

'Self- Appraisal Report' in r/o Government Nehru Sanskrit College- Phagli, HP (Session: 2023-24)

Teaching Learning Score (88/140)

Sr. No.	Activity	Distribution of Scores	Score Claimed	Total Score
1.	Mode of Teaching	1. <u>Lecture Method only = 06</u> 2. Blended Teaching = 06+06 = 12 3. <u>Flipped Classroom = 00</u> 4. <u>As per needs of different</u> <u>Groups of students = 00</u>	1. = 06 2. = 12 3. = 00 4. = 00 Total=18	25
2.	Curriculum Planning & Implementation	1. Followed 100% = 10 80 to 99% = 08  60 to 79% = 06  Up to 59 % = 02  2. 100 % = 05 80 – 99% = 04 60 – 79% = 03 Up to 59 % = 02  3. 4.0 * No. of enrichment practices observed = 16	10    05	45
	1. Teaching Schedule = 10  2. Whether learning outcomes defined = 5  3. Curriculum enrichment practices (e.g. projects, surveys, educational			

	<p>tours &amp; industry visits) = 16</p> <p>4. Internal Assessment Mechanism (quizzes, class tests, presentation, assignments, MTT etc) Max. 08</p> <p>5. Prompt communication of assessment / results to students = 06</p>	<p>4. Followed by all the departments = 08 Above 80 % = 06 60 – 79 % = 04 Up to 59 % = 02</p> <p>5. Within 7 days = 06 08 to 14 days = 03 More than 14 days = Nil</p>	<p>04 (opening session with Gaytri Paath)</p> <p>08</p> <p>06</p> <p>Total=33</p>	
3.	<p><b>Add on Courses/Certificate Courses:</b></p> <p>1. No. of courses (to be specified separately)</p> <p>2. %age of students benefitted (% of students completed)</p>	<p>1. No. of courses &gt; 5 and students benefitted &gt; 50% = 10+10</p> <p>2. No. of courses &gt; 3 and students benefitted 41 - 50% = 7.5+7.5</p>	00	20

	MOOCs/ spoken tutorial/NPTEL/ other courses offered by recognized organizations	<ol style="list-style-type: none"> <li>No. of courses &lt; 3 and students benefitted up to 31 to 40% = 5+5</li> <li>No. of courses &lt; 3 and students benefitted up to 30% = 5+5</li> </ol>		
4.	<p><b>Student Feedback (taken from students with 80% attendance):</b></p> <ol style="list-style-type: none"> <li>Sample size</li> <li>Students satisfaction</li> <li>Action on feedback</li> </ol>	<ol style="list-style-type: none"> <li>&gt;25% = 5, 20 to 25 % = 4, 15 to 19% = 3, 10 to 14% = 2, &lt; 10% = 01</li> <li>91 to 100% = 10, 81 to 90% = 08, 71 to 80% = 06, 61 to 70% = 04, less than 61% = 0</li> <li>Considered and action taken on doubts 81 to 100% = 10, 61 to 80% = 08, 51 to 60% = 06, 41 to 50% = 04</li> </ol>	<p>1=05</p> <p>2=08</p> <p>3=10</p> <p>Total =23</p> <p><b>Sample size of survey =44</b></p>	25
5.	<p><b>Examination Results:</b></p> <ol style="list-style-type: none"> <li>% of students passed</li> <li>% of students with A Grade and Above</li> <li>No. of students in university merit</li> </ol>	<ol style="list-style-type: none"> <li>&gt;81% = 09, 71 to 80% = 08, 61 to 70% = 07, 51 to 60 % = 06, 41 to 50 % = 04, 31 to 40 % = 03, &lt;30% = 0</li> </ol>	<p>1=6</p> <p>2=8</p> <p>3=0</p>	25

		2. >20% with A grade and above = 08, 16 to 20% = 07, 11 to 15% = 06, 6 to 10% = 05, 1 to 5% = 04 3. HPU/SPU merit list 1 <sup>st</sup> to 3 <sup>rd</sup> position = 08, 4 <sup>th</sup> to 10 <sup>th</sup> position = 06	Total =14 TOTAL STUDENTS APPEARED=161 PASSED with A AND ABOVE GRADE= 87	
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2. Student Support, Services and Progression (Score 148/280)

Sr. No.	Activity	Distribution of Scores	Score Claimed	Total Score
1.	<b>Pre and Post Admission Counselling:</b>  1. Admission schedule, courses available, student intake, eligibility conditions communicated through various media 2. Pre-admission counseling 3. Student oriented about: Institutions, Students facilities, Introductory session with faculty and staff, Academic calendar, requirements of credits per course and CCA and other requirements post admission	1. Publicity through any 3 means = 5, Publicity through any 2 means = 3, Publicity through any 01 means = 2 2. Yes = 10 No = 0 3. Post admission counseling /Induction = 10	1=5 2=10 3=10  Total =25	25

2.	<b>Scholarships:</b>  1. Awareness about different scholarship schemes about 100% coverage of all eligible students 2. Scholarships other than Government Schemes	1=5 2=5	1=5	10
3.	<b>Sports and Cultural Activities:</b>  1. % of students participating in sports activities 2. % of students participating in cultural activities 3. Medal/Trophy won in Sports/Cultural activities: a. National / Inter University b. State / Inter college c. District level (also includes cluster level)	1. >20 = 10, 16 - 20 = 06, 11-15 = 02 2. >20 = 10, 16 - 20 = 06, 11-15 = 02 3. A = 12, b = 10, c = 06	1=6  2=10  B=10(First prize in Inter College Group IV)  Total =26	32
4.	<b>Students Participating in NSS/NCC/Rangers &amp; Rovers/Clubs:</b>	1. NSS = 04 2. NCC = 04 3. Rangers & Rovers = 04 4. Road Safety = 04 5. Red Ribbon/Eco/ Youth Red Cross/ any other club/society = 04	12	20

			(NSS, Road safety club, Red Ribbon Club)	
5.	NSS/NCC/Rangers & Rovers participating in:  a. National Camps / RD parade b. State Camps / Parade c. Award won in these activities 1. National 2. State 3. Cluster Level	1. 10 2. 07 (either of I or II) 3. a) 08 b) 05 c) 03	Nil	18
6.	Anti-Drug Awareness Programmes:  1. No. of awareness programmes organized 2. % of students benefitted 3. Counselling of suspected addicts	1. 4 and above = 4, 3=3, 2=2, 1=1 2. More than 50% = 04 3. 02	1=04 2=04 3=00 Total =08	10
7.	Gender Equity:  1. No. of health/sensitization programs organized 2. % of students benefitted 3. Women anti-sexual harassment committee constituted as per norms 4. Grievances redressed as per time-line	1. 3 and above = 3, 2 = 2, 1 = 1 2. More than 20% = 3, 11-20 = 2 3. Yes = 02 4. Yes = 02	1=2 2=3 3=2 4=2 Total =09	10
8.	Mentor-Mentee Groups: Sessions conducted as per group of students	4 and more sessions = 10, 3 = 8, 2 = 5, 1 = 3	1=0	10

9.	Coaching for national level competitive exams/HAS	10	nil	10
10.	Remedial Classes / Bridge Courses: % of students benefitted	1. More than 20% = 10 2. 16 - 20 = 08 3. 11 - 15 = 06 4. 06 - 10 = 04	nil	10
11.	Capacity Building of Students: 1. Life skills (Yoga, Martial Arts, Problem Solving, Critical thinking, Decision Making, Effective communication skills, coping with stress and emotions, etc) 2. Language-cum-Graduate attributes development programmes	1. = 10 2. = 10	1=nil 2=10 Total =10	20
12.	Career Counselling and Placement Cell: 1. No. of career counseling sessions organized for each group of students 2. No. of placement drives 3. Self-Employment Modules Organized 4. No. of students benefitted	1. More than 5 = 6, less than 5 = 4 2. More than 2 = 4, less than 2 = 2 3. Yes = 4, No = 0 4. More than 50% = 6, Less than 50% = 4	1-4 2-0 3-0 4-0 Total =4	20
13.	Student Progression: 1. % of students opted for higher education 2. No. of students who cleared national level examinations (IAS, CDS, OTA, JAM, NET, etc.) and HAS, A.P. through HPPSC	1. > 50% = 10, 30 to 50% = 08, 20 to 30 % = 06, up to 20% = 04 2. 5 * no. of students (Max. 20 points)	1=10 2=00	30

14.	<b>No. of Co-curricular and Sports activities organized:</b>  1. Inter-university events (Zonal / National) 2. Inter-college events 3. Intra-college events (annual athletic meet and cultural functions)	1. Inter university events = 10 2. Inter-college events = 06 3. Intra-college events = 03 each	1-0 2-0 3-9 Total =09	25
15.	<b>Annual Prize Distribution Function Organized: Yes/ No</b>	1. Yes = 10 2. No = 0	1=10	10
16.	<b>College Magazine Published: Yes / No</b>	1. Yes = 10 2. No = 0	1=10	10
17.	<b>College website updated regularly or not</b>	1. Yes = 10 2. No = 0	1-10	10

### 3. Infrastructure and Resources (115/160)

Sr. No	Activity	Distribution of scores	Score claimed	Total Scores
1	<b>Classroom</b>  Classroom well maintained	yes	10	10
2	<b>Library Facilities</b>  i) Whether adequate print books available  ii) Whether daily newspaper (minimum 5) magazines (minimum 3 and journals (minimum 3 available)	(i)3 (ii)0 ( 3 newspapers ) (iii)0 (iv)4	14	25



	iii) Whether access to e- resources available iv) Seating capacity in the library v) Usage of library resources. vi) Digital library having at least 5 computer systems with internet facility	(v)7 (vi)0		
3	<b>ICT Facilities</b> i)No: of interactive panels/ virtual classrooms Multimedia projectors/ K-Yan ii)% of teachers using ICT facilities iii) No: of students benefitted from ICT facilities. iv) Internet Connection- leased lines/ fiber Network/ Wi-Fi campus (yes/ no) v) Use of ICT facilities	i) 5 ii) 5 iii) 5 iv)5 v) 5	25	25
4	<b>Facilities for especially abled Students:</b> i)Ramps/ wheels chairs/ support railing ii) Separate washrooms	i)Escalators available=2 ii) 2	4	4
5	<b>Sports facilities</b> i)No: of games / sports activity conducted ii)Indoor sports facilities	No: of games conducted= 4 ii) yes	12	20

	iii) Adequate sports equipment iv) Gymnasium (operational)	iii) no iv) no		
6	Auditorium/ Hostel/ Seminar Hall/ Staff Quarters	Auditorium=4 Hostel=2 Seminar Hall=4	10	16
7	i)Laboratories with adequate equipment according to syllabi ii) usage of available Lab Infrastructure	No	0	20
8	i)Adequate number of computers ii) Usage of Computer Hardware	Yes	1-5 2-5 Total =10	20
9	Canteen, Staffroom/ faculty room, Space for NCC, NSS, Rangers &Rovers, Examination Room, Medical care Facilities	Canteen, Staffroom/ faculty room, Space for, NSS, Examination Room,	10	10

		Medical care Facilities		
10	Documentation of Academic, co-curricular and extra-curricular activities and achievements of students and staff on regular basis	20	20	20

#### 4 Institutional Management (Score 139/220)

Sr. No.	Activity	Distribution of Scores	Score claimed	Total Score
1.	Institutional Vision: 1. Vision Document 2. Institutional Development Plan (IDP) 3. Plan of action for above	6 points each	18	18
2.	IQAC: 1. No. of meetings per year 2. No. of programmes organized (Trainings, Workshops, IPR, etc.)	1. 4 meetings = 06, 3 meetings = 04, 2. 2 per activity (Max. 06)	4 nil	12
3.	Management of Institutional Funds: 1. Funds (BF, AF, PTA, etc.) used/spent for institutional development/student welfare 2. Periodic audit 3. Settlement of bills/ advances within a specified time frame	1. Utilized > 90% of the funds collected annually – 10 71 to 90% = 08, 51 to 70% = 06, 31 to 50% = 04, <30% = 0 2. Yes = 02 3. Yes = 04	1=10 2=02 3=04	16
4.	Grievance Redressal of Students and Employees: 1. Redressal within week	1. 10 2. 04 3. Nil	10	10

	2. Redressal within month 3. No redressal			
5.	Green and Clean Campus:  1. Green initiatives of institution ( at least 3) 2. Cleanliness of washroom, buildings/campus	1. 06 2. Excellent = 10 Satisfactory = 06 Poor = 0	16	16
6.	Facilities for Students:  1. Common room for girls 2. Adequate toilets as per students' strength 3. Sanitary napkin vending machine/incinerator regularly put in use 4. CSCA room with proper furniture 5. Student centre for co-curricular activities and its regular usage 6. Regular use of playground	3 for each facility	09	12
7.	Regular updation of service books/ service records	Yes = 03	03	03
8.	Timely submission of ACRs	Yes = 03	03	03
9.	Prompt response to official correspondence	Yes = 05	05	05
10.	Proper maintenance of official records (Cash books/Stock registers, Fund registers, Leave records, Fine fund, etc.)	Yes = 10	10	10
11.	Proper record of students attendance	Yes = 10	10	10
12.	Whether ranked by NIRF, Other Agencies	Yes = 10	00	10
13.	Whether accredited by NAAC	A and above (level 4 or 5) = 20	00	20

		B+ and B++ (level 3)= 16 B (level 2) = 12 Accredited (Level 1) = 10		
14.	Whether AQARs being submitted annually as per timeline or not	Yes = 12 No = 0	00	12
15.	Recognition for exemplary contribution of the staff and students	4 point each	00	08
16.	Involvement of Stake Holders: 1. PTA 2. OSA	1. PTA constituted as per norms = 01 PTA supportive = 01 Significant contribution of PTA (enclose documentary proof) = 10  2. OSA framed as per norms = 01 Financial contribution or equivalent (in-kind) per 100 Alumni of Rs. 25000/- per annum = 3 Non-financial contribution (career counseling, talk, interactive session / facilitation in placement of students etc. on regular basis) = 4	1+1+10	20
17	Feedback for Stakeholders other than students and action taken thereon	Yes = 4	00	4

18	Annual review meeting on students outcomes in academics, co-curricular, extra-curricular and extension activities and action taken during next academic session for achieving excellence	Yes = 25	25	25
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5. Best Practices, Innovation and Institution Distinctiveness (Score 51/80)

Sr. No.	Activity	Distribution of Scores	Score Claimed	Total Score
1.	Best Practices Description & Outcome of Best Practices (at least two):	10 points per best practice	20	20
2.	Special initiatives taken for: 1. Energy conservation / use of solar energy 2. Solid waste Segregation/Management 3. Rain water harvesting and its use for gardening and cleanliness 4. Plastic free campus 5. Blood donation camps 6. Adoption of village / educational institutions	4 points per initiative	16	24
3.	Social impact of extension activities: (On the basis of community feedback)		10	10
4.	Special new innovative initiatives or ideas adopted in the college. (Other than at Sr. No. 5.2 above)		nil	16
5.	Collaborations: 1. With peer educational / research institutions 2. Other government bodies/industry	5 points each (Max. 10 points)	1=0 2=5 Collaborated with Bhasha avam Sanskriti vibhag	10

## 6. Faculty Profile and Research Activities (Score 73/100):

Sr. No.	Activity	Distribution of Scores	Score Claimed	Total Score
1.	% of Teachers with Ph.D.	<u>More than 70%</u> 61-70% = 04 51-60% = 03 Less than 50% = 02	05	05
2.	Teachers as Research Guides	4 points per research guidance (max. = 08)	0	08
3.	No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes, Workshops of one week or more attended by teachers (in last three years)	30% of faculty = 10, 20% of faculty = 08, 10% of faculty = 06, 5% of faculty = 04	10	10
4.	Projects/Patents/Fellowships/Associateships: 1. Major 2. Minor 3. Patents 4. Fellowships 5. Associateships	1. = 10 2. = 8 3. = 10 4. = 5 5. = 3	0	10
5.	No. of papers presented in Conferences/Seminars/Symposia (in last three years): 1. International 2. National/Regional/State Level	1. 2 points per paper presented 2. 1 point per paper presented	08	08
6.	Seminars, Workshops, Conferences and Trainings organized by the Institution: 1. International Level 2. National Level	1. 6 2. 4 3. 3	03	06

3. State Level				
7.	No. of papers published: 1. UGC care listed journals 2. Non-UGC care listed journals 3. Citations	1. 5 points per paper 2. 2 points per paper 3. 1 point per 20 citations	20	20
8.	Teachers' special innovative ideas (Brief description thereof)	5	5	5
9.	No. of Books Published/ Chapter in Books	5 point per book and 2 points per chapter	10	10
10.	Teachers' Academic and Extension Activities: 1. Resource Person 2. Member of Board of Studies/Subject Experts, etc. 3. Popular articles	1. 2 point each activity 2. 4 point each activity 3. 2 point each activity (Max. 10 points from all categories)	1=0 2=4 3=0	10
11.	Awards by Recognised and Reputed Organizations: 1. International 2. National 3. State	1. 08 2. 06 3. 04 (Max. 8 points from all categories)	1=0 2=0 3=8	8

7 Miscellaneous (score = 50/120)

Sr No	Activity	Distribution of score	Score Claimed	Total score
1	Any other information or initiative not covered above e.g. Institution incubation centre , R&D cum innovation centre , B.Voc, Self-Finance courses, Add- On courses, Internship, OJT, Green Audit, Academic staff audit	nil	0	50



2	Spot evaluation of institutions by the officers from the Directorate of Higher Education / representative of the Director of Higher Education	Yes	20	20
3	AG Audit paras settled up to date	yes	05	05
4	Local Audit paras settled up to date	yes	05	05
5	Timeline adhered to in the filling reply of the court cases/ RTI Applications/ Public grievance received through Mukhyamantri Seva Sankalp 1100and Centralized Public Grievance Redress and Monitoring System(CPGRAMS)	Yes	10	10
6	Invited speakers on various themes relevant to holistic development of students.	Yes	10	10
7	Skill development training (at least 20% students benefitted)	Yes	20	20

  
Principal

Govt. Nehru Sanskrit college  
Phagli-Shimla-171004