



SELF ASSESSMENT REPORT (SAR)

For

Internal Evaluation and Ranking of Colleges in H.P

For the Session 2024-2025

Submitted by

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Principal 22/12/24
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Govt. College Chowari
Internal Evaluation & Ranking Score Sheet

The internal evaluation and ranking of college may be made on the basis of following seven criteria:

1. Teaching Learning (Score 140)

Sr No.	Activity	Distribution of Scores	Score Claimed
1.	Mode of teaching	<p>i. Lecture method only =6</p> <p>ii. Technology based teaching only =6 (6+6=12)</p> <p style="text-align: center;">or</p> <p>Blended teaching =12</p> <p>iii. Flipped Classroom = 8</p> <p>iv. As per need of different groups of students =5</p>	<p>i. =</p> <p style="text-align: right;">ii. 12</p> <p style="text-align: right;">iii=08</p> <p style="text-align: right;">iv. 5</p>
2.	<p>Curriculum Planning and Implementation:</p> <p>i. Teaching schedule=10</p> <p>ii. Whether learning outcomes defined=5</p> <p>iii. Curriculum enrichment practices (e.g. projects, surveys, educational tours and industry visits) =16</p> <p>iv. Internal assessment mechanism (quizzes, class test; presentation, assignments, MTTT etc.) (Max. 8)</p> <p>v. Prompt communication of assessment /results to students=6 <i>(e.g. displayed on college website I notice board/class groups/submitted to COE)</i></p>	<p>i. Followed 100% = 10</p> <p style="padding-left: 20px;">80-99% =8</p> <p style="padding-left: 20px;">60-79% =6</p> <p style="padding-left: 20px;">Upto59% =4</p> <p>ii. 100% =5</p> <p style="padding-left: 20px;">80-99% =4</p> <p style="padding-left: 20px;">60-79% =3</p> <p style="padding-left: 20px;">Upto 59% =2</p> <p>iii. 4.0 x No. of enrichment practices observed =16</p> <p>iv. Followed by all the Departments =8</p> <p style="padding-left: 20px;">Above 80% =6</p> <p style="padding-left: 20px;">60-79% =4</p> <p style="padding-left: 20px;">Upto 59% =2</p> <p>v. Within 7 Days =6</p> <p style="padding-left: 20px;">8-14 Days =3</p> <p style="padding-left: 20px;">More than 14 Days =Nil</p>	<p style="text-align: right;">i=10</p> <p style="text-align: right;">ii.=05</p> <p style="text-align: right;">iii=16</p> <p style="text-align: right;">iv=8</p> <p style="text-align: right;">v=6</p>
3.	Add-on Courses / Certificate Courses:	<p>i. No. of courses>5 and student benefitted >50% =10+10</p> <p>ii. No. of courses>3 and student benefitted 41-50% =7.5+7.5</p> <p>iii. No. of courses<3 and student benefitted 31-40% =5+5</p> <p>iv. No. of courses<3 and student benefitted upto 30% =2.5+2.5</p>	<p style="text-align: right;">i=0</p> <p style="text-align: right;">ii=0</p>

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

Subtotal=114

2. Student support, service and progression (Score 280)

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

4.	Students Participating in NSS/NCC/Rangers & Rovers/Clubs:	i. NSS =4 ii. NCC =4 iii. Rangers & Rovers =4 iv. Road Safety =4 v. Red Ribbon/Eco/Youth Red Cross/any other club/society =4	i=4 ii=4 iii=4 iv=4 v=4
5.	NSS/NCC/Rangers & Rovers: participating in i. National camps /RD Parade ii. State camps/ Parade iii. Award won in these activities a) National b) State c) Cluster level	i. 10 ii. 7 (either of i or ii) iii. a)8 b) 5 c) 3	i=10
6.	Anti-Drug Awareness Programmes: i. No. of awareness programmes organized. ii. % of students benefitted iii. Counselling of suspected addicts	i. 4 and above= 4; 3=3; 2=2, 1=1 ii. More than 50%= 4 iii. 2	i=1 ii=4
7.	Gender Equity: i. No. of health/sensitization programmes organized. ii. % of students benefitted iii. Women anti sexual harassment committee constituted as per norms iv. Grievances Redressal as per timeline	i. 3 and above= 3; 2=2; 1=1 ii. More than 20%= 3; 11-20=2 iii. Yes= 2 iv. Yes= 2	i=1 ii=3 iii=2 iv=2
8.	Mentor-Mentee Groups: Sessions conducted per group of students	4 and more sessions= 10; 3= 8; 2=5; 1= 3	5
9.	Coaching for National level competitive examinations/ HAS	10	0
10.	Remedial Classes/BridgeCourses: % of students benefitted	i. More than 20% =10 ii. 16-20 =8 iii. 11-15 =6 iv. 6-10 =4	0
11.	Capacity Building of Students: i. Life Skills (Yoga, Martial Arts, Problem solving, Critical thinking, Decision making, Effective communication skills, coping with stress and emotions etc.) ii. Language-cum- Graduate attributes Development programmes	i.=10 ii. =10	i=0 ii=0
12.	Career Counselling & Placement Cell: i. No. of Career Counselling Sessions organized for each group of student. ii. Number of Placement Drives	i. More than 5= 6; less than 5=4 ii. More than 2= 4; less than 2=2 iii, Yes=4; No= 0 iv. More than 50%= 6; Less than	i=0 ii=0 iii=0 iv=0

	iii. Self-Employment Modules Organised. iv. No. of students Benefitted	50%=4	
13.	Student Progression: i. % of Students opted for Higher Education ii. No. of students who cleared National Level examination (IAS, CDS, OTA, JAM, NET etc.) and HAS, A.P. through HPPSC	I. >50%= 10; 30-50%= 8; 20-30%= 6; up to 20%= 4 II. 5.0xno. of students (Max. 20 points)	i=4 ii=0
14.	No. of Co-curricular and Sports Activities organised: i. Inter-University Events (Zonal/National) ii. Inter-College events iii. Intra-College Events (Annual Athletic Meet and Cultural Functions)	i. Inter-University Events- 10 ii. Inter-College events- 6 iii. Intra-College Events- 3 Each (Max. 9)	i=0 ii=6 iii=9
15.	Annual Prize Distribution Function Organized:(Yes/No)	Yes=10 No=0	10
16.	College Magazine Published: (Yes/No)	Yes=10 No=0	10
17.	College website updated regularly or not	Yes=10 No=0	10

Subtotal=136

3. Infrastructure & Resources (Score 160)

Sr. No.	Activity	Distribution of Scores	Score Claimed
1.	Classrooms Classrooms well maintained	Yes-10 No=0	10
2.	Library Facilities i. Whetheradequate print books available ii. Whether daily newspaper (minimum 5), magazines (minimum 3), and journals (minimum 3), available iii. Whether access to e-resources available iv. Seating Capacity in the Library v. Usage of library resources. vi. Digital Library having at least 5 computer systems with internet facility	i. 500 books per hundred students 3; Less than 500=1 ii. Yes= 3 No=0 iii. Yes=3 iv. 10% or more of the student strength= 4 v. 100% =7 75%=5 50%=3 25%= 1 vi. Yes=5	i=3 ii=3 iii=3 iv=4 v=7 vi=5
3.	ICT Facilities: i. No of interactive panels/victuals classrooms Multimedia Projects/K-Yan ii. % of teachers using ICT facilities iii. No. of Students benefitted from	i=5 or more=5, 4=4, 3=3, 2=2, 1=1. ii.> than 50%=5;<50=0 iii. > than 50%=5;<50=0 iv. Yes=5 v. 100%=5	i=5 ii=5 iii=5 iv=5 v=5

	ICT facilities iv. Internet Connections-LeasedLine/ Fibre Network/ Wi-Fi campus (Yes/No) v. Use of ICT facilities	50%=3 25%=2 <25%=0	
4.	Facilities for Specially-abled Students: i. Ramps/Wheel chairs/Support railing ii. Separate Washrooms	i. Yes=2 ii. Yes=2	i=2
5.	Sports Facilities: i. No. of games / sports activity conducted ii. Indoor sport facilities iii. Adequate sport equipments iv. Gymnasium (Operational)	i. More than 5=8; Less than 5= 4 ii. Yes=4 iii. Yes=4 iv. Yes=4	i=8 ii=4 iii=4 iv=Nil
6.	Auditorium/Hostels/Seminar Hall/Staff Quarters	Auditorium=4 Hostels =4 (2 Point for each hostel) Staff Quarters=4 Seminar Hall=4	0 0 4 4
7.	i. Laboratories with adequate equipment according to syllabi ii. Usage of available Lab infrastructure	i. Yes= 10 ii. 100%=10 75%=6 50%=5 25%=3 <25%=0	i=10 ii=10
8.	i. Adequate numbers of computers ii. Usage of computer hardware	i. One system per 30 students= 5; 31-40=3; 41-50=2, more than 50= 1 ii. 100% = 5 75%=4 50%=2 25%= 1 <25%=0	i=5 ii=2
9.	Canteen, Staff Room /Faculty Room, Space for NCC, NSS, Rangers & Rovers, Examination Room, Medical Care Facilities	2 point each facility (Max. 10)	10
10.	Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis.	Yes=20 No=0	20

Subtotal=135

4. Institutional Management (Score 220)

Sr. No.	Activity	Distribution of Scores	Score Claimed
1.	Institutional Vision: i. Vision Document ii. Institutional Development Plan (IDP) iii. Plan of Action for above	6 points each	i=6 ii=6 iii=6

2.	IQAC: i. No. of meetings per year ii. No. of programmes organized. (Trainings, workshops, IPR, etc.)	i. 4 meetings= 6; 3 meetings= 4 ii. 2 per activity (Max. 6)	i=4 ii=0
3.	Management of Institutional Funds: i. Funds (BF, AF, PTA etc.) used/ spent for Institutional Development / student welfare ii. Periodic audit III. Settlement of bills/advances within a specified time frame	i. utilized >90% of the funds collected annually -10;71-90%-8; 51-70%-6;31 -50%-4; <30%-0 ii. Yes=2 iii. Yes=4	i=10 ii=2 iii=4
4.	Grievance Redressal of Students and Employees i. Redressal within week ii. Redressal within month iii. No redressal	i. 10 ii. 4 iii. Nil	i=10
5.	Green and Clean Campus: i. Green initiatives of institution (at least 3) ii. Cleanliness in washroom, buildings / campus	i. 6 ii. Excellent = 10 Satisfactory =6 Poor=0	i=6 ii=10
6.	Facilities for Students: i. Common room for girls ii. Adequate toilets as per students' strength iii. Sanitary napkin vending machine/incinerator regularly put in use iv. CSCA room with proper furniture v. Student centre for co-curricular activities and its regular usage vi. Regular use of playground	3 for each facility	i=3 ii=3 iii=3 iv=3 v=3 vi=3
7.	Regular Updation of Service Books/Service Records	Yes=3	3
8.	Timely Submission of ACRs	Yes=3	3
9.	Prompt Response to Official Correspondence	Yes=5	5
10.	Proper maintenance of official records (Cub books/Stock registers, Fund registers, leave records , Fine fund etc.)	Yes=10	10
11.	Proper record of students attendance & CCA	Yes=10	10
12.	Whether ranked by NIRF, Other Agencies	Yes=10	0
13.	Whether accredited by NAAC	A and above (level 4 or 5) =20 B+ & B++(level 3) =16 B (level 2) =12 Accredited (level 1) =10	0

14.	Whether AQARs are being submitted as per timeline annually or not	Yes =12 No=0	0
15.	Recognition for Exemplary Contributions of the Staff and Students	4 point each	0
16.	Involvement of Stake Holden: i. PTA ii. OSA	I) <ul style="list-style-type: none"> • PTA constituted as per norms=1 • PTA supportive = 1 • Significant contribution of PTA (enclose documentary proof) =10 ii) <ul style="list-style-type: none"> • OSA framed as per norms =1 • Financial contribution or equivalent (in-kind) per 100 Alumni of Rs. 25,000/- per annum=3 • Non-financial contribution (career counselling, talk, interactive session/ facilitation in placement of students etc. on regular basis)= 4 	i=12
17.	Feedback from Stakeholders other than Students and action taken Thereon.	Yes=4	0
18.	Annual review meeting on students outcomes in academics, co-curricular, extracurricular and extension activities and action taken during next academic session for achieving Excellence.	Yes=25	25

Subtotal=150

5. Best Practices, Innovation and Institution Distinctiveness (Score 80)

Sr. No.	Activity	Distribution of Scores	Score Claimed
1.	Best Practices Description & Outcome of Best Practices (at least two):	10 points per best practice	20
2.	Special Initiatives Taken for: i. Energy conservation/ use of Solar energy ii. Solid Waste Segregation/Management iii. Rain water harvesting and its use for gardening and cleanliness iv. Plastic free campus v. Blood donation camps vi. Adoption of village/ educational institutions	4points per initiative	i=4 ii=4 iii=0 iv=4 v=0 vi=4

3.	Social impact of Extension Activities: (On the basis of Community Feedback)	Minimum three activities=10, 2 activities=8, 1 activity=5	10
4.	Special New Innovative Initiatives Or Ideas Adopted in the College.(Other than at Sr. No. 5.2 above)	4 points each initiative (max.=16)	16
5.	Collaborations: i. With Peer Educational/Research Institutions ii. Other Government Bodies/industry	5 points each (Max. 10 points)	0

Subtotal=62

6. Faculty Profile & Research Activities (Score 100)

Sr. No.	Activity	Distribution of Scores	Score Claimed
1.	% of Teachers with Ph.D.	More than 70%=5 61-70%=4 51-60%=3 Less than 50%=2	2
2.	Teachers as Research Guides	4 points per research guidance(Max.=8)	0
3.	No. of Orientation Programmes, Refresher Programmes, Faculty Development Programmes and Workshops of one week or more Attended by Teachers (in last three years)	30% of faculty=10, 20% of faculty=8, 10% of faculty=6, 5% of faculty=4	10
4.	Projects/Patents/Fellowships/Associateships: i. Major ii. Minor iii. Patents iv. Fellowships V. Associateships	i. 10 ii. 8 iii. 10 iii. 5 iv. 3 (Max. 10)	0
5.	No. of Paper Presented in presented in Conferences/ Seminars/ Symposia (in last three years): i. International ii. National/Regional/State level	i. 2 point per paper ii. 1 point per paper presented	8
6.	Seminars, Workshop, Conferences and Training, organized by the Institution International Level National Level State Level	6 4 3	0
7.	No. of Paper Published: i. UGC Care List Journals ii. Non-UGC Care List Journals iii. Citations	i. 5 points per ii. 2 points per paper iii. 1 point per 20 citations	20
8.	Teacher's Special innovation ideas (Brief description thereof)	5	5

9.	No. of Books Published/ Chapter in Books	5 points per book and 2 points per chapter	10
10.	Teachers Academic and Extension Activities: i. Resource person ii. Member of Board of Studies/Subject experts etc. iii. Popular articles	i. 2 point each activity ii. 4 point each activity iii. 2 point each activity (Max. 10 points from all categories)	10
11.	Awards by Recognised & Reputed Organizations: i. International ii. National iii. State	i. 8 ii. 6 iii. 4 (Max. 8 points from all categories)	i=0 ii=0 iii=4

Subtotal=69

7. Miscellaneous (Score 120)

Sr. No.	Activity	Distribution of Scores	Score Claimed
1.	Any Other Important Information or initiative not Covered Above e.g. Institution Incubation Centre, R&D-cum-innovation Centre, B.Voc., Self-Finance courses, Add-on courses, Internship, OJT, Green audit, Academic audit etc.	10 Each (Max. 50)	0
2.	Spot evaluation of institutions by the Office from the Directorate of Higher Education/representative of the Director of Higher Education	20	20
3.	AG Audit paras settled upto date	Yes	5
4.	Local Audit Paras settled upto date	Yes	5
5.	Timeline adhered to in filing reply of court cases / RTI Applications/ Public grievances received through Mukhyamantri Seva Sankalp 1100 and Centralised Public Grievance Redress and Monitoring System (CPGRAMS)	Yes	10
6.	Invited speakers on various themes relevant to holistic development of students.	Yes	10
7.	Skill Development Training (at least 20% student benefited)	Yes	20

Subtotal=70

Summary of Scores

S. No.	Criteria	Score obtained	Maximum Score
1.	Teaching Learning.	118	140
2.	Students Support Services & Progressions.	136	280
3.	Infrastructure & resources.	135	160
4.	Institutional Management.	150	220
5.	Best Practices, Innovation & Institution Distinctiveness.	62	80
6.	Faculty Profile & Research Activity.	69	100
7.	Miscellaneous.	70	120
	Total	740	1100