along with printing facility and internet. The principal office and fees counter are computerized. The office has an efficient Wi-Fi system in all 159 working computers installed in the college. These are present in the three well-maintained computer labs. 3 browsing centres and computer centres are there in the college

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1SzPjSmVeLqRnQG002okhJuKqK1o01LBn/view?usp=share_link

4.3.2 - Number of Computers

159

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

33.80

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college website management software is maintained by Semicolon Solutions LLP. The online admission process is managed by a private software agency. The College library is equipped with 10 computer systems along with the INFLIBNET facility which is many beneficiaries to research students and faculties. Regular training for athletes is provided by the physical education department at the Bawan Beegha campus. Many of our college students have represented and are playing in different tournaments at inter-university, state and nationals. Free legal advice is provided to the needy person by the law faculty of the college. Cadets of NCC and NSS also contribute to the service of the society through blood donation and running camping for cleaning and against drug addiction. Water quality and water pollution level in the local area is regularly monitored by the environmental pollution laboratory.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://drive.google.com/file/d/1tW_CIEyp1iRKzDB5sEHCOSxRjRJKldWz/view?usp=share_link

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the

Government during the year	
2420	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
24	
File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

15

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student union elections are held on an annual basis. The office-bearers of the student union take care of students' grievances

and report the same to the college authorities for timely redressal. Besides this, these office-bearers have their say in different committees viz, annual sports, Saraswati puja, cultural programme etc. Students with high scores have their representation in the student union elections.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ALT4FDMAeHfufAhniQkj44ATzXJ379wn/view?usp=share_link
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association is not a registered association.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision To inculcate and sustain the quality in all dimensions of higher education catering to the national and global needs and create awareness of human rights, value system, culture and heritage of the country.

Mission

- To equip and empower students with relevant knowledge, competence and creativity to face regional and global challenges.
- To promote the building up of character in youth by religion and ethics as an integral part of education.
- To facilitate a broad range of learning opportunities for learners engrossed in graduate, postgraduate and research programmes.
- To provide the right kind of leadership in all walks of life.
- To create a homogeneous intermingling of all sections of the society.

File Description	Documents
Paste link for additional information	https://www.hcpgcollege.edu.in/aboutus/vision_mission
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution follows a decentralized system of governance whereby every teacher has a say in the decision-making process. The faculty members are part of different committees constituted by the college administration. These committees look after different issues concerning the Welfare of the college and the rights and grievances of the students. Every activity in the college, be it, admissions, examinations, student union election, cultural and sporting events, physical and academic development, student grievances etc go through a well planned documented process involving the various faculty members.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1vndYttE6sHL3Nmf9NHkn2Y_4fJ59uyWF/view?usp=sharing
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

S.No. Strategy Type Details 01 Curriculum Development

College follows the curriculum prescribed by university thus college has little role in the curriculum development.

02 Teaching and Learning

Creative learning among students is promoted through seminars, group discussions, yoga training, project work and field visits.

03 Admission of Students College conducts entrance examinations for admission to various courses. Forms for the entrance exams

are filled online. A merit list and Cut-off marks in different categories are declared. Schedule of admission in different programmes is displayed on the college's website. Students are called for counselling and before admission, their certificates are physically verified by the admission committees. 04 Human Resource Management Teachers of institution are encouraged to participate in various faculty development programmes, viz. Orientation courses, refresher courses, seminars, workshops and webinars. 05 Library, ICT College has a well equipped, rich library. It has a good collection of books both for UG and PG students. Departments have equipped labs for UG and PG students and also research scholars. 06 Research and Development College administration encourages staff members to undertake research projects and publish papers. 07 Examination and Evaluation For maintaining the sanctity of University examination, internal flying squad teams are regularly constituted.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.hcpgcollege.edu.in/management/administration
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Organogram of the Institution

Harish Chandra Postgraduate College, Varanasi is a Govt. aided college and is one of the premier seat of learning of Eastern U.P. under the auspices of Harish Chandra Vidyalaya Samiti (a non profitable charitable institution registered under Indian Society Act 1860.)

At the top of the organogram is the manager/secretary of the institution, who is the acting head and is appointed by the managing committee. The manager is followed by the Principal. The principal in coordination with the manager, IQAC, Proctorial board and various committees governs the college, both administratively and academically. these various parts of the college administration work in coherence and strive for excellence in the overall performance of the institution.

File Description	Documents
Paste link for additional information	https://www.hcpcollege.edu.in/ADMINISTRATION-Harischandra-PG-College-Varanasi.pdf
Link to Organogram of the institution webpage	https://www.hcpcollege.edu.in/ADMINISTRATION-Harischandra-PG-College-Varanasi.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college maintains a special fund called the college welfare fund (CWF) for the welfare of teaching and non-teaching staff. The staff members can apply for a loan for their personal purposes. The processing of the loan application is done immediately and the cheque is issued. The loan from CWF is provided at a nominal rate of interest.

Besides this, the college also maintains a teachers' welfare fund for the benefit of faculty members. Through this fund, lumpsum money is provided to faculty members in case of any causality or illness of themselves or their family members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

12

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Although a formal Performance Appraisal System for teaching and non-teaching staff does not exist in the college, the faculty members, as well as non-teaching staff, regularly update the

principal and IQAC about their achievements.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal and External financial audits are conducted regularly.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college maintains and follows a well-planned process for the mobilization of funds and resources. The process involved various committees of the institution as well as the accounts

office. The student's tuition fees are the major source of income for the college. Seminars and workshops held in the college are sponsored by various government and non-government agencies along with the management of the college.

The principal along with the accounts department ensures that the expenditure lies within the allocated budget. The institutional budget includes recurring expenses such as electricity bills, internet charges, stationary and other maintenance costs. It also includes planned expenses such as Lab, equipment and material purchases, furniture and other development expenses.

Statutory auditors are also appointed who certify the financial statement in every financial year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

As it was a pandemic year, the IQAC on its part has encouraged faculty members to take online classes and organizewebinars in a regular manner.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC on its part gives suggestions to the faculty members regarding improvement in teaching, learning and various other activities. As in the current academic year, the world has seen the devastation of COVID19, it was a crucial part of IQAC to

help upgrade the college faculties according to the new COVID norms. As an effort toward this direction, the teachers have been advised to update themselves to latest techniques of teaching and learning. The college administration in order to facilitate the teachers in their online classes has subscribed for ZOOM platform services for the session. Apart from ZOOM, teachers are also using other platforms such as Google classroom, Google meet, Telegram etc for taking online classes and also for organizing the webinars.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1AT8OZXanNbGmxhWkn10x5egL0ZvH-iQt/view?usp=share_link
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

E. None of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

As an effort to promote gender equity, the college in collobaration with Govt PG College, Obra, Sonbhadra, organized a one-day national webinar on 'Gender Equality and Women's Right' on July 01st, 2020. Besides this, the college provides specific facilities for women in terms of girls' common room and a sanitary napkins dispenser.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

As an effort toward degradable solid waste management, all the solid garbage is collected and placed in a pit for conversion into compost in our bawan bigha campus. The compost produced is used on plantations in the premises.

The washrooms at bawan bigha campus have septic tanks for the safe disposal of sewage.

The used chemicals from chemistry labs are also safely disposed.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college propagates tolerance towards cultural, regional, linguistic, communal, socioeconomic and other diversities.

Students belonging to diverse socioeconomic groups are admitted to the various academic programme as per prescribed governmental norms. Reservation to SC, ST, OBCs and economically weaker sections is taken care of during the admission.

Besides as an endeavour toward cultural tolerance, no dress code is prescribed in the institution except for professional courses including BBA, BCA, and B.Ed..

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

In order to inculcate fundamental duties among students, an oath-taking ceremony for NCC students is organised on republic day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/1f1T-NMvLn_SNO0fUUTjoiAg_B5Nnkmgl/view?usp=share_link
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	E. None of the above
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File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates independence day, republic day, Gandhi Jayanti, National youth day, Saheed Divas, Bhartendu Jayanti etc with full fervour.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Education with the social cause

Promoting environmental awareness

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The College strictly follows anti-ragging directives To ensure the availability of safe drinking water to students and staff of the college RO machines and water coolers have been installed in the college campus. As part of a commitment to the social cause, the college RO water is made available to people coming for cremation purposes at Maidagin. The college awards prizes to students scoring highest marks at the university. law faculty provide free legal advise to needy people.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The plastering of the constructed first floor of new building 2 should be completed and work on the second floor should be started. In view of receding cases of corona, the open spaces in the college campus should be paved with interlocking tiles. As the classes in the college are being successfully conducted both in offline as well as online mode, other programmes in online mode in collaboration with other colleges should be organised. Installation of CCTVs cameras in labs should be completed at the earliest.