



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**PT. HARISHANKAR SHUKLA MEMORIAL  
COLLEGE, RAIPUR**

- Name of the Head of the institution **Dr. Mamta Sharma**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **07712285244**
- Mobile no **9893111644**
- Registered e-mail **college.harishankar95@gmail.com**
- Alternate e-mail **dr.mamtaasharmaraipur@gmail.com**
- Address **Main Road Kachna, Raipur**
- City/Town **Raipur**
- State/UT **Chhatishgarh**
- Pin Code **492007**

##### **2.Institutional status**

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

- Financial Status **Self-financing**
- Name of the Affiliating University **Pt. Ravishankar Shukla University, Raipur**
- Name of the IQAC Coordinator **Dr. Sanjay Awasthi**
- Phone No. **07712442887**
- Alternate phone No. **9516011225**
- Mobile **9425021718**
- IQAC e-mail address **prof.sanjayawasthi@gmail.com**
- Alternate Email address **college.harishankar95@gmail.com**

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

<https://harishankargroup.com/college/uploads/iqac/AQAR/2019-2020.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

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

<https://harishankargroup.com/college/downloads.php>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.05</b>	<b>2016</b>	<b>05/11/2016</b>	<b>04/11/2021</b>

**6. Date of Establishment of IQAC**

**02/04/2014**

**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
<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>	<b>00</b>

**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 04**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**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)**

To make a plan for conducting the academic activities(Online Courses as per University Curriculum smoothly by online mode.

To create awareness among staff, Faculties, Students, Alumni's and other stack holders to follow the standard operating procedure and safety measures about covid - 19.

To make a plan to engage the students by helping them to do creative activities and skill development activities like sanitizer manufacturing, Mask making, and other skill development activities through online mode.

To help the covid patience by engaging NCC, NSS voluntaries of the college.In positive attitude.

To mobilize students,Alumni's etc, To develop positive and to create online skill development class as add on courses of the institutions.

**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
To conduct online classes as per university curriculum.	The college management has decided to conduct online classes to upgrade the level of students, and was found that

	more then 85 percent of student started attending the online class.
To provide skill development program to the students.	The college with the help of SHG cell and NSS, CSS wing started online skill development courses like Sanitizer manufacturing in home, Mask making in home etc which has helped students to get motivated along with their family members and was found that maximum students and the family members (more then 50% of stakeholders) implemented the scheme.
To create a healthy and hygienic environment.	Since the session of 2020-21 was Covid - 19 Affected so during lockdown the college management along with IQAC decided to create awareness programs in online mode so that the session along with health of the staff, students and their family members get benefited by it.
To utilize the maximum role of College Android App (Harishankar College).	The college has utilized its app in dual mode - 1) For Academic purpose, A daily time table was developed and was implemented as a result of which the students got connected with the teacher as per the time table and got benefited by it. It was found that more then 85% of students got connected and got benefited, as a result their online attendance,online exams were conducted smoothly. 2) The Second part of this app was helpful in the fees management (Online Payment via QR Code), Library Management ( Online Open resource of books)

13. Whether the AQAR was placed before

Yes

**statutory body?**

- Name of the statutory body

Name	Date of meeting(s)
College Academic Council and Governing Body	21/12/2020

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>PT. HARISHANKAR SHUKLA MEMORIAL COLLEGE, RAIPUR</b>
• Name of the Head of the institution	<b>Dr. Mamta Sharma</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>07712285244</b>
• Mobile no	<b>9893111644</b>
• Registered e-mail	<b>college.harishankar95@gmail.com</b>
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• City/Town	<b>Raipur</b>
• State/UT	<b>Chhatishgarh</b>
• Pin Code	<b>492007</b>
<b>2.Institutional status</b>	
• Affiliated /Constituent	<b>Affiliated</b>
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• Location	<b>Urban</b>
• Financial Status	<b>Self-financing</b>
• Name of the Affiliating University	<b>Pt. Ravishankar Shukla University, Raipur</b>
• Name of the IQAC Coordinator	<b>Dr. Sanjay Awasthi</b>

• Phone No.	07712442887						
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• IQAC e-mail address	prof.sanjayawasthi@gmail.com						
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<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://harishankargroup.com/college/uploads/igac/AQAR/2019-2020.pdf">https://harishankargroup.com/college/uploads/igac/AQAR/2019-2020.pdf</a>						
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes						
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>						
<b>5.Accreditation Details</b>							
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to		
Cycle 1	B	2.05	2016	05/11/2016	04/11/2021		
<b>6.Date of Establishment of IQAC</b>			02/04/2014				
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>							
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount			
00	00	00	00	00			
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• Upload latest notification of formation of IQAC			<a href="#">View File</a>				
<b>9.No. of IQAC meetings held during the year</b>			04				
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional			Yes				

website?		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
To make a plan for conducting the academic activities(Online Courses as per University Curriculum smoothly by online mode.		
To create awareness among staff, Faculties, Students, Alumni's and other stack holders to follow the standard operating procedure and safety measures about covid - 19.		
To make a plan to engage the students by helping them to do creative activities and skill development activities like sanitizer manufacturing, Mask making, and other skill development activities through online mode.		
To help the covid patience by engaging NCC, NSS voluntaries of the college. In positive attitude.		
To mobilize students, Alumni's etc, To develop positive and to create online skill development class as add on courses of the institutions.		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
To conduct online classes as per university curriculum.	The college management has decided to conduct online classes to upgrade the level of students, and was found that more then 85 percent of student started attending the online class.	
To provide skill development	The college with the help of	



program to the students.	SHG cell and NSS, CSS wing started online skill development courses like Sanitizer manufacturing in home, Mask making in home etc which has helped students to get motivated along with their family members and was found that maximum students and the family members (more than 50% of stakeholders) implemented the scheme.
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13. Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Academic Council and Governing Body	21/12/2020

#### 14. Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	06/08/2021

#### 15. Multidisciplinary / interdisciplinary

The college has Multidisciplinary sections. The main objective behind running a multidisciplinary institutions is to provide different academic, professional and skill development courses which can help the student to get employment.

The courses are (All the courses are implemented on online mode) -

1. Commerce
  1. B.Com (Plain & Computer Application)
  2. M.Com
2. Management
  1. B.B.A.
3. Computer Science
  1. DCA
  2. BCA
  3. PGDCA
  4. M.Sc.(CS)
4. Science
  1. B.Sc. (Maths / Bio / CS)
5. Education
  1. B.Ed.
  2. M.Ed.
6. Physical Education
  1. B.P.Ed.
  2. B.P.E.
7. Yoga
  1. Post Graduate Diploma in Yoga Education
8. Humanities.
  1. Bachelor of Arts

Along with it the college has been running various add - on courses for value addition and skill development like -

1. Sanitizer Manufacturing.
2. Mashroom Cultivation.
3. Mask Making.
4. Wormy Composting
5. Music
6. Spoken English
7. Computer Hardware & Networking
8. Tally and Accounting
9. Online Fitness Training
10. Online Yoga & Meditation
11. Cooking Class
12. Gardening

#### **16.Academic bank of credits (ABC):**

The college has constituted a credit system under the IQAC. Which is approved by college academic council to provide a complete road map for academic and non - academic activity on online mode. This credit system has been associated with SHG cell, Literary, Cultural and alumni cell along with the add on courses being run by the college related to social,cultural,ethical and empluable courses.

The main task behind the credit system is to allot credits to the student who complete the course at a particular level. The college is trying to get it approved by the university academic council.

#### **17.Skill development:**

The college has been running various skill development programs to enable students and other stakeholders to get employed either any organization or to become an entrepreneur. The college has been trying to develop an incubation centre for mashroom cultivation under SHG cell. The main skill development courses which was conducted on online mode are -

1. Sanitizer Manufacturing.
2. Mashroom Cultivation.
3. Mask Making.
4. Wormy Composting
5. Music

6. Spoken English
7. Computer Hardware & Networking
8. Tally and Accounting
9. Online Fitness Training
10. Online Yoga & Meditation
11. Cooking Class
12. Gardening

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

The Indian Knowledge system was introduced in the college in order to create familiarity, awareness and appreciation of Indian culture and heritage.

The students have been invited to participate in different cultural and literary courses and its competition. The college has conducted various contests introducing students to the cultural, specific food, tradition and rituals to know the culture and heritage of country.

The college has also introduced a book club in which students are asked to read books and gather knowledge. Students are also made aware of major Indian artists, writers, poets etc to learn Indian heritage. The college also executes yoga and meditation sessions to improve the mental and physical health of stakeholders.

During this session (2020-21) all the activities are performed on online mode.

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

The college has introduced outcome based education on online mode. By applying online based education we placed, our students at the centre of the program. Students are given assignments on the chapter or unit previously taught. In this assignment students are asked to recall, list and define important terms and topics of the unit/chapter taught. They are promoted to come forward with any queries regarding the topics and units. Students are also asked to find different ways in which the subject is related to human life and our environment. We also asked students to participate in various projects and visit. The evaluation of the test is also done on the basis of their intimacy with the subject and not just what is written. Students are also asked to create projects on various subjects or topics of their likings.

**20.Distance education/online education:**

The college does not run distance education program but it conducts regular courses of Pt. Ravishankar Shukla University along with value added courses on online mode for the session 2020-21.

The main objective behind it to conduct the academic programs on online mode in order to make the session (Affected by Covid - 19) successful and students should be benefited by the courses and develop skill and employability.

**Extended Profile****1.Programme**

1.1

15

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2.Student**

2.1

1299

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2

40

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

473

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

<b>3.Academic</b>	
3.1	<b>42</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	<b>42</b>
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	<b>32</b>
Total number of Classrooms and Seminar halls	
4.2	<b>11296201.49</b>
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	<b>91</b>
Total number of computers on campus for academic purposes	

## 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

At the beginning of each academic session, our college prepares his proposed academic calendar. Time Table is designed time table for all UG / PG programs as per the University norms. It is displayed on notice board. Teachers are informed about their workload and courses (Subjects). Teachers refer to the standard

reference books prescribed by the University along with latest information available through online and other resources for effective implementation of curriculum, Besides, the use of other teaching methods.

So our institution follows the syllabus designed by the Pt. Ravishankar Shukla University, Raipur. A strategy for delivering the syllabus is discussed and planned as per the academic calendar. Preparation is done according to the plans prepared. Departmental activities are also included in the plans. After carefully deciding the pattern for the delivery of syllabus a time table is created and delivered to the concerned classes which one followed throughout the session. Students are provided with a brief introduction of the curriculum at the beginning of the session. Each an every unit is planned ahead of delivery. Concerned authorities conduct regular meetings to review the difficulties faced while teaching. The HEI also conducts value added courses which is approved by the "College Academic Council" and the curriculum of these courses are designed, Conceptualized and conducted by college faculties.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

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

One of the major components of our education system is examination. The education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centered on getting good results in the examinations. Thus examinations have been overriding the process of education and are a matter of concern for stakeholders

Continuous internal evaluation is done through test and assignment. A test is conducted after each unit and assignment is given along with the competitions of each unit students performance and understanding is assessed by these assignment and tests. A final exam is conducted for overall assessment of the student's progress as per university norms. The HEI follows the

norms of Pt. Ravishankar Shukla University, Raipur for the implementation of academic calendar and on the basis of the norms the continuous internal evaluation process like -

1. The faculties are asked to do the evaluation process.
2. The faculties are directed to shortlist the students who are weak in the academics and on the basis of short listing remedial and tutorial classes are conducted throughout the session.
3. A feedback process is conducted for curriculum according to which a continuous internal evaluation is conducted by the institutions.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

## 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**



04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

08

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

310

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

The university integrates cross cutting issues relevant to gender, environment and sustainability, Human Values, Professional Ethics into the curriculum and such courses are studied by all UG & PG students .The cross cutting issues are part of specially designed

University Core courses which are compulsory for all UG/ PG program of the University. The Women cell of our college conducts various programs concerning gender sensitivity, equality and women empowerment, A one day program of safety pin conducted on 12 February 2020 in presence of Honorable Governor of CG Anusuiya uikey. To Impower the girls safety and self protection. Most of the students of our college participated in this programs. Similarly a program on Legal Rights of Women was conducted on 7 march 2022 in which 30 Male and 65 Female member participated . Every year a Women day celebration is organized to create awareness amongst girl students in our college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

07

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

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

236

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

## 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

1299

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

40

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Introduction Every students has different learning attitudes and learning habits. Within the classrooms faculty have to deal with different types of students; some are very intelligent who learn very fast and some are quite weak who learn very slowly. Therefore it is required to determine the abilities of students in the class. Based on the ability determined, some need only guidance and some students need a hard work and regular attention.

On the basis of preceding exam performance, current subject performance and class observation, learning speed students can be classified in two groups; advanced learners and slow learners. Each type of students has different learning attitudes and learning habits. A faculty has to adapt a teaching methodology such that he/she may not lose the attention of the slow learners and turn off the advanced learners.

The purpose of assessment of the learning levels of the students and conduction of activities for them is -

- Identification of the slow learners and advanced learners in the class.
- To ensure that slow learners and advanced learners are taken care as per their needs.
- To help them out for improvement in their academics.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1299	42

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Experiential learning means "Learning by Doing". Pt. Harishankar Shukla Memorial College utilizes many experiential learning methodologies like project work, teaching work, laboratory work, internships, assignments, Add-on courses, industrial visits, workshop, guest lectures and competitions. These activities are well planned and properly supervised by teachers so students can learn to apply knowledge and understanding.

For Participative Learning of students our college focus upon management activities, role plays, debates, speech, self-help group activities, classroom presentations and various cultural events in which students participate to develop and exhibit inner qualities with discipline. By these activities students learn to coordinate with other team mates and handle the performance pressure. Students are encouraged to take part in outside competitions.

Problem solving methodologies develops ability to take decisions with the use of knowledge and mental ability. For this purpose our college conducts induction programme, case study classes, quiz competitions, scientific lab experiments, career counselling and group discussions. Teachers give students proper guidance to excel

exams and listens their grievances, after unit tests and internal exams.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

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

In Pt. Harishankar Shukla Memorial College apart from traditional teaching methods to provide quality education teachers use so many ICT enabled tools such as PowerPoint presentations, LCD projectors, video clips, pdf, of books and hand written notes, audio system, computers, wifi enabled campus, own website, e-books, social media platforms (Whatsapp, zoom, google meet, facebook, youtube), email and specialized computer lab. College has subscription of N-List, National Digital Library and E-shodhsindhu through which students can get access of digital educational content including e-books, e-journals, research papers, research thesis and magazines on their smartphones. Teachers of all departments explain their course content through PowerPoint presentations. We have PPT bank to share it with students as part of regular, tutorial and remedial classes. Whatsapp group, email, Zoom and google meet platforms are used to share digital course content, conduct webinars, conduct unit test, to give assignments and to give notifications regarding time table, seminars, competitions, sports events, tours and scholarship. College conducts classes in hybrid mode (online and offline both) with the help of ICT enabled tools.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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**

12

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

42

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

17

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

27

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

The Mechanism of internal assessment of student in our college is categorized in two forms as per situation and guidelines-

Online mode - Internal assessment of the student's progress is done by different forms of evaluations and tests. Students were given assignment after completion of each unit and tests were conducted accordingly. Student's progress was made apparent by the test results and managed according to the work required. Students submitted their assignment in the form of PDF and tests were taken through Questionnaire created in the form of Google forms.

Offline mode - The assessment of student's progress is done through multiple tests throughout the year. Tests are conducted in the form of unit tests i.e. tests after completion of each unit. In addition to these test a final internal exam is conducted as a model form of the university exams. Student's progress is monitored throughout the year with these tests and exams.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

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



Students are subjected to unit tests after completion of each unit of the syllabus, and evaluation is done in due time. After declaration of test results to the students, their notebooks are provided to them to recheck and the evaluation by themselves. After that they receive feedback from their teacher regarding their performance. Any correction or addition is duly noted and discussed upon and necessary amendments are made on time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

## 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.

There are different programs that are being offered in our institute. At the time of admission counseling teachers discuss with students about courses and the career options after the completion of the chosen course. After being admitted into any of the program a student is able to choose between the elective courses offered to them. In order to get better performance out of the students a mechanism is used by the institution and teacher in which a test is conducted after the completion of each unit. Students get to see their growth and understanding of the things taught. After corrections the feedback is given to the students and based on the feedbacks and on the students need for improvement, assignments are given out and practical's are performed. We also conduct pre-university exams for the overall growths of the students are often organized guest lectures. After the completion of the course to aid the students in the preparation for a job, industrial visits are organized. Students can also enroll into different kinds of Add-on courses offered by our institution to develop their skills and enhance their knowledge. An exam is conducted after every such course and the students who qualify get certificates. Teachers also guide them for higher studies and career opportunities.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

**POs (Program Outcome)** - from all the programs offered by our institution, Program outcomes are determined and then analyzed. Data regarding the numbers of student that have passed the exams, out of the total number of students are gathered. Then an average is calculated and analyzed.

**PSOs (Program Specific Outcome)** - For program specific outcomes with courses college offers Add-on courses, designed in order to enhance students skills, which in turn helps in the overall development of students knowledge. So the students are prepared to face any and every kind of problems in exams and career.

**Cos (Course Outcomes)** - Course outcomes are evaluated on the basis of internal exams results, Student progression report and placements.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

**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**

**455**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

## 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://harishankargroup.com/college/downloads.php>

## 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)**

00

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)	No File Uploaded

**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**

02

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

### 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 as an institution has created an ecosystem of innovation for the transfer of knowledge under which a guidance is provided to the students to meet with the technological challenges, Entrepreneurship and research oriented facilities. Students are motivated to attend national and international level of Seminar, Workshop, Faculty Development Program (FDP) and the faculties are asked to publish papers of reviewed journals with impact factor and UGC care. The college has created an incubation centre to facilitate students to create an innovative idea and to convert it for economic cause.

College has applied for research centre in education and has 03 recognised research guide are -

1. Dr. Shantanu Paul (Dept. of Commerce)
2. Dr. Mamta Gupta (Dept. of Education)

### 3. Dr. Padma Bohre (Dept. of Education)

01faculty - Dr. Prachi Sharma (Dept. of Education) has got registered for intellectual property rights in the name of "Application of ICT in the Area of Virtual Archeaology For Students With Special Educational Needs In The Stage Of Compulsory Secondary Education".

Another Faculty - Mrs. Simarpreet Kaur (Dept. of Sciene) is in the process of registering patent under the title "Testing of ready to use Zinc Phosphide Formulation Under The Field & Storage Conditions".

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

#### 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

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

05

File Description	Documents
URL to the research page on HEI website	<a href="https://harishankargroup.com/college/">https://harishankargroup.com/college/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
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

14

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

02

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college has adopted various best practices out of which the 02 are as follows -

1) Mashroom Culivation & Wormy Composting - It is used for mashroom cultivation for which an encubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values.

2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode.

The college has adopted various best practices out of which the 02 are as follows -

1) Mashroom Culivation & Wormy Composting - It is used for mashroom cultivation for which an incubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values.

2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode.

3) Promotion of gender equality.

4) Solid & Liquid waste management.

5) Keeping the campus green and its auditing

6) Energy Audit

7) Ground water recharging

8) Digital Library, N-List and SOUL Software facility

9) Value Added Courses for Academic, Social & Cultural Values.

10) Awareness Program for Anti-Tobacco & other health sensitization.

11) Mask & Sanitizer Manufacturing

12) Vaccination of Covid -19 for Staff, Students & Outsiders.

13) Establishment of botanical garden.

14) Waste Paper Management

### 15) Establishment of Departmental Clubs, Knowledge Garden & Mentor,Mentee classes

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

#### 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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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

06

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>



**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**

284

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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**

02

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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**

10

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

## 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.

Pt. Harishakar Shukla Memorial College Has sufficient infrastructure for academic and non - academic sections of its own. The college has 36 rooms for teaching learning process, along with this the college has 07 labs( Physics , Chemistry, Botany, Zoology, Computer Science, Educational Technology and Psychology) The college has a mini gym which is used for the academic purpose of physical Education students along with other stakeholders of the college. The college has a central library enriched with more than 12000 books, journals. N-List, NDL and Soul Software. The college is furnished with an air conditioned auditorium for academics and cultural activities.

Since the college has physical education dept. so it has sufficient space for indoor and outdoor games. The college has a green campus with a separate administrative section. Many of the classrooms are enriched with E-resource. The college has its own canteen along with separate boys and girls hostel and parking facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

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

The institution has adequate facilities for cultural activities (Auditorium, Open landscape for bigger activities), Separate zones for indoor and outdoor games like Carrom, Chess, Badminton, Volleyball, Football, Kabbadi, Kho-Kho, Powerlifting, Weightlifting, Wrestling, Athletics etc. Our Management believes in the all-round development of our students. There is a lots of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly.

The college has mini gym and special section for yoga & meditation classes. Since the college runs university curriculum of physical education and yoga so it provides all the physical infrastructural facilities for students.

#### (A) SPORTS FACILITIES

College encourages sports activities. A number of players has played district, university, state and even national level games. It provides indoor games as well as outdoor games. Some of the outdoor games are:

- Chess
- Kabaddi
- Kho-Kho
- Volleyball
- Cricket
- Football
- Badminton
- Power lifting
- Weightlifting

Some of the indoor games available in college are: Carrom board  
Chess Gymnasium

#### (B) CULTURAL PROGRAMS

To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs. Some interesting programs by the committee are Nail Art, Rangoli, Poster Making , Mehendi, Essay Writing, and Drama Preparation etc. The in-charge of cultural committee is Mrs. Shiva Santoshi Madam.

Note - Since the session of 2020-21 was covid affected so the activities which are possible in online mode are performed

effectively.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

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

08

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

6589359

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their project, find a quiet place to study, and maybe even flip through magazine.

##### Library Services:

Our Library provide different types services through SOUL (Software of University Library) software the student and Staff Members such as -

- Books, E-Books, Journals, e- Journals, Project & CD Access.
- Reference Section with books
- News Papers
- OPAC Facility
- National Digital Library
- N - List

ILMS Details: The Institute installed Integrated Library Management System namely "SOUL" in the year 2014. Library has provision of s/w such as SOUL software and OPAC for students & faculty members to search books by title/ author name etc.

- Name of the ILMS S/W - SOUL
- Nature of Automation - Fully
- Version - 2.0
- Year of Automation - 2014

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

#### 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	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

761920

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

100

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 07 classrooms with LCD projectors,01

computerized office having all in one LaserJet Printer (Print/Scan/Copy) connected via LAN and Fully Wifi enabled System, along with that 01 central library with NLIST and NDL , SOUL software. 01- centralized air conditioned computer lab with the capacity of 90 students (Enabled with different configurations of PC's & LCD Projector),

01 - Fully air conditioned, digitally equipped (LCD Projector & sound system) auditorium hall (With the capacity of more than 200 audience). There is open access of Wi-Fi connectivity to all student and the staff members of the college. The principal chamber & IQAC is equipped with computer network and one large laser printer (Cannon 2006N (Image Runner)). All the departments of the college are provided with computer and other related accessories. The college has subscribed Foxtel internet service provider and BSNL broadband to enable the campus for e -resource facility. The college has developed its own website <https://harishankargroup.com/college/>. The institution has a full proof surveillance facility (CCTV) for security and effective governance. The college has two biometric devices (1 for staff & other for Education Student's).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

#### 4.3.2 - Number of Computers

91

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

6589359

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

There are well developed procedures for this where all stakeholders are involved. The procedures involve labelling all college files, stock register maintenance, signing of annual maintenance contracts and delegating responsibilities for actual maintenance/utilization of college facilities. Students are given proper instructions for usage of the equipment, books etc. All the purchases and repair & maintenance expenditure have been made as per central purchase and stock verification committee ensures that purchases follow the right procedures and that stock verification takes place periodically.

Library maintenance is carried out by librarian and her team who ensures good condition of books, regular book binding, and removal of old books; laboratories are regularly maintained by the Laboratory attendant and lab assistants; computers, UPS, Softwares and LCDs are maintained by technicians, Lab Assistants.



Dept.of Physical Education, Sports committee and support staff look after the sports facilities while gardeners are assigned for the upkeep of the gardens. The college management look after the maintainance of infratructure as per need.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

288

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

22

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

50

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

40

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**

**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

50

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

01

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 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.

00

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)	No File Uploaded

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- student representative- to principal madam meeting with principal madam student problems support in annual activities

Our institution facilitates students representation through our student union, 'student union', the union represent the students body ,any grievances are noted and carry to the union head, which in term is represented in front of the principal/ Management by the union head. The union also volunteers in the annual function and annual sports event, the leader is appointed on the basis of merit as per the guidance of Pt. Ravi Shankar Shukla University.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**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**

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

## 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

Our Alumni association named "Pt. Harishankar Shukla Alumni Welfare Association" which is registered with the Govt. of Chhattisgarh. The contribution by the alumni is not aimed at the infrastructure of the institution, instead it is used for the welfare of current students and ex- students in addition to their extended family and relatives.

Our Alumni meet and grip program conducted once a year is a valuable intellectual as well as emotional experience for students and the teachers. Our Alumni share their knowledge and experience with fellow alumni and students.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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 -

Pt. Harishankar Shukla Memorial College aims to excel high in the noble field of education by providing excellent educational opportunities which are responsive to the needs of the community and helps students to meet academic, economic, social and environmental challenges and to become active participants in shaping the world of the future.

### Mission -

"Vidhya dhanam sarva dhanam pradhanam" which means to spread the holy concept of education as we believe that this is remain asset which prevails with a person throughout the life and it provides all the significant provision to get to all the required services enhancing the criteria of a successful life.

Pt. Harishankar Shukla Memorial College provides a safe, friendly, accessible environment, where all students and community members may optimize their academic, personal career and cultural development.

As Pt. Harishankar Shukla Memorial College continuous to advance as a dynamic centre for a life long learning we will :

1. Develop a system for conscious, consistent and catalytic improvement in the overall performance of the students for the welfare of the society. Offer technological services and support for students, faculty and staff

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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

## Delegation of Power -

In any institution, the final decision making authority rests with the head. In our college Principal is the main authority to make any decision. These decision include administrative, Financial, Strategic Planning, College Administrative Decisions, University Work Decision, Examination, Research Decision, Faculty and employees related Decision.

1. To run the administrative work of the college successfully, separate committees has been formed at the college level, which has been assigned its own tasks and responsibilities. These are the different comities which performs their functions :
  - Examination cell, Cultural Comities, Placement Cell, Grievance Redressal Committee etc.
  - The College management keep discussing with its stakeholders and faculty members from time to time for various schemes and developments.
1. The examination cell works for the smooth conduct of various annual and semester examinations and external examinations held in the college.
2. The work of Anti Ragging Cell is to develop the college completely as Ragging Free Campus.
3. The placement cell continues to work in a continuous and smooth manner to get the students of the college placed in good place according to their qualifications and suitable plans for their development.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Strategic development plan -

It is based on SWOT analysis, quality improvement strategies



adopted by the institution is based on considering the vision, mission, quality policies, value and social factors and SWOT analysis. Strategic plans were drafted by giving more emphasis on strength, weakness, opportunities and threats of the institutions.

1. A Committee formed for establishing strategic plans consisting of Directors, Principal, and senior professors (Includes top Level And Middle level management).
2. After meeting and discussions various strategic plans are drafted and executed in the institutions and for successful implementation of plans, monitoring measures were taken.
3. The institution has commenced regular skill development programs, which will enhance the overall growth of students, faculty as well as organization.

#### Impact of Covid - 19 pandemic -

The Covid-19 Pandemic had profound impact not only on people health but also on how they learn work and live.

The closure of the campus learning and offline classes had negative impact on students from diverse background, who are more at risk of increased vulnerability are less likely to receive the support and extra services they need and the gap between students that experience additional barrier might widen.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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.

#### Governing Body -

It means such a body which work for the development of the organization, for its smooth operation. They are responsible for future plans, infrastructure, decision making of various level, implementation of plan.

1. The governing body consists of the Chairman of the institutions, Principal of the college, Representatives of the university and Representatives of the college.
2. In the administrative system after the chairman and the principal there are two different categories academic and non - academic departments of different faculties are kept in the academic category. Each department consist of the Head of the Department's and the staff of that Dept's.

**Appointment** -The right of the appointment in the college rests with the higher management, who in consultation with the, Principal and the member of the governing body, appoints the faculty and the staff in the college.

1. Appointment Under Sec - 28 -Under this, information is provided to the university keeping in mind the needs of concerned depts.
2. Appointment Under Management Rights (Other than Under Sec - 28)

**General Service rules -**

1. It is mandatory for all the employees to follow the rules made by the college.
2. It is mandatory for all the employees to come to the college related time in working days and stay there for fixed time.
3. It is the duty of every employee to complete the given job obligations within the time - period.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Link to Organogram of the institution webpage	<a href="https://harishankargroup.com/college/documents/2022-11-05-13-21-18_27_DOC.pdf">https://harishankargroup.com/college/documents/2022-11-05-13-21-18_27_DOC.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

**A. All of the above**

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

### 6.3 - Faculty Empowerment Strategies

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

The management of HEI provides the various welfare activities to the staff and students -

Welfare activities provided by the management to its staff -

1. Health care
2. Provident Fund
3. ESIC
4. Transport facilities for ladies staff.
5. Dress provides to class 4th employees at free of costs.
6. Wi-fi Facility.
7. Staff quarters for the domestic guards.
8. Gym Facility.
9. Seminar & Workshop

Welfare activities provides by the management to students -

1. Medical Facility
2. Canteen Facility
3. Transport Facility
4. Wi-fi Facility
5. Gym Facility
6. Seminar and workshop

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

### **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**

00

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)	No File Uploaded

### **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**

03

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### **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**

30

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

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

The college always strives for the best performance of its teaching and non teaching staff. The development of any organization depends upon the good performance and high end of the staff. They provides healthy enviornment to the employees of the

organization, motivates them and sees their performance in different ways.

#### 1. Appraisal by Principal to Employees :

To evaluate the work of the employees, the Principal of the college organizes a meeting at the end of every academic year, in which each teaching and non - teaching staff is involved and discuss their work done, throughout the year. In this discussion, the working strength and weakness of the employees are considered; suggestions and guidelines are given by the principal.

#### 1. Appraisal by the Students to the Teachers :

The help of students is also taken for the ability assessment of the teaching staff. Under this feedback is taken from the students once in every academic year. Based on this feedback, the work of the teaching staff is reviewed by the principal.

#### 1. Appraisal by the Students to the College :

A feedback is taken from the students in respect of college facilities and other arrangements periodically and at the end of each academic session. Based on the feedback received, the concerned Committee submits its reports to the principal and necessary action is taken by the principal.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

## 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

The institution has put in place a mechanism to conduct Internal & External audit of financial transaction. Every year to ensure financial compliance. Both Internal and external financial audit were conducted regularly in the organization.

#### 1. Internal Audit -

In Institution internal audit evaluates internal control, helps in maintaining accurate and timely financial reporting.

In our organization internal audit is conducted by (Internal Accountants) Accounting officer and the internal audit committee.

Internal audit is conducted periodically in the institution. This ensures the establishment of financial control over the organization.

#### 1. External Audit -

The purpose of external audit is to provide an independent examination by an independent body to verify that the financial statement provides a true and fair view of the financial statement i.e. the income & expenditure accounts reveals true and fair surplus and deficit of the financial year and balance sheet exhibits true and fair reflection, and books of accounts are made in accordance with the accounting standards issued by The Institute of Chartered Accountants of India (ICAI).

External audit of the organization is conducted annually by following all the norms and standards on audit by an independent audit firm :

YASHWANT JAIN AND COMPANY , M.S. NO - 077095

CHARTERED ACCOUNTANTS TAGORE NAGAR

RAIPUR (CG)

C.A. - YASHWANT JAIN

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**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)**

00

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)	No File Uploaded

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

Pt. Harishankar Shukla Memorial College is a self financed private institution, the main source of income of the institution is the fees received from the students and the interest received from fixed deposit.

#### Source of Funds -

- Students Fees
- Fixed Deposit Interest

#### Utilization of Funds -

- The Optimal use and utilization of funds is in various curricular, extracurricular and co-curricular activities conducted in the institution.
- Towards the payment of salary to academic and non-academics staff.
- Towards the development and beautification of the institution.
- Towards the contribution to social services.
- Towards conducting various Literary & cultural programs.
- For practical exposure educational tours were conducted for students.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>



## 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

The IQAC has been active throughout the session and is collectively working for increasing the viability of HEI. The IQAC under the chairperson Dr. Mamta Sharma use to plan different strategies at the start of the session. In the same way for session 2020 - 21 (Which is a unique session because of the pandemic Covid-19).The strategy formulation and its execution has become tough and complicated. The IQAC meeting (on 10th June 2020, Wednesday), during lockdown was done in virtual mode.

Conclusions are derived:

1. To ask academic council of college to prepare academic calendar.
2. To make an arrangements by asking to develop online applications for conducting virtual classes.
3. To prepare time table for virtual classes and to motivate faculty members to install online applications and get training for the use of the application.
4. After training the faculties are asked to conduct online classes, to take attendance and to conduct test in a virtual mode.
5. The students were also asked to install and use the application for getting academic mobilization.
6. It was also made clear to follow the SOP of Covid - 19 Pandemic.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/igac.php">https://harishankargroup.com/college/igac.php</a>
Upload any additional information	<a href="#">View File</a>

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 has made a structure and methodology of operation and learning process of teaching and learning process as per the academic calendar and was found that after the start of the session a periodic online test are conducted in virtual

mode.

- The students are motivated to attend the academic sessions and to learn and appear in examination.
- The examination papers are sent and the students are asked to attempt the papers and on the basis of attempt the evaluation is done and results are declared.
- Regular feedback is taken from different stakeholders, which is analysed and the suggestions are put before the management for decision and rectification.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**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)**

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://harishankargroup.com/college/igac.php">https://harishankargroup.com/college/igac.php</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The institution on its own has created a "Gender Equality Section" for reducing the difference of work culture between genders. In order to develop this avenue the institution has constituted "Grivence Redressal Cell" and CASH (Case against sexual harrasment)in which any type of complaints are handled with counselling and as per norms.

The college has taken into account that different academic and non academic activities inculsive of curicullar, co-cucricular and extra curricular activities should be given into the knowledge of both biys & girls equally and a transparent monitering for their participation are also performed at the same time.

The action plan for annual sesitization under Covid-19 conditions was taken into consideration that the boys and girls motivational and psychological esteemed should be maintained.The faculties are instructed to look after the participation of Boys & Girlsequally in the online course section and skill development section.The institution has separate room for boys and girls and separate hostels for boys and girls which is furnished with all emeties like television, newspaper, magzines, washroom, dinning room, kitchen & parking etc.All the sections of the instituions are continuously moniterd and under CCTV survilliance.

File Description	Documents
Annual gender sensitization action plan	<a href="#">1) The college management has a keen observation on gender sensitization in academic and non academic activities. 2) Gender equality section under SHG cell of IQAC has been constituted to look after the gender sensitization process. 3) Special guest lectures related to gender equality by experts are organized in online mode. 4) Grievance Redressal Cell is hyper active in tackling the complaints specially for girls and boys.</a>
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	<a href="#">1) In the session 2020-21 the college initiated an online session of girls on</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

The college has adopted "Solid Waste Management System" along with "Liquid waste Management System" & "E-Waste Management System". Under which the college is organizing a flagship project of Govt. of Chhattisgarh under the title "Narva/ Ghurva/ Baari" under which a cattle house is developed in the campus and the cow dung is utilized under "Solid Waste Management System" for the development of organic manure. This manure is utilized in the college campus in keeping it green Campus and in the college

**"Botanical Garden".**

The college has given training to utilize waste soap to prepare "Hand Wash" in Covid-19. In "Waste Water Management" the institution has made re-directional use of water to the Botanical Garden and to the plantation done in the college campus. The college has made a proposal to adopt rain water harvesting and has asked to the students to adopt the same practice in the house. Regarding E-waste management system the college has a collaboration with an IT firm in which the E-waste of college (Batteries, Motherboard, Hard disk etc.) are sent to the firm for recycle.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:**

**C. Any 2 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

#### 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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**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**

**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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 institution is continuously taking efforts to provide a better inclusive environment, as a result of which better education, economic upliftment of staff, students and their family and create social and communal harmony. The institution celebrates various significant days like - International Yoga Day, National day of stress free, Constitution day, International Aids Day, Swachha Bharat Divas, etc.

The institution has launched a scheme in the name of "Unnat Balika" under which the faculties, Students of education guide small girls for their health and hygiene along with keeping the family intact with co-ordination and co-operation. Special online sessions are conducted to motivate the girls (school going and girls from rural area's). Under this scheme, this scheme is a flagship scheme of the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Pt. Harishankar Shukla Memorial College gets an opportunity and it is an honour to develop student as a better citizen of the country for which the college under its theme line "Vidya Dhanam Sarv

Dhanam Pradhanam " justifies the value of education including the skill development and value added courses for the betterment of students.

The college has celebrated various occasions like -

- Constitution day (26 NOV)
- Road Safetyday (13FEB)
- International Yoga Day (21 JUNE)
- International Stress AwarenessDay
- Aids Awareness Day (01 DEC)
- Human Rights Day (10 DEC)
- Enviornment Day (05 June)

All this days are celebrated on online mode by conducting virtual seminar, knowledge awareness session & other is helpful for refelecting the students to become a better citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#"><u>Pt. Harishankar Shukla Memorial College gets an oppurtunity and it is an honour to develop student as a better citizen of the country for which the college under its theme line</u></a>
Any other relevant information	<a href="#"><u>N/A</u></a>

**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**



File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The college has celebrated various occasions like -

- Republic Day (26 Jan)
- Independence Day (15 Aug)
- Constitution day (26 NOV)
- Road Safetyday (13FEB)
- International Yoga Day (21 JUNE)
- International Stress AwarenessDay
- Aids Awareness Day (01 DEC)
- Human Rights Day (10 DEC)
- Environment Day (05 June)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

The college has adopted various best practices out of which the 02 are as follows -

1) Mushroom Cultivation & Wormy Composting - It is used for

mashroom cultivation for which an incubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values.

2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode.

File Description	Documents
Best practices in the Institutional website	<p><a href="#"><u>The college has adopted various best practices out of which the 02 are as follows - 1) Mashroom Culivation &amp; Wormy Composting - It is used for mashroom cultivation for which an incubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values. 2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode. 3) Promotion of gender equality. 4) Solid &amp; Liquid waste management. 5) Keeping the campus green and its auditing 6) Energy Audit 7) Ground water recharging 8) Digital Library, N-List and SOUL Software facility 9) Value Added Courses for Academic, Social &amp; Cultural Values. 10) Awareness Program for Anti-Tobbaco &amp; other health sensitization. 11) Mask &amp; Sanitizer Manufacturing 12) Vaccination of Covid -19 for Staff, Students &amp; Outsiders.13) Establishment of botanical garden. 14) Waste Paper Management 15) Establishment of Departmental Clubs, Knowledge Garden &amp; Mentor, Mentee classes</u></a></p>
Any other relevant information	N/A

### 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 institution during the Covid 19 time tried its best to conduct the academic and non academic activities. In all sense the staff and management of the institution made a PowerPoint attempt to develop academic lectures to be conducted in virtual mode.

The other objective of thrust and priority were to keep safe, healthy and to follow the SOP of Covid - 19 for which the academic staff maintaining the social distance, motivated students to get knowledge of the university course along with the value added and skill development courses. All the sessions and performance of the institutions related to academic and non academic during covid-19 has to be performed in top priority and was a big challenge. The institution performed all the objectives to the best of abilities, on top priority basis and was conducted successfully.

## 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

At the beginning of each academic session, our college prepares his proposed academic calendar. Time Table is designed time table for all UG / PG programs as per the University norms. It is displayed on notice board. Teachers are informed about their workload and courses (Subjects). Teachers refer to the standard reference books prescribed by the University along with latest information available through online and other resources for effective implementation of curriculum, Besides, the use of other teaching methods.

So our institution follows the syllabus designed by the Pt. Ravishankar Shukla University, Raipur. A strategy for delivering the syllabus is discussed and planned as per the academic calendar. Preparation is done according to the plans prepared. Departmental activities are also included in the plans. After carefully deciding the pattern for the delivery of syllabus a time table is created and delivered to the concerned classes which one followed throughout the session. Students are provided with a brief introduction of the curriculum at the beginning of the session. Each an every unit is planned ahead of delivery. Concerned authorities conduct regular meetings to review the difficulties faced while teaching. The HEI also conducts value added courses which is approved by the "College Academic Council" and the curriculum of these courses are designed, Conceptualized and conducted by college faculties.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

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

One of the major components of our education system is

examination. The education process in any discipline of learning ends with examinations. The entire effort put in by the teachers on teaching and the student on learning is centered on getting good results in the examinations. Thus examinations have been overriding the process of education and are a matter of concern for stakeholders

Continuous internal evaluation is done through test and assignment. A test is conducted after each unit and assignment is given along with the competitions of each unit students performance and understanding is assessed by these assignment and tests. A final exam is conducted for overall assessment of the student's progress as per university norms. The HEI follows the norms of Pt. Ravishankar Shukla University, Raipur for the implementation of academic calendar and on the basis of the norms the continuous internal evaluation process like -

1. The faculties are asked to do the evaluation process.
2. The faculties are directed to shortlist the students who are weak in the academics and on the basis of short listing remedial and tutorial classes are conducted throughout the session.
3. A feedback process is conducted for curriculum according to which a continuous internal evaluation is conducted by the institutions.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

08

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

310

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The university integrates cross cutting issues relevant to gender, environment and sustainability, Human Values, Professional Ethics into the curriculum and such courses are studied by all UG & PG students .The cross cutting issues are part of specially designed University Core courses which are compulsory for all UG/ PG program of the University. The Women cell of our college conducts various programs concerning gender sensitivity, equality and women empowerment, A one day program of safety pin conducted on 12 February 2020 in presence of Honorable Governor of CG Anusuiya uikey. To Impower the girls safety and self protection. Most of the students of our college participated in this programs. Similarly a program on Legal Rights of Women was conducted on 7 march 2022 in which 30 Male and 65 Female member participated . Every year a Women day celebration is organized to create awareness amongst girl students in our college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

07

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

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

236

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 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	A. All of the above



File Description	Documents
URL for stakeholder feedback report	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

#### C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

### 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

1299

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

##### 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

40

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

**Introduction** Every students has different learning attitudes and learning habits. Within the classrooms faculty have to deal with different types of students; some are very intelligent who learn very fast and some are quite weak who learn very slowly. Therefore it is required to determine the abilities of students in the class. Based on the ability determined, some need only guidance and some students need a hard work and regular attention.

On the basis of preceding exam performance, current subject performance and class observation, learning speed students can be classified in two groups; advanced learners and slow learners. Each type of students has different learning attitudes and learning habits. A faculty has to adapt a teaching methodology such that he/she may not lose the attention of the slow learners and turn off the advanced learners.

The purpose of assessment of the learning levels of the students and conduction of activities for them is -

- Identification of the slow learners and advanced learners in the class.
- To ensure that slow learners and advanced learners are taken care as per their needs.
- To help them out for improvement in their academics.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1299	42

File Description	Documents
Any additional information	<a href="#">View File</a>

**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

Experiential learning means "Learning by Doing". Pt. Harishankar Shukla Memorial College utilizes many experiential learning methodologies like project work, teaching work, laboratory work, internships, assignments, Add-on courses, industrial visits, workshop, guest lectures and competitions. These activities are well planned and properly supervised by teachers so students can learn to apply knowledge and understanding.

For Participative Learning of students our college focus upon management activities, role plays, debates, speech, self-help group activities, classroom presentations and various cultural events in which students participate to develop and exhibit inner qualities with discipline. By these activities students learn to coordinate with other team mates and handle the performance pressure. Students are encouraged to take part in outside competitions.

Problem solving methodologies develops ability to take decisions with the use of knowledge and mental ability. For this purpose our college conducts induction programme, case study classes, quiz competitions, scientific lab experiments, career counselling and group discussions. Teachers give students proper guidance to excel exams and listens their grievances, after unit tests and internal exams.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

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

In Pt. Harishankar Shukla Memorial College apart from traditional teaching methods to provide quality education teachers use so many ICT enabled tools such as PowerPoint presentations, LCD projectors, video clips, pdf, of books and hand written notes, audio system, computers, wifi enabled campus, own website, e-books, social media platforms (Whatsapp, zoom, google meet, facebook, youtube), email and specialized computer lab. College has subscription of N-List, National Digital Library and E-shodhsindhu through which students can get access of digital educational content including e-books, e-journals, research papers, research thesis and magazines on their smartphones. Teachers of all departments explain their course content through PowerPoint presentations. We have PPT bank to share it with students as part of regular, tutorial and remedial classes. Whatsapp group, email, Zoom and google meet platforms are used to share digital course content, conduct webinars, conduct unit test, to give assignments and to give notifications regarding time table, seminars, competitions, sports events, tours and scholarship. College conducts classes in hybrid mode (online and offline both) with the help of ICT enabled tools.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

**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**

12

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

42

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

17

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

**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**

27

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

The Mechanism of internal assessment of student in our college is categorized in two forms as per situation and guidelines-

Online mode - Internal assessment of the student's progress is done by different forms of evaluations and tests. Students were given assignment after completion of each unit and tests were conducted accordingly. Student's progress was made apparent by the test results and managed according to the work required. Students submitted their assignment in the form of PDF and tests were taken through Questionnaire created in the form of Google forms.

Offline mode - The assessment of student's progress is done through multiple tests throughout the year. Tests are conducted in the form of unit tests i.e. tests after completion of each unit. In addition to these test a final internal exam is conducted as a model form of the university exams. Student's progress is monitored throughout the year with these tests and exams.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

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

Students are subjected to unit tests after completion of each unit of the syllabus, and evaluation is done in due time. After declaration of test results to the students, their notebooks are provided to them to recheck and the evaluation by themselves. After that they receive feedback from their teacher regarding their performance. Any correction or addition is duly noted and discussed upon and necessary amendments are made on time.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

## 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.

There are different programs that are being offered in our institute. At the time of admission counseling teachers discuss with students about courses and the career options after the completion of the chosen course. After being admitted into any of the program a student is able to choose between the elective courses offered to them. In order to get better performance out of the students a mechanism is used by the institution and teacher in which a test is conducted after the completion of each unit. Students get to see their growth and understanding of the things taught. After corrections the feedback is given to the students and based on the feedbacks and on the students need for improvement, assignments are given out and practical's are performed. We also conduct pre-university exams for the overall growths of the students are often organized guest lectures. After the completion of the course to aid the students in the preparation for a job, industrial visits are organized. Students can also enroll into different kinds of Add-on courses offered by our institution to develop their skills and enhance their knowledge. An exam is conducted after every such course and the students who qualify get certificates. Teachers also guide them for higher studies and career opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

POs (Program Outcome) - from all the programs offered by our institution, Program outcomes are determined and then analyzed. Data regarding the numbers of student that have passed the exams, out of the total number of students are gathered. Then an average is calculated and analyzed.

PSOs (Program Specific Outcome) - For program specific outcomes with courses college offers Add-on courses, designed in order to enhance students skills, which in turn helps in the overall development of students knowledge. So the students are prepared to face any and every kind of problems in exams and career.

Cos (Course Outcomes) - Course outcomes are evaluated on the basis of internal exams results, Student progression report and placements.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>

### 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

455



File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>

## 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://harishankargroup.com/college/downloads.php>

## 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)**

00

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)	No File Uploaded

**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**

02

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 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

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

### 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 as an institution has created an ecosystem of innovation for the transfer of knowledge under which a guidance is provided to the students to meet with the technological challenges, Entrepreneurship and research oriented facilities. Students are motivated to attend national and international level of Seminar, Workshop, Faculty Development Program (FDP) and the faculties are asked to publish papers of reviewed journals with impact factor and UGC care. The college has created an incubation centre to facilitate students to create an innovative idea and to convert it for economic cause.

College has applied for research centre in education and has 03 recognised research guide are -

1. Dr. Shantanu Paul (Dept. of Commerce)

2. Dr. Mamta Gupta (Dept. of Education)

3. Dr. Padma Bohre (Dept. of Education)

01faculty - Dr. Prachi Sharma (Dept. of Education)has got registered for intellectual property rights in the name of " Application of ICT in the Area of Virtual Archeaology For Students With Special Educational Needs In The Stage Of Compulsory Secondry Education ".

Another Faculty - Mrs. Simarpreet Kaur (Dept. of Sciene) is in the process of registering patent under the title "Testing of ready to use Zinc Phosphide Formulation Under The Field & Storage Conditions ".

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>

### 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

03

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

05

File Description	Documents
URL to the research page on HEI website	<a href="https://harishankargroup.com/college/">https://harishankargroup.com/college/</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
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

14

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 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

02

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

The college has adopted various best practices out of which the 02 are as follows -

1) Mashroom Culivation & Wormy Composting - It is used for mashroom cultivation for which an encubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values.

2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode.

The college has adopted various best practices out of which the 02 are as follows -

1) Mashroom Culivation & Wormy Composting - It is used for mashroom cultivation for which an incubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values.

2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode.

3) Promotion of gender equality.

4) Solid & Liquid waste management.

5) Keeping the campus green and its auditing

6) Energy Audit

7) Ground water recharging

8) Digital Library, N-List and SOUL Software facility

9) Value Added Courses for Academic, Social & Cultural Values.

10) Awareness Program for Anti-Tobacco & other health sensitization.

11) Mask & Sanitizer Manufacturing

12) Vaccination of Covid -19 for Staff, Students & Outsiders.

13) Establishment of botanical garden.

14) Waste Paper Management

### 15) Establishment of Departmental Clubs, Knowledge Garden & Mentor,Mentee classes

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

### 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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
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

06

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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****284**

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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****02**

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**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****10**

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

## 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.

Pt. Harishakar Shukla Memorial College Has sufficient infrastructure for academic and non - academic sections of its own. The college has 36 rooms for teaching learning process, along with this the college has 07 labs( Physics , Chemistry, Botany, Zoology, Computer Science, Educational Technology and Psychology) The college has a mini gym which is used for the academic purpose of physical Education students along with other stakeholders of the college. The college has a central library enriched with more than 12000 books, journals. N-List, NDL and Soul Software. The college is furnished with an air conditioned auditorium for academics and cultural activities.

Since the college has physical education dept. so it has sufficient space for indoor and outdoor games. The college has a green campus with a separate administrative section. Many of the classrooms are enriched with E-resource. The college has its own canteen along with separate boys and girls hostel and parking facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastructure.php">https://harishankargroup.com/college/infrastructure.php</a>

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



The institution has adequate facilities for cultural activities (Auditorium, Open landscape for bigger activities), Separate zones for indoor and outdoor games like Carrom, Chess, Badminton, Volleyball, Football, Kabbadi, Kho-Kho, Powerlifting, Weightlifting, Wrestling, Athletics etc. Our Management believes in the all-round development of our students. There is a lots of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly.

The college has mini gym and special section for yoga & meditation classes. Since the college runs university curriculum of physical education and yoga so it provides all the physical infrastructural facilities for students.

#### (A) SPORTS FACILITIES

College encourages sports activities. A number of players has played district, university, state and even national level games. It provides indoor games as well as outdoor games. Some of the outdoor games are:

- Chess
- Kabaddi
- Kho-Kho
- Volleyball
- Cricket
- Football
- Badminton
- Power lifting
- Weightlifting

Some of the indoor games available in college are: Carrom board Chess Gymnasium

#### (B) CULTURAL PROGRAMS

To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs. Some interesting programs by the committee are Nail Art, Rangoli, Poster Making , Mehendi, Essay Writing, and Drama Preparation etc. The in-charge of cultural committee is Mrs. Shiva Santoshi Madam.

Note - Since the session of 2020-21 was covid affected so the

activities which are possible in online mode are performed effectively.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>

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

08

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

6589359

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

The Library plays a central role in enhancing the quality of academic and research environment in Education institutions. The Institute library is a place in the Institute where huge collections of academic books, journals, magazines, projects, rare books, other knowledgeable books and newspapers are kept. These books are made available to the students to increase their knowledge and understanding on various subjects. The college library is an important hub of student life. There, student can check out books, conduct their project, find a quiet place to study, and maybe even flip through magazine.

## Library Services:

Our Library provide different types services through SOUL (Software of University Library) software the student and Staff Members such as -

- Books, E-Books, Journals, e- Journals, Project & CD Access.
- Reference Section with books
- News Papers
- OPAC Facility
- National Digital Library
- N - List

ILMS Details: The Institute installed Integrated Library Management System namely "SOUL" in the year 2014. Library has provision of s/w such as SOUL software and OPAC for students & faculty members to search books by title/ author name etc.

- Name of the ILMS S/W - SOUL
- Nature of Automation - Fully
- Version - 2.0
- Year of Automation - 2014

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>

## 4.2.2 - The institution has subscription for

A. Any 4 or more of the above

the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 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)

761920

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

100

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 07 classrooms with LCD projectors, 01 computerized office having all in one LaserJet Printer (Print/Scan/Copy) connected via LAN and Fully Wifi enabled System, along with that 01 central library with NLIST and NDL, SOUL software. 01- centralized air conditioned computer lab with the capacity of 90 students (Enabled with different configurations of PC's & LCD Projector),

01 - Fully air conditioned, digitally equipped (LCD Projector & sound system) auditorium hall (With the capacity of more than 200 audience). There is open access of Wi-Fi connectivity to all student and the staff members of the college. The principal chamber & IQAC is equipped with computer network and one large laser printer (Cannon 2006N (Image Runner)). All the departments of the college are provided with computer and other related accessories. The college has subscribed Foxtel internet service provider and BSNL broadband to enable the campus for e-resource facility. The college has developed its own website <https://harishankargroup.com/college/>. The institution has a full proof surveillance facility (CCTV) for security and effective governance. The college has two biometric devices (1 for staff & other for Education Student's).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>

#### 4.3.2 - Number of Computers

91

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

6589359

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

There are well developed procedures for this where all stakeholders are involved. The procedures involve labelling all college files, stock register maintenance, signing of annual maintenance contracts and delegating responsibilities for actual maintenance/utilization of college facilities. Students are given proper instructions for usage of the equipment, books etc. All the purchases and repair & maintenance expenditure have been made as per central purchase and stock verification committee ensures that purchases follow the right procedures and that stock verification takes place periodically.

Library maintenance is carried out by librarian and her team who ensures good condition of books, regular book binding, and removal of old books; laboratories are regularly maintained by the Laboratory attendant and lab assistants; computers, UPS,

Softwares and LCDs are maintained by technicians, Lab Assistants.

Dept.of Physical Education, Sports committee and support staff look after the sports facilities while gardeners are assigned for the upkeep of the gardens. The college management look after the maintainance of infratructure as per need.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/infrastucture.php">https://harishankargroup.com/college/infrastucture.php</a>

## 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

288

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 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

22

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**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**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

**50**

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

**40**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent**

**A. All of the above**



**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**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

50

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

01

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

### 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.

00

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)	No File Uploaded

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- student representative- to principal madam meeting with principal madam student problems support in annual activities

Our institution facilitates students representation through our student union, 'student union', the union represent the students body ,any grievances are noted and carry to the union head, which in term is represented in front of the principal/ Management by the union head. The union also volunteers in the annual function and annual sports event, the leader is appointed on the basis of merit as per the guidance of Pt. Ravi Shankar Shukla University.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**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**

04

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

Our Alumni association named "Pt. Harishankar Shukla Alumni Welfare Association" which is registered with the Govt. of Chhattisgarh. The contribution by the alumni is not aimed at the infrastructure of the institution, instead it is used for the welfare of current students and ex- students in addition to their extended family and relatives.

Our Alumni meet and grip program conducted once a year is a valuable intellectual as well as emotional experience for students and the teachers. Our Alumni share their knowledge and experience with fellow alumni and students.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 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 -

Pt. Harishankar Shukla Memorial College aims to excel high in the noble field of education by providing excellent educational opportunities which are responsive to the needs of the community and helps students to meet academic, economic, social and environmental challenges and to become active participants in shaping the world of the future.

### Mission -

"Vidhya dhanam sarva dhanam pradhanam" which means to spread the holy concept of education as we believe that this is remain asset which prevails with a person throughout the life and it provides all the significant provision to get to all the required services enhancing the criteria of a successful life.

Pt. Harishankar Shukla Memorial College provides a safe, friendly, accessible environment, where all students and community members may optimize their academic, personal career and cultural development.

As Pt. Harishankar Shukla Memorial College continuous to advance as a dynamic centre for a life long learning we will :

1. Develop a system for conscious, consistent and catalytic improvement in the overall performance of the students for the welfare of the society. Offer technological services and support for students, faculty and staff

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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

**Delegation of Power -**

In any institution, the final decision making authority rests with the head. In our college Principal is the main authority to make any decision. These decision include administrative, Financial, Strategic Planning, College Administrative Decisions, University Work Decision, Examination, Research Decision, Faculty and employees related Decision.

1. To run the administrative work of the college successfully, separate committees has been formed at the college level, which has been assigned its own tasks and responsibilities. These are the different comities which performs their functions :

- Examination cell, Cultural Comities, Placement Cell, Grievance Redressal Committee etc.
- The College management keep discussing with its stakeholders and faculty members from time to time for various schemes and developments.

1. The examination cell works for the smooth conduct of various annual and semester examinations and external examinations held in the college.
2. The work of Anti Ragging Cell is to develop the college completely as Ragging Free Campus.
3. The placement cell continues to work in a continuous and smooth manner to get the students of the college placed in good place according to their qualifications and suitable plans for their development.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**6.2 - Strategy Development and Deployment**

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Strategic development plan -**

It is based on SWOT analysis, quality improvement strategies

adopted by the institution is based on considering the vision, mission, quality policies, value and social factors and SWOT analysis. Strategic plans were drafted by giving more emphasis on strength, weakness, opportunities and threats of the institutions.

1. A Committee formed for establishing strategic plans consisting of Directors, Principal, and senior professors (Includes top Level And Middle level management).
2. After meeting and discussions various strategic plans are drafted and executed in the institutions and for successful implementation of plans, monitoring measures were taken.
3. The institution has commenced regular skill development programs, which will enhance the overall growth of students, faculty as well as organization.

#### Impact of Covid - 19 pandemic -

The Covid-19 Pandemic had profound impact not only on people health but also on how they learn work and live.

The closure of the campus learning and offline classes had negative impact on students from diverse background, who are more at risk of increased vulnerability are less likely to receive the support and extra services they need and the gap between students that experience additional barrier might widen.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

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.

#### Governing Body -

It means such a body which work for the development of the organization, for its smooth operation. They are responsible

for future plans, infrastructure, decision making of various level, implementation of plan.

1. The governing body consists of the Chairman of the institutions, Principal of the college, Representatives of the university and Representatives of the college.
2. In the administrative system after the chairman and the principal there are two different categories academic and non - academic departments of different faculties are kept in the academic category. Each department consist of the Head of the Department's and the staff of that Dept's.

**Appointment** -The right of the appointment in the college rests with the higher management, who in consultation with the, Principal and the member of the governing body, appoints the faculty and the staff in the college.

1. Appointment Under Sec - 28 -Under this, information is provided to the university keeping in mind the needs of concerned depts.
2. Appointment Under Management Rights (Other than Under Sec - 28)

**General Service rules -**

1. It is mandatory for all the employees to follow the rules made by the college.
2. It is mandatory for all the employees to come to the college related time in working days and stay there for fixed time.
3. It is the duty of every employee to complete the given job obligations within the time - period.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Link to Organogram of the institution webpage	<a href="https://harishankargroup.com/college/documents/2022-11-05-13-21-18_27_DOC.pdf">https://harishankargroup.com/college/documents/2022-11-05-13-21-18_27_DOC.pdf</a>
Upload any additional information	<a href="#">View File</a>



<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>A. All of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
The management of HEI provides the various welfare activities to the staff and students -	
Welfare activities provided by the management to its staff -	
<ol style="list-style-type: none"> <li>1. Health care</li> <li>2. Provident Fund</li> <li>3. ESIC</li> <li>4. Transport facilities for ladies staff.</li> <li>5. Dress provides to class 4th employees at free of costs.</li> <li>6. Wi-fi Facility.</li> <li>7. Staff quarters for the domestic guards.</li> <li>8. Gym Facility.</li> <li>9. Seminar &amp; Workshop</li> </ol>	
Welfare activities provides by the management to students -	
<ol style="list-style-type: none"> <li>1. Medical Facility</li> <li>2. Canteen Facility</li> <li>3. Transport Facility</li> <li>4. Wi-fi Facility</li> <li>5. Gym Facility</li> <li>6. Seminar and workshop</li> </ol>	

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

### **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**

00

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)	No File Uploaded

### **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**

03

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
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)	<a href="#">View File</a>

#### **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**

30

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

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

The college always strives for the best performance of its teaching and non teaching staff. The development of any organization depends upon the good performance and high end of

the staff. They provides healthy enviornment to the employees of the organization, motivates them and sees their performance in different ways.

#### 1. Appraisal by Principal to Employees :

To evaluate the work of the employees, the Principal of the college organizes a meeting at the end of every academic year, In which each teaching and non - teaching staff is involved and discuss their work done, throughout the year. In this discussion, the working strength and weakness of the employees are considered; suggestions and guidelines are given by the principal.

#### 1. Appraisal by the Students to the Teachers :

The help of students is also taken for the ability assessment of the teaching staff. Under this feedback is taken from the students once in every academic year. Based on this feedback, the work of the teaching staff is reviewed by the principal.

#### 1. Appraisal by the Students to the College :

A feedback is taken from the students in respect of college facilities and other arrangements periodically and at the end of each academic session. Based on the feedback received, the concerned Committee submits its reports to the principal and necessary action is taken by the principal.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

### 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

The institution has put in place a mechanism to conduct Internal & External audit of financial transaction. Every year to ensure financial compliance. Both Internal and external financial audit were conducted regularly in the organization.

**1. Internal Audit -**

In Institution internal audit evaluates internal control, helps in maintaining accurate and timely financial reporting.

In our organization internal audit is conducted by (Internal Accountants) Accounting officer and the internal audit committee.

Internal audit is conducted periodically in the institution. This ensures the establishment of financial control over the organization.

**1. External Audit -**

The purpose of external audit is to provide an independent examination by an independent body to verify that the financial statement provides a true and fair view of the financial statement i.e. the income & expenditure accounts reveals true and fair surplus and deficit of the financial year and balance sheet exhibits true and fair reflection, and books of accounts are made in accordance with the accounting standards issued by The Institute of Chartered Accountants of India (ICAI).

External audit of the organization is conducted annually by following all the norms and standards on audit by an independent audit firm :

YASHWANT JAIN AND COMPANY , M.S. NO - 077095

CHARTERED ACCOUNTANTS TAGORE NAGAR

RAIPUR (CG)

C.A. - YASHWANT JAIN

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**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)**

00

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)	No File Uploaded

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

Pt. Harishankar Shukla Memorial College is a self financed private institution, the main source of income of the institution is the fees received from the students and the interest received from fixed deposit.

**Source of Funds -**

- Students Fees
- Fixed Deposit Interest

**Utilization of Funds -**

- The Optimal use and utilization of funds is in various curricular, extracurricular and co-curricular activities conducted in the institution.
- Towards the payment of salary to academic and non-academics staff.
- Towards the development and beautification of the institution.
- Towards the contribution to social services.
- Towards conducting various Literary & cultural programs.
- For practical exposure educational tours were conducted for students.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

## 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

The IQAC has been active throughout the session and is collectively working for increasing the viability of HEI. The IQAC under the chairperson Dr. Mamta Sharma use to plan different strategies at the start of the session. In the same way for session 2020 - 21 (Which is a unique session because of the pandemic Covid-19).The strategy formulation and its execution has become tough and complicated. The IQAC meeting (on 10th June 2020, Wednesday), during lockdown was done in virtual mode.

Conclusions are derived:

1. To ask academic council of college to prepare academic calendar.
2. To make an arrangements by asking to develop online applications for conducting virtual classes.
3. To prepare time table for virtual classes and to motivate faculty members to install online applications and get training for the use of the application.
4. After training the faculties are asked to conduct online classes, to take attendance and to conduct test in a virtual mode.
5. The students were also asked to install and use the application for getting academic mobilization.
6. It was also made clear to follow the SOP of Covid - 19 Pandemic.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/igac.php">https://harishankargroup.com/college/igac.php</a>
Upload any additional information	<a href="#">View File</a>

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 has made a structure and methodology of operation and learning process of teaching and learning process as per the academic calendar and was found that after the start of the session a periodic online test are conducted in virtual mode.
- The students are motivated to attend the academic sessions and to learn and appear in examination.
- The examination papers are sent and the students are asked to attempt the papers and on the basis of attempt the evaluation is done and results are declared.
- Regular feedback is taken from different stakeholders, which is analysed and the suggestions are put before the management for decision and rectification.

File Description	Documents
Paste link for additional information	<a href="https://harishankargroup.com/college/downloads.php">https://harishankargroup.com/college/downloads.php</a>
Upload any additional information	<a href="#">View File</a>

**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,**

**C. Any 2 of the above**



NBA)

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://harishankargroup.com/college/igac.php">https://harishankargroup.com/college/igac.php</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## 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

The institution on its own has created a "Gender Equality Section" for reducing the difference of work culture between genders. In order to develop this avenue the institution has constituted "Grivence Redressal Cell" and CASH (Case against sexual harrasment)in which any type of complaints are handled with counselling and as per norms.

The college has taken into account that different academic and non academic activities inculsive of curicullar, co-cucricular and extra curricular activities should be given into the knowledge of both biys & girls equally and a transparent monitering for their participation are also performed at the same time.

The action plan for annual sesitization under Covid-19 conditions was taken into consideration that the boys and girls motivational and psychological esteemed should be maintained.The faculties are instructed to look after the participation of Boys & Girlsequally in the online course section and skill development section.The institution has separate room for boys and girls and separate hostels for boys and girls which is furnished with all emeties like television, newspaper, magzines, washroom, dinning room, kitchen & parking etc.All the sections of the instituions are continuously

moniterd and under CCTV survilliance.

File Description	Documents
Annual gender sensitization action plan	<a href="#">1) The college management has a keen observation on gender sensitization in academic and non academic activities. 2) Gender equality section under SHG cell of IQAC has been constituted to look after the gender sensitization process. 3) Special guest lectures related to gender equality by experts are organized in online mode. 4) Grievance Redressal Cell is hyper active in tackling the complaints specially for girls and boys.</a>
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	<a href="#">1) In the session 2020-21 the college initiated an online session of girls on</a>

**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	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**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**

**The college has adopted "Solid Waste Management System" along with "Liquid waste Management System" & "E-Waste Management System". Under which the college is organizing a flagship**

project of Govt. of Chhattisgarh under the title " Narva/ Ghurva/ Baari " under which a cattle house is developed in the campus and the cow dung is utilized under "Solid Waste Management System" for the development of organic manure. This manure is utilized in the college campus in keeping it green Campus and in the college "Botanical Garden".

The college has given training to utilize waste soap to prepare "Hand Wash" in Covid-19. In "Waste Water Management" the institution has made re-directional use of water to the Botanical Garden and to the plantation done in the college campus. The college has made a proposal to adopt rain water harvesting and has asked to the students to adopt the same practice in the house. Regarding E-waste management system the college has a collaboration with an IT firm in which the E-waste of college (Batteries, Motherboard, Hard disk etc.) are sent to the firm for recycle.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:**

**C. Any 2 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

#### **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**

**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**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)**

**A. Any 4 or all of the above**

accessible website, screen-reading software, mechanized equipment 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	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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 institution is continuously taking efforts to provide a better inclusive environment, as a result of which better education, economic upliftment of staff, students and their family and create social and communal harmony. The institution celebrates various significant days like - International Yoga Day, National day of stress free, Constitution day, International Aids Day, Swachha Bharat Divas, etc.

The institution has launched a scheme in the name of "Unnat Balika" under which the faculties, Students of education guide small girls for their health and hygiene along with keeping the family intact with co-ordination and co-operation. Special online sessions are conducted to motivate the girls (school going and girls from rural area's). Under this scheme, this scheme is a flagship scheme of the institution.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Pt. Harishankar Shukla Memorial College gets an opportunity and it is an honour to develop student as a better citizen of the country for which the college under its theme line "Vidya Dhanam Sarv Dhanam Pradhanam " justifies the value of education including the skill development and value added courses for the betterment of students.

The college has celebrated various occasions like -

- Constitution day (26 NOV)
- Road Safetyday (13FEB)
- International Yoga Day (21 JUNE)
- International Stress AwarenessDay
- Aids Awareness Day (01 DEC)
- Human Rights Day (10 DEC)
- Environment Day (05 June)

All this days are celebrated on online mode by conducting virtual seminar, knowledge awareness session & other is helpful for reflecting the students to become a better citizen.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#"><u>Pt. Harishankar Shukla Memorial College gets an opportunity and it is an honour to develop student as a better citizen of the country for which the college under its theme line</u></a>
Any other relevant information	<a href="#"><u>N/A</u></a>

**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**

**A. All of the above**

**of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The college has celebrated various occasions like -

- Republic Day (26 Jan)
- Independence Day (15 Aug)
- Constitution day (26 NOV)
- Road Safetyday (13FEB)
- International Yoga Day (21 JUNE)
- International Stress AwarenessDay
- Aids Awareness Day (01 DEC)
- Human Rights Day (10 DEC)
- Environment Day (05 June)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.2 - Best Practices**

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

The college has adopted various best practices out of which the 02 are as follows -

1) Mashroom Cultivation & Wormy Composting - It is used for mashroom cultivation for which an encubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values.

2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode.

File Description	Documents
Best practices in the Institutional website	<p><a href="#"><u>The college has adopted various best practices out of which the 02 are as follows - 1) Mashroom Cultivation &amp; Wormy Composting - It is used for mashroom cultivation for which an encubation centre is developed which is helpful for mashroom growth in clusters and is utilized for commercial values. 2) PPT Bank - The college has developed a PPT bank which is helpful in delivering online sessions along with tutorial and remedial classes in online mode. 3) Promotion of gender equality. 4) Solid &amp; Liquid waste management. 5) Keeping the campus green and its auditing 6) Energy Audit 7) Ground water recharging 8) Digital Library, N-List and SOUL Software facility 9) Value Added Courses for Academic, Social &amp; Cultural Values. 10) Awareness Program for Anti-Tobacco &amp; other health sensitization. 11) Mask &amp; Sanitizer Manufacturing 12) Vaccination of Covid -19 for Staff, Students &amp; Outsiders.13) Establishment of botanical garden. 14) Waste Paper Management 15) Establishment of Departmental Clubs, Knowledge Garden &amp; Mentor, Mentee classes</u></a></p>
Any other relevant information	N/A

### 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 institution during the Covid 19 time tried its best to conduct the academic and non academic activities. In all sense the staff and management of the institution made a PowerPoint attempt to develop academic lectures to be conducted in virtual mode.

The other objective of thrust and priority were to keep safe, healthy and to follow the SOP of Covid - 19 for which the academic staff maintaining the social distance, motivated students to get knowledge of the university course along with the value added and skill development courses. All the sessions and performance of the institutions related to academic and non academic during covid-19 has to be performed in top priority and was a big challenge. The institution performed all the objectives to the best of abilities, on top priority basis and was conducted successfully.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

Since the session 2020-21 was affected by Covid - 19 and the activities of the institution were affected too but the institution tried its best to follow the academic calender and the standerd operating procedure of Covid - 19, So the academic council of college felt that in this tough session and to the best of the abilities the college performed its duties effectively.

It was also taken into account that for the next academic session a systematic plan of academic, non academic (Curricular, Co- Curricular, Extra Curricular) activities should be performed in hybrid mode (Online & offline also). The powerpoints of the plan are as follows -

1. To follow the academic calender .
2. To conduct academic classes effectivly.
3. To conduct skill development classes.
4. To appoint more faculties in different departments and

non academic staffs.

5. To support the faculties and staff along with their families financially and emotionally (If required).
6. To conduct seminar, faculty development program, workshop in hybrid mode.
7. To upgrade office along with the up gradation of ERP software and its payment system.
8. To upgrade institutional website .
9. To construct and develop more infrastructural facility.
10. To follow and maintain Covid appropriate behaviour in the institution.