

**SCORE SHEET OF SELF -ASSESSMENT REPORT FOR THE SESSION 2023-24 IN R/O
DR. Y.S. PARMAR GOVT. PG COLLEGE NAHAN DISTT. SIRMAUR**

1 Teaching Learning Score (140)					
Sr.No.	Activity	Distribution of Scores	Total Score	Claimed Score	Link to the supporting document
1	Mode of teaching		25		https://gcnahan.in/pdfs/iqac/SAR/1.1.pdf
		1. Lecture method only = 6 2. Technology based teaching only =6 or (6+6=12) Blended teaching =12		12	
		3. Flipped Classroom =8		8	
		4. As per need of different groups of students =5		5	
2	Curriculum Planning and Implementation:		45		https://gcnahan.in/pdfs/iqac/SAR/1.2.pdf
	1. Teaching schedule =10	1 Followed 100% =10 80-99% =8 60-79 % =6 Up to 59% =4		10	
	2. Whether learning outcomes defined =5	2. 100% =5 80-99% =4 60-79% =3 Up to 59% =2		5	
	3. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visits) =16	3. 4.0* No. of enrichment practices observed =16		16	
	4. Internal assessment mechanism (quizzes, class test, presentation, assignments, MTT etc) (Max.8)	4. Followed by all the Departments =8 above 80% =6 60-79% =4 Up to 59% =2		8	
	5. Prompt communication of assessment / result to students =6 (e.g. displayed on college website/ notice board/ classes groups/submitted to COE)	within 7 Days =6 8-14 Days =3 More than 14 Days =Nil		6	

3	Add-on courses/ Certificate Courses:		20		https://gcnaahan.in/pdfs/iqac/SAR/1.3.pdf
	1. No. of courses (to be specified separately)	1.No. of courses >5 and student benefitted >50% =10+10		5	
2. % of students benefitted (% of students completed MOOCs /spoken tutorial /NPTEL/Other courses offered by recognized organisations)	2. No. of courses>3 and student benefitted 41-50% =7.5+7.5				
	3. No. of courses<3 and student benefitted 31-40% =5+5				
	4.No. of courses <3and student benefitted up to 30%				
4.	Student Feedback (taken from students with 80% attendance)		25		https://gcnaahan.in/pdfs/iqac/SAR/1.4.pdf
	1. Sample size	1.>25%=05,20-25%=4,15-19%=3;10-14%=2, <10%=1		5	
	2. Students satisfaction	2. 91-100%=10;81-90%=8; 71-80%=6; 61-70%=4; less than 61%=0		4	
	3. Action on feedback	3. Considered and action taken on doable 81-100% =10; 61-80%=8; 51-60%=6 41-50%=4		10	
5	Examination Results:		25		https://gcnaahan.in/pdfs/iqac/SAR/1.5.pdf
	1. % of Students Passed	1.>81%=9; 71-80%=8; 61-70%=7; 51-60%=6; 41-50%=4; 31-40%=3; <30%=0		9	
	2. %of students with A Grade and Above	2. >20% with A grade and above =8; 16-20%=7; 11-15%=6. 6-10%=5. 1-5%=4		8	
	3. No. of Students in University Merit	HPU/SPU merit list 1st -3rd position=8; 4th - 10th position=6		0	
2	Students Support, Services and Progression (Score 280)				
Sr. No.	Activity	Distribution of Scores	Total Score		

1	Pre and Post Admission counselling:		25		https://gcnahan.in/pdfs/iqac/SAR/2.1.1.pdf
	1. Admission schedule, courses available, student intake, eligibility conditions communicated through various media	1. Publicity through any 3 means=5; Publicity through any 2 means =3; Publicity through any 1 means =2	5	5	
	2. Pre-admission counselling	2. Yes =10 No =0	10	10	
	3. Students oriented about: Institutions, Students facilities, Library, Introductory session with faculty and staff, Academic calendar, requirements of credits per course and CCA and other requirements post admission	3. Post admission counselling/Induction=10	10	10	
2	Scholarships:		10		https://gcnahan.in/pdfs/iqac/SAR/2.2.pdf
	1. Awareness about different Scholarships Schemes and 100% coverage of all eligible students	1.=5		5	
	2. Scholarships other than Government Schemes	2.=5		5	
3	Sports and Cultural activities:		32		https://gcnahan.in/pdfs/iqac/SAR/2.3.pdf
	1. % of student participating in sports activities	1.>20% =10 16-20 =6 11-15% =2		10	
	2. % of students participating in cultural activities	2. >20% =10 16-20 =6 11-15% =2		10	
	3. Medal/Trophy won in Sports/Cultural activities a. National/Inter University b. State/Inter college c. district level (also includes cluster level)	a.12 b.10 c.6		12	

4	Students participating in NSS/NCC/Rangers & Rovers/Clubs:	1. NSS =4	20	4	https://gcnaahan.in/pdfs/iqac/SAR/2.4.pdf	
		2. NCC =4		4		
		Rangers & Rovers =4		4		
		Road Safety =4		4		
		Red Ribbon/Eco/Youth Red Cross /any other club/society =4		4		
5	NSS/NCC/RANGERS & Rovers Participating in		18		https://gcnaahan.in/pdfs/iqac/SAR/2.5.pdf	
		National camps /RD Parade State camps/Parade	1. 10 2. 7 (either of 1 or 2)			10
		Award won in these activities a) National b) State c) Cluster level	3.a) 8 b) 5 c) 3			8
6	Anti -Drug Awareness Programmes:		10		https://gcnaahan.in/pdfs/iqac/SAR/2.6.pdf	
		No. of awareness programmes organised	1. 4 and above = 4;3=3; 2=2, 1=1			4
		% of students benefitted	2. More than 50%=4			4
		Counselling of suspected addicts	3. 2			0
7	Gender Equity:		10		https://gcnaahan.in/pdfs/iqac/SAR/2.7.pdf	
		No. of health/sensitization programmes organised	1.3 and above =3;2=2;2=2=,1=1			3
		% of students benefitted	2. More than 20%=3;11-20=2			3
		Women anti-sexual harassment committee constituted as per norms	Yes=2			2
		Grievances Redressal as per timeline	Yes=2			2
8	Mentor-Mentee Groups: Sessions conducted per group of students	4 and more session= 10;3=8;2=5; 1=3	10	10	https://gcnaahan.in/pdfs/iqac/SAR/2.8.pdf	
9	Coaching for National level competitive examinations/ HAS	10	10	10	https://gcnaahan.in/pdfs/iqac/SAR/2.9.pdf	

10	Remedial classes/Bridge Courses: % of students benefitted	1. More than 20% =10 2. 16-20 =8 3. 11-15 =6 4. 6-10 =4	10	10	https://gcnahan.in/pdfs/iqac/SAR/2.10.pdf
11	Capacity Building of Students:		20		https://gcnahan.in/pdfs/iqac/SAR/2.11.pdf
	Life Skills (Yoga, Martial Arts, Problem solving, Critical thinking, Decision making, Effective communication skills, coping with stress and emotions etc.)	1. =10		10	
	Language-cum-Graduate attributes Development programmes	2. =10		10	
12	Career Counselling & Placement Cell:		20		https://gcnahan.in/pdfs/iqac/SAR/2.12.pdf
	No. Of Career Counselling Sessions organised for each group of students	1. More than 5=6; less than 5=4 2. More than 2=4; less than 2=2 3. Yes=4; No=0		6	
	Number of Placement Drives	4. More than 50%=6; Less than		6	
	Self-Employment Modules Organised	50%=4		4	
	No. of students Benefitted	50%=4		4	
13	Student Progressions:		30		https://gcnahan.in/pdfs/iqac/SAR/2.13.pdf
	% of Students opted for Higher Education	1. >50%=10; 30-50%=8; 20-30%=6; UP TO 20%=4		4	
	No. of students who cleared National Level examination (IAS, CDS, OTA, JAM, NET etc.) and HAS, A.P. through HPPSC	2.5.0*NO. OF STUDENTS (Max.20 points)		20	
14	No. of Co-curricular and Sports Activities organised :		25		https://gcnahan.in/pdfs/iqac/SAR/2.14.pdf
	1. Inter- University Events (Zonal/National)	1. Inter-University Events-10		0	
	2. Inter-College events	Inter-College events-6		6	

	3.Intra-College Events (Annual Athletic Meet and Cultural Functions)	Inter-College events-3 =Each (Max.9)		9	
15	Annual Prize Distribution Function Organized: (Yes/No)	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/2.15.pdf
16	College Magazine Published:(Yes/No)	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/2.16.pdf
17	College website updated regularly or not	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/2.17.pdf
3	Infrastructure & Resources (Score 160)				
Sr. No.	Activity	Distribution of Scores	Total Score		
1	Classrooms well maintained	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/3.1.pdf
2	Library Facilities		25		
	1. Whether adequate print books available	500 books per hundred students=3; Less than 500=1		3	
	Whether daily newspaper (minimum 5), magazines (minimum 3), and journals (minimum 3), available	Yes=3 No=0		3	
	whether access to e-resources available	Yes=3		3	https://gcnahan.in/pdfs/iqac/SAR/3.2.pdf
	Seating capacity in the Library	10% or more of the student strength=4		4	
	Usage of library resources	100%= 7 75%=5 50%=3 25%=1		7	
	Digital Library having at least 5 computer systems with internet facility.	Yes=5		5	
3	ICT Facilities:		25		

	No. of Interactive Panels/ Virtual Classrooms Multimedia Projectors/K-Yan	5 or more=5, 4=4,3=3,2=2,1=1		5
	% of teachers using ICT FACILITIES	>50%=5; <50 %=0		5
	No. of students benefitted from ICT facilities	<50%=5; <50 %=0		5
	4. Internet Connection-Leased Line/ Fibre Network/ Wi-Fi campus (Yes/No)	Yes=5		5
	5. Use of ICT facilities	100%=5 75%=4 50% =3 25%=2 <25% =0		5
4	Facilities for Specially abled Students:		4	
	1. Ramps/Wheelchairs/Support railing	1. Yes =2		2
	2. Separate Washrooms	2. Yes =2		2
5	Sports Facilities:		20	
	1. No. of games /sports activity conducted	1. More than 5=6;less than 5=4		6
	2. Indoor sport facilities	2. Yes=4		4
	3. Adequate sport equipment	3. Yes=4		4
	4.Gymnasium (Operational)	4. Yes=4		4
6	Auditorium/Hostels/Seminar Hall/Staff Quarters	Auditorium =4	16	4
		Hostels =4 (2 Point for each hostel)		2
		Staff Quarters=4		4
		Seminar Hall=4		4
7	1. Laboratories with adequate equipment according to syllabi	1. Yes =10	10	10

<https://gcnaahan.in/pdfs/igac/SAR/3.3.pdf>

<https://gcnaahan.in/pdfs/igac/SAR/3.4.pdf>

<https://gcnaahan.in/pdfs/igac/SAR/3.5.pdf>

<https://gcnaahan.in/pdfs/igac/SAR/3.6.pdf>

	2. Usage of available Lab infrastructure	2. 100%=10 75%=6 50%=5 25%=3 <25%=0	10	10	https://gcnaahan.in/pdfs/iqac/SAR/3.7.pdf
8	1. Adequate numbers of computers	1. One system per 30 students=5;31-40=3; 41-50=2, More than 50=1	5	5	https://gcnaahan.in/pdfs/iqac/SAR/3.8.pdf
	2. Usage of computer hardware	2. 100% =5 75%=4 50%=2 25%=1 <25%=0	5	5	
9	Canteen, Staff Room /Faculty Room, Space For NCC, NSS Rangers & Rovers, Examination Room, Medical Care Facilities	2 point each facility (Max10)	10	10	https://gcnaahan.in/pdfs/iqac/SAR/3.9.pdf
10	Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis	Yes=20 No=0	20	20	https://gcnaahan.in/pdfs/iqac/SAR/3.10.pdf
4	Institutional Management (Score 220)				
Sr. No.	Activity	Distribution of Scores	Total Score		
1	Institutional Vision:		18		https://gcnaahan.in/pdfs/iqac/SAR/4.1.pdf
	1. Vision Document	6 points each		6	
	2. Institutional Development Plan (IDP)			6	
	3. Plan of Action for above			6	
2	IQAC:		12		https://gcnaahan.in/pdfs/iqac/SAR/4.2.pdf
	1. No. of meetings per year	1. 4 meetings=6;3 meetings=4		6	
	2. No. of programmes organised (Trainings, workshops, IPR, etc.)	2.2 per activity (Max.6)		6	
3	Management of Institutional Funds:				

	1. Funds (BF, AF, PTA etc.) used/ spent for Institutional Development /student welfare	1.utilized >90% of the funds collected annually - 10. 71-90%-8; 51-70%-6; 31-50%-4; <30%-0	16	10	https://gcnahan.in/pdfs/iqac/SAR/4.3.pdf
	2. Periodic audit	2. Yes =2		2	
	3. Settlement of bills/advances within a specified time frame	3. Yes=4		4	
4	Grievance Redressal of Students and Employees		10		
	1. Redressal within week	1. 10		10	https://gcnahan.in/pdfs/iqac/SAR/4.4.pdf
	2.Redressal within month	2. 4			
	3. No redressal	3. Nill			
5	Green and Clean Campus:		16		
	1. Green initiatives of institution (at least 3)	1. 6		6	https://gcnahan.in/pdfs/iqac/SAR/4.5.pdf
	2.Cleanliness in washroom, buildings/campus	2. Excellent =10 Satisfactory =6 Poor=0		10	
6	Facilities for students:	3 for each facility	18		
	1. Common room for girl		3	3	https://gcnahan.in/pdfs/iqac/SAR/4.6.pdf
	2. adequate toilets as per students' strength		3	3	
	3. Sanitary napkin vending machine/incinerator regularly put in use		3	3	
	4. CSCA room with proper furniture		3	3	
	5. Students centre for co-curricular activities and its regular usage		3	3	
	6.Regular use of playground		3	3	

7	Regular Updating of Service Books/Service Records	Yes =3	3	3	https://gcnahan.in/pdfs/iqac/SAR/4.7.pdf
8	Timely Submission of ACRs	Yes =3	3	3	https://gcnahan.in/pdfs/iqac/SAR/4.8.pdf
9	Prompt Response to Official Correspondence	Yes =5	5	5	https://gcnahan.in/pdfs/iqac/SAR/4.9.pdf
10	Proper maintenance of official records (Cash books /Stock registers, Fund registers, Leave records, Fine fund etc.	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/4.10.pdf
11	Proper record of students' attendance and CCA	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/4.11.pdf
12	Whether ranked by NIRF, Other Agencies	Yes=10 No=0	10	10	https://gcnahan.in/pdfs/iqac/SAR/4.12.pdf
13	Whether accredited by NAAC	A and above (level 4 or 5) =20 B+& B++ (level 3)=16 B(Level 2)=12 Accredited (level 1)=10	20	10	https://gcnahan.in/pdfs/iqac/SAR/4.13.pdf
14	Whether AQARS are being submitted as per timeline annually or not	Yes=12 No=0	12	12	https://gcnahan.in/pdfs/iqac/SAR/4.14.pdf
15	Recognition for exemplary Contributions of the Staff and Students	4 point each	8	8	https://gcnahan.in/pdfs/iqac/SAR/4.15.pdf
16	Involvement of Stake Holders:		20	1	https://gcnahan.in/pdfs/iqac/SAR/4.16.pdf
	1. PTA	1) PTA constituted as per norms=1 PTA supportive =1		1	
	2. OSA	Significant contribution of PTA (enclose documentary proof) =10		10	
		2. OSA framed as per norms =1		1	
		Financial contribution or equivalent (in-kind) per 100 Alumni of Rs.25,000/ -per annum=3		3	
	Non-financial contribution (career counselling, talk, interactive session/facilitation in placement of students etc. on regular basis) =4			4	

17	Feedback from stakeholders other than Students and action taken thereon	Yes =4	4	4	https://gcnahan.in/pdfs/iqac/SAR/4.17.pdf
18	Annual review meeting on students' outcomes in academics, co-curricular, extracurricular and extension activities and action taken during next academic session for achieving excellence	Yes =25	25	25	https://gcnahan.in/pdfs/iqac/SAR/4.18.pdf
5	Best Practices, Innovation and Institution distinctiveness (Score) 80)				
Sr. No.	Activity	Distribution of Scores	Total Score		
1	Best Practices Description & Outcome of Best Practices (at least two):	10 points per best practice	20	20	https://gcnahan.in/pdfs/iqac/SAR/5.1.pdf
2	Special Initiatives Taken for:	4 points per initiative	24		https://gcnahan.in/pdfs/iqac/SAR/5.2.pdf
	1. Energy conservation/use of solar energy			4	
	2. Solid Waste Segregation/Management			4	
	3. Rainwater harvesting and its use for gardening and cleanliness			4	
	4. Plastic free campus			4	
	5. Blood donation camps			4	
	6. Adoption of village /educational institutions	4			
3	Social Impact of Extension Activities: (on the basis of Community Feedback)	Minimum three activities =10, 2 activities=8 1 activity =5	10	10	https://gcnahan.in/pdfs/iqac/SAR/5.3.pdf
4	Special New Innovative Initiatives or Ideas Adopted in the College. (Other than at Sr.No.5.2 above):	4 point each initiative (max=16)	16	16	https://gcnahan.in/pdfs/iqac/SAR/5.4.pdf
5	Collaborations:		10		

	1. With Peer Educational/ Research Institutions	5 points each (Max. 10 points)		5	https://gcnaahan.in/pdfs/iqac/SAR/5.5.pdf
	2. Other Government Bodies/Industry			5	
6	Faculty Profile & Research Activities (Score 100)				
Sr. No.	Activity	Distribution of Scores	Total Score		
1	% of Teachers with Ph.D.	More than 70%=5, 61-70%=4 51-60%=3 less than 50%=2	5	2	https://gcnaahan.in/pdfs/iqac/SAR/6.1.pdf
2	Teachers as Research Guides	4 points per research guidance (max=8)	8	0	
3	No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and Workshops of one week or more Attended by Teachers (in last three years)	30% of faculty=10, 20% of faculty=8, 10% of faculty=6, 5% of faculty=4	10	10	https://gcnaahan.in/pdfs/iqac/SAR/6.3.pdf
4	Projects/Parents/Fellowships/Associateships:				
	1. Major	1. 10	10	0	https://gcnaahan.in/pdfs/iqac/SAR/6.4.pdf
	2. Minor	2. 8		0	
	3. Patents	3. 10		10	
	4. Fellowships	4. 5		0	
	5. Associateships	5. 3 (Max.10)		0	
5	No. of Paper Presented in Conferences/ Seminars/Symposia (in last three years):		8		https://gcnaahan.in/pdfs/iqac/SAR/6.5.pdf
	1. International	1. 2 point per paper presented		6	
	2. National/Regional /State level	2. 1 point per paper presented		2	
6	Seminars, Workshops, Conferences and Trainings organised by the Institution				
	International Level	6	6	0	https://gcnaahan.in/pdfs/iqac/SAR/6.6.pdf

	National Level	4		4	
	State Level	3		3	
7	No. of Paper Published:				
	1. UGC Care List Journals	1. 5 points per paper	20	10	https://gcnaahan.in/pdfs/iqac/SAR/6.7.pdf
	2. Non-UGC Care List Journals	2. 2 points per paper		10	
	3. Citations	3. 1 point per 20 citations		0	
8	Teachers' Special Innovative Ideas (Brief description thereof)	5	5	5	https://gcnaahan.in/pdfs/iqac/SAR/6.8.pdf
9	No. of books Published /chapter in Books	5 points per book and 2 points per chapter	10	11	https://gcnaahan.in/pdfs/iqac/SAR/6.9.pdf
10	Teachers Academic and Extension Activities:				
	1. Resource person	1. 2 point each activity	10	2	https://gcnaahan.in/pdfs/iqac/SAR/6.10.pdf
	2. Member of Board of studies /Subject experts etc.	4 point each activity		8	
	3. Popular articles	3.2 point each activity (Max.10 points from all categories)		0	
11	Awards by Recognised & Reputed Organisations:				
	1. International	1 8	8	8	https://gcnaahan.in/pdfs/iqac/SAR/6.11.pdf
	2. National	2 6			
	3. State	3. 4 (Max .8 points from all categories)			
7	Miscellaneous (Score 120)				
Sr. No.	Activity	Distribution of Scores	Total Score		
1	Any other important information or innovation not covered above e.g. institution incubation centre,R & D cum innovation centre, B.Voc, Self-financing course, Add-on course, Internship, OJT, Green Audit, Academic audit etc.	10 Each (Mac.50)	50	50	https://gcnaahan.in/pdfs/iqac/SAR/7.1.pdf

2	Spot evaluation of institutions by the Officers from the Directorate of higher Education/representative of the Director of Higher Education	20	20	20	https://gcnaahan.in/pdfs/iqac/SAR/7.2.pdf
3	AG Audit paras settled up to date	Yes	5	5	https://gcnaahan.in/pdfs/iqac/SAR/7.3%20%207.4.pdf
4	Local audit Paras settled up to date	Yes	5	5	https://gcnaahan.in/pdfs/iqac/SAR/7.3%20%207.4.pdf
5	Timeline adhered to in filling reply of court cases/ RTI Application/ Public grievances received through Mukhyamantri Seva Sankalp 1100 and Centralised Public Grievance Redress and Monitoring System (CPGRAMS)	Yes	10	10	https://gcnaahan.in/pdfs/iqac/SAR/7.5.pdf
6	Invited speakers on various themes relevant to holistic development of students.	Yes	10	10	https://gcnaahan.in/pdfs/iqac/SAR/7.6.pdf
7	Skill Development Training (at least 20% students benefited)	Yes	20	20	https://gcnaahan.in/pdfs/iqac/SAR/7.7.pdf
GRAND TOTAL				1030	