



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	RAJKIYA KANYA MAHAVIDYALAYA, LAKKAR BAZAR, SHIMLA, HIMACHAL PRADESH
• Name of the Head of the institution	Dr. Navendu Sharma
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01772807959
• Mobile No:	8278789590
• Registered e-mail	shimlarkmv@gmail.com
• Alternate e-mail	rkmviqac@gmail.com
• Address	Rajkiya Kanya Mahavidyalaya Longwood Shimla
• City/Town	Shimla
• State/UT	Himachal Pradesh
• Pin Code	171001
2.Institutional status	
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Himachal Pradesh University, Shimla				
• Name of the IQAC Coordinator	Dr. Ruchi Ramesh				
• Phone No.	01772807959				
• Alternate phone No.	01772980010				
• Mobile	9418455111				
• IQAC e-mail address	rkmvqiqac@gmail.com				
• Alternate e-mail address	rameshruchi_06@yahoo.co.in				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://rkmvshimla.edu.in/images/uploads/AQAR%2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://rkmvshimla.edu.in/pdf/ac2021.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	80.55	2003	16/09/2003	16/09/2008
6.Date of Establishment of IQAC			15/07/2008		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>The orientation programme was conducted on September 5, 2020 to apprise the faculty of the changed guidelines of NAAC (December, 2019)</p>		
<p>The college website was revamped and redesigned. The information was hosted keeping in view the SSR format.</p>		
<p>One day E-workshop on "Modern Teaching Tools" was on 10th April, 2021.</p>		
<p>A webinar on "Career Opportunities for Science Graduates" on Google meet was organized by IQAC on 11th June, 2021.</p>		
<p>Organised webinar on "Assessment and Accreditation process of NAAC" on 14th May, 2021.</p>		
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 make online teaching learning effective and to ensure quality in academic delivery	Zero drop out from the college due to online teaching-learning process.
To provide Effective Career Opportunities for Graduates	- Conducted department specific lectures from respective Industry specialists and field visit to various departments / places of academic interest.
To strengthen Students' Feedback process for effective teaching	Students' feedback was collected from more than 1200 students and the findings were discussed with respective departments.
Effective implementation of NAAC guidelines on quality assurance	All departmental heads were appraised with the NAAC guidelines and the criteria and all required assistance was provided by the IQAC
To strengthen Continuous Comprehensive Assessment (CCA)	All criteria of CCA were followed in true sense and spirit. Mid Term examinations were conducted offline as per the government SOPs related to COVID. Online mid-term tests were also conducted for the students living in remote areas of the state and who were unable to attend the offline examinations.

13. Whether the AQAR was placed before statutory body?	No
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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE
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Year	Date of Submission
2020-21	31/03/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	494
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	3444
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	988
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	876
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	69

File Description	Documents
Data Template	View File
3.2	73
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	38
Total number of Classrooms and Seminar halls	
4.2	2144695
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	175
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

The college considers effective curriculum delivery as one of the most important aspect of academics. RKMV Shimla follows curriculum prescribed by the Himachal Pradesh University, Shimla through its Board of Studies. Some of our senior faculty members are also a part of the Board of Studies and various other sub-committees formed for the purpose of curriculum development. For the effective delivery of curriculum the college follows academic calendar issued by the HP University and adhere to it strictly. At the start of the academic session, all departments are required to prepare a detailed plan regarding allocation of courses and distribution of workload among teachers in various department. The time -Table committee prepares the time table as per the course requirement and displays it on the notice board and also also upload it on the college website. Due to COVID-19 pandemic, during this academic year teachers were motivated

to use of ICT for effective curriculum delivery. Use of internet, computer, mobile and other audio-visual aids were encouraged for the delivery of curriculum. Faculty orientation by IQAC followed by Students' orientation by teachers regarding the use of social media platforms (such as Whatsapp, Google meet, Cisco WebEx and other platforms) for effective curriculum delivery were conducted at the onset of the academic session. Use of online tools for the conduct of quizzes, tests, student presentations and sharing of courseware among students were also carried out. For smooth and productive teaching, departments were encouraged to develop power point presentations and other audio-visual aids to assist students.

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

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

Being an Institute affiliated to Himachal Pradesh University, Rajkiya Kanya Mahavidyalaya (RKMV) Shimla strictly follows the academic calendar issued by the Himachal Pradesh University Shimla. For the internal evaluation process the institution follows the continuous comprehensive assessment (CCA) - a criterion prescribed in the course/subject curriculum designed by the University. During 2020-21, due to COVID Pandemic the Continuous Internal Evaluation (CIE) components such as Mid-Term tests, Class Tests, Assignments, Quizzes etc. were conducted by all departments through online modes. Student participation in each component was also ensured. During the academic session 2020-21, as per the directions of state government, the college opened for a brief period and this period was utilized for carrying out practicals and fulfilling parameters related to other internal evaluation. The institution also framed its own internal academic calendar for the session which was partially implemented due to pandemic situation during the year.

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

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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

8

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

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

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

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

Curriculum provided by the Himachal Pradesh University Shimla and followed by our college effectively integrates cross-cutting issues relevant to gender, human values, environment and sustainability leading to a strong value-based holistic development of students. Apart from this, throughout the year our college also organized various activities on these issues as part of the curriculum and otherwise to help in this endeavor. Celebrating days related to gender sensitization, organizing health and hygiene camps, inviting guest lectures, conducting community outreach programs etc are regular feature of the college.

With regards to environment and sustainability each student is required to pass environmental science course. It has been made a part of the curriculum. Apart from this with the objective of environment consciousness and its impact on everyday life all major environment related days are being celebrated by the college.

College has fully functional eco-club.

Various departments of the college (such as Geography, Sociology, Political Science, Public Administration, Philosophy, History etc) are running courses related to professional ethics, environment and human values. Apart from this, units such as NSS, Rover & Rangers, NCC, Red Ribbon Club etc of the college contribute a great deal by inspiring, motivating and encouraging them to participate in various activities organized by them from time to time. College also celebrates days such as Republic day, Teacher's day, Human Right Day, International Yoga Day.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

34

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf

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 sanctioned seats during the year

1490

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

433

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The right evaluation of the child is the first step towards the education of a child. If a child is not evaluated properly then that can wreak havoc in his life and can destroy his career and his life forever. Keeping this in mind the teachers continually evaluate the students by following these methods

? Questions and quizzes are given to students which are to be solved in time bound manner.

? Students are encouraged to participate in group discussions.

? Students are encouraged to read and analyse newspapers and magazines.

To Cater to the special needs of the children and to facilitate them in the process of learning the teachers

?Regularly take remedial classes

? Encourage students to come to the teachers with their problems

? Help them in overcoming their hesitation so that they can ask questions freely in the classrooms.

? Counselling sessions are also conducted from time to time

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3590	69

File Description	Documents
Any additional information	No File Uploaded

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

Learning has always been a synergic process and it becomes imperative to follow diverse strategies to guarantee and efficacious and productive teaching learning experience. Our college practices various methodologies to impart quality education to our students. Our faculty tries to apply the theoretical concepts to practical demonstration by encouraging Inquiry- Based Learning, Blended Learning, Expeditionary Learning, Experiential Learning, Personalized Learning, Problem Solving Methodologies, Game- Based Learning, etc. Teachers motivate their students towards inquiry-based learning by inculcating in them the zest to develop questioning and critically analyzing the concepts and presenting their results in the form of assignments and presentations. The college facilitates their students to use various online resources viz., Consortium for Educational Technology, SWAYAM, SWAYAMPRAKHA, National Digital Library, FOSSEE, Virtual Labs, e-GyanKosh, Gyan Darshan, e-Shodh Sindhu, Shodh Shudhhi, VIDWAN, DIKSHA, e-Pathshala, Spoken Tutorials, SAKSHAT, N-LIST, IGNOU Study Material to enhance their learning capabilities. The department of Life Sciences and Physical Sciences give their students an expeditionary learning experience by taking them out of the classroom into the real world

by providing field visits, visits to research institute and industries. The departments expose their students to the environmental related studies. Technology is vastly used to give students best learning experience. Various clubs and societies (Eco Club, Energy Club, Sahitya Parishad, Music & Dramatics Society, Youth Red Cross, Electoral Literacy Club, Youth Welfare Club, Rotract Club, Red Ribbon Club, NCC, NSS, Bharat Scouts and Guide) are actively engaging and motivating the students towards personalized learning. Game-based learning is most imperative for the overall development of the students. Our college encourages and motivates students to participate in various sports activities. Our students have actively presented and brought laurels at State and National level in various games like Basket Ball, Table Tennis, Chess, Kabaddi, Kho-Kho, Hand Ball, Yoga, Taekwondo, Shooting, Judo, Badminton, Cross Country, Athletics, Volley Ball, Boxing.

Further keeping in pace with the contemporary society we promote Blended learning by augmenting the traditional face to face learning with online and e-learning methodologies. The college is well equipped with latest technologies to promote digital learning.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

RKMV augments conventional classroom teaching with ICT enabled teaching. An environment of digital teaching and learning is created and practiced by our faculty and students. The college library is the soul of any institution. Our library is partially automated with SOUL 2.0 (Software for University Libraries), that facilitates the students and faculty in having access to best e-books, e-journals, almost any type of material. The Library is equipped with six system and one server to aid the students and staff. To facilitate ICT enabled teaching the college is well equipped with IT Lab, BCA Lab, Language Lab, E-Commerce Lab with almost 126 Computer Systems. In total the college is having around 156 Computer Systems for the students and staff. The college is having six Smart Classrooms with projectors and one Video Conferencing Room. The college is well equipped with three portable K-YAN's, three ICT enabled Labs. Most of our faculty members make maximum use of Online teaching platforms

viz., Google Classroom, Google Meet, WEBEX, Zoom to disseminate lectures, presentation, group discussions, quiz/tests, laboratory work, debates etc. Various workshops are arranged in the college premise for the faculty to make them aware of recent trends and technologies that can aid them with better dissemination of classes through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

69

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

69

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

36

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)	View File

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

2.4.3.1 - Total experience of full-time teachers

869

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Teachers use various methods and mechanisms to assess the intelligence and conceptual understanding of students. After the completion of a unit of syllabi, assignments are given to students which are evaluated and shown to them. They are also encouraged to improve their presentation mode and writing skills. These assignments give them a regular practice for attempting the final examination. All information regarding the midterm examination pattern, marks division, minimum marks to clear the examination and other pertinent details are communicated to students in advance. The answer sheets of midterm tests are also shown to students to ensure transparency in the evaluation and maintenance of CCA record. The mistakes made by the students are explained in detail by the concern

teacher and guidance is given to them regarding the ways and means of improving future performance. Those performing well are lauded by the teacher so as to further boost their confidence. Counselling is also provided to the weaker students after completion of midterm examinations. The internal assessment of all students is displayed on the merit board as well as in the department register of the college before the final examination. Students are encouraged to enquire about discrepancies, if any.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

A transparent, time-bound and efficient method is being followed in the institution in terms of dealing with internal examination related grievances. At the college level, an Exam cell comprising of a senior teacher as convener and other teaching and non-teaching staff as members is constituted to deal with the internal examination. Various internal examinations are being performed throughout the session. Some of them are class tests, assignments, mid-term tests etc. The college adheres strictly to the guidelines and rules issued by the H.P.U. while conducting internal examinations. At the beginning of the session, faculty members inform the students about the various components in internal assessment. The class tests and mid-term tests are conducted during each session, the time-table for which is prepared well in advance and communicated to the students. To ensure proper conduct of mid-term examination, two invigilators are assigned to each hall. Faculty evaluates the mid-term answer scripts within a week of conduction of test. The evaluated answer scripts are shown to the students in class for self assessment and any grievance is redressed immediately. Faculty evaluates the assignments on the basis of a criteria i.e. timely submission, clarity, neatness etc. The evaluated assignments are given back to the students thus maintaining the transparency of marks assigned and to resolve grievances, if any. In case of any grievances regarding internal examination, student is free to interact with the teacher and get it resolved. The unresolved grievances if any is referred to the Principal through Head of the Departments. So complete transparency is maintained during the internal examination through the adoption of criteria given by H.P.U.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has a mechanism of communication whereby programme outcome, programme specific outcomes and course outcomes of all programs offered by it are stated and displayed on the college website and communicated to teachers and students. The course outcomes are inbuilt in the syllabi. The teachers are aware of the courses outcome and they inform the students about it before commencement of the course. Final year students are prepared and counselled for admission into PG programmes in other academic institutions. They are also counselled for various competitive exams such as Banking, UPSC, SSC, HPAS, H.P. Allied Services examinations etc. The students are made aware of stated programmes and course outcomes in the following manner. a) The faculty members of all the courses offered by the college, begins to brief students from the very commencement of the programme. b) There is continuous informal interaction with the recently pass out students where the details regarding career opportunities are discussed with them and communicated to the students of the college. c) College organize career counselling programmes on continuous basis which give students a platform to satisfy their curiosity about future prospects, in academic and other feilds.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://rkmvshimla.edu.in/programme-outcome/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme outcomes determine the strategies for teaching, learning and evaluation. The institution have direct and indirect assessment.

Direct assessment:

Direct Assessment includes assignments and internal examinations. This process includes three components.

- **Assignment 10%:** The students are assigned to solve several problems related to their respective courses, one assignment per unit in the course. The assessment will be based on their performance.
- **Midterm examination 15%:** This type of performance assessment is based on the internal examinations carried out once in a year. Midterm examination focuses on achieving the course outcome.
- **Final Year examination 70%:** Final year examination comprising entire syllabus of the course is measure of assessing the entire course outcome.

If students' performance is not satisfactory in the internal examination, then they are provided with simplified reading materials and remedial classes are conducted for them for their better performance in final year examinations.

Indirect Assessment:

- **Students' Feedback:** Feedback from students is taken to assess teaching performance of faculty members. Analysis of the feedback is carried out by Internal Quality Assurance Cell (IQAC) and shared with faculty members. The Principal discusses the performance with the faculty as per the performance indicators.
- **Course Assessment:** Course outcome involved in the assessment process will be mapped with programme outcome with indication of attainment level.
- **Exit Feedback:** The passing batch of the students give feedback on various facilities provided to them and teaching-learning parameters adopted during their stay in the college.

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

2.6.3 - Pass percentage of Students during the year

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

807

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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)

<http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf>

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)

NIL

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 departments having Research projects funded by government and non government agencies during the year

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

NIL

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	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

24

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

29

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

RKMV aims at providing facilities for overall development of its students. Various wings of its student bodies such as The National Service Scheme (NSS), The National Cadet Corps (NCC), Rovers and Rangers, Scouts and Guides, The Eco Club, The Women Cell, ensure that the students participate in various programs of social outreach to make our students socially responsible and sensitive.

Extension Programs are organized to focus on -

1. AIDS Awareness
2. Blood Donation
3. Tree Plantation
4. Menstrual Hygiene
5. Cleanliness Drives
6. ROTI Bank - Collection of chapattis / rotis for the free community kitchen (langar) at the state cancer hospital at Shimla
7. Collection of clothes for the destitute
8. Visits to the orphanage

At various stages during the Covid period, the NCC students of the college performed various duties such as :

1. Assisted Shimla District Police in traffic control in Shimla city and satellite towns
2. Implemented social distancing norms in market places

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

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

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

2

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

3.3.3 - 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

3.3.3.1 - 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

19

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1350

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

Nil

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classroom Maintenance: The cleanliness and upkeep of the available 33 classrooms is high on priority. Grade IV employees and safai karamcharis are employed to ensure cleanliness of the entire campus. The students are sensitized regarding keeping cleanliness in the classrooms and the campus. Dustbins are made available easily for garbage disposal. **Maintenance of Computers and IT facilities:** Computer and IT facilities are maintained and upgraded with outsourced professional help. The purchasing and upgradation is done with UGC grants and aid received under RUSA. **Laboratory Maintenance:** The laboratory equipments, specimens, chemicals etc. are purchased by the recommendations of the teaching staff of the respective departments on the approval of the Principal. Laboratory Assistants are available with the concerned departments. They supervise practical work and check and maintain laboratory equipments for the smooth functioning of the departments. **Student Support and Welfare:** Various committees like the Canteen Committee, Bus Pass Committee, Anti Ragging Committee, Cultural Committee, College Magazine Committee, Hostel Committee, Library Committee etc., have been constituted under the aegis of the Principal to provide support services to the students.

Library Maintenance: Library is maintained under the supervision of the librarian and the library committee. Committee is responsible for the purchase and procurement of books and other material with the approval of the Pprincipal. Recommendations and requirement from individual departments is sought on yearly basis. The library receives grants from UGC and RUSA and Amalgamated Fund and lapse

library security fund. Maintenance of Sports Facility: The Purchase Committee looks after the maintenance of upgraded sporting facilities in the college. It works on the recommendations of the Department of Physical Education. A Sports Committee is constituted to monitor the various activities of sports. The Sports Fund collected from students and Amalgamated Fund, along with RUSA and UGC grants are gainfully utilized to provide upgraded sports facilities for students. Academic Support Maintenance: Academic maintenance is carried out by various academic committees constituted keeping in view the various scholastic needs by the Head of the institution. UGC and RUSA funds are utilized for maintaining academic support facilities.

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

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

The college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities. The college has witnessed the achievements of the students continuously by giving tough competitions in various co-curricular activities like sports, cultural etc. This college is only institution to provide hobby classes in Dance and Music all across the age groups for the last many decades. The college has brought many laurels in sports and cultural activities in state youth festivals and other competitions of National and International levels. This is made possible by providing various facilities to the students as under:

- A spacious multi-purpose Auditorium, Common Room, Dance and Music rooms, Gymnasium are available for the students to organize and participate in co-curricular, recreational and cultural activities. The multi-purpose auditorium is equipped with LCD, Projector, Light & Sound system, Full Stage System of lights, Fire Extinguishers, Lift facility, Green room with ample seating capacity having different entry and exit points.
- Both the hostels of the college (Sainik & Tribal hostel) have separate multi-purpose halls for organising activities and indoor games. Hostels are provided with indoor games

equipments/ facilities like Chess, Carromboard, Table Tennis etc.

- It also has an area for indoor games like Judo, Badminton and Table Tennis.
- The roof of the MPH has the 48 KWh on-grid solar power plant which supplies green energy to the entire campus.
- The Auditorium provides an outdoor, vibrant space for various exhibitions and festivals. It has been an active space used for cultural activities like music, theatre in particular street plays, talks, poetry reading sessions, art and photography competitions.
- The college takes pride in its comprehensive sports training and fitness infrastructure. A fully equipped gymnasium is open for the students and staff from 7:30am to 5:30pm. Trained Instructors are available for assistance, guidance and training. It is a popular spot for both sports enthusiasts and the health-conscious. The gymnasium has latest equipment and machines: Cross Trainer, Power Rack, Stationary Bike, Treadmill, Vibration Plate, to name a few.

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

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

156 lakhs

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

College is using library partial automation software SOUL 2.0 (Software for University Libraries). This software for library automation was installed in college library in the year 2009. The membership of the same is renewed every year.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

0.47

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

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

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

232

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institution updates its IT facilities including Wi-fi frequently and continuously. The Wi-fi speed has been enhanced from 2 mbps to 100 mbps over the years. The institution upgraded and installed its IT hardware facilities such as computers, laptops, printers, projectors etc. in the year 2020-21, the detailed information of which is uploaded herewith:

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

4.3.2 - Number of Computers

175

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

0.36620

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Classroom Maintenance: The cleanliness and upkeep of the available 33 classrooms is high on priority. Grade IV employees and safaikaramcharis are employed to ensure cleanliness of the entire campus. Adequate number of desks, benches, lecterns and boards are

made available in every classroom. Smart classrooms are maintained with outsourced professional help. A Purchase Committee has been constituted to make necessary purchases on the approval of the Principal. Purchases are also made on the recommendation of the IQAC cell. The students are sensitized regarding keeping cleanliness in the classrooms and the campus. Dustbins are made available easily for garbage disposal.

Maintenance of Computers and IT facilities: Computer and IT facilities are maintained and upgraded with outsourced professional help. The purchasing and upgradation is done with UGC grants and aid received under RUSA. The resources are upgraded according to the needs of students and the administration. The IT facilities are modified or enhanced with the approval of the Principal on the recommendations of authorized committees.

Laboratory Maintenance: The laboratory equipments, specimens, chemicals etc. are purchased by the recommendations of the teaching staff of the respective departments on the approval of the Principal. Laboratory Assistants are available with the concerned departments. They supervise practical work and check and maintain laboratory equipments for the smooth functioning of the departments.

Student Support and Welfare: The college ensures a supportive on campus environment for the students and their welfare is of utmost importance for the institution. Various committees like the Canteen Committee, Bus Pass Committee, Anti Ragging Committee, Cultural Committee, College Magazine Committee, Hostel Committee, Library Committee etc., have been constituted under the aegis of the Principal to provide support services to the students. These committees work actively throughout the academic session and maintain constant communication with the students to look into their needs and demands.

The college provides safe, secure, comfortable and affordable stay to its students by providing 2 hostel facilities. These hostels have proved to be a boon for the girls of the hill state of Himachal as many of them come here from remote areas to study. Hostel Wardens and the Hostel Committee monitor the upkeep of the hostels. On campus bank facility is provided to the students to meet their banking needs. A well furnished and hygienically maintained Canteen, which serves healthy food and eatables is provided to the students. Its cleanliness and quality is monitored and maintained by the Canteen Committee of the college. A Girls Common Room is made available for the students keeping their privacy and entertainment needs in mind. Clean and well maintained washrooms equipped with

sanitary napkin vending machines are maintained by the college administration and respective committees. The college provides infirmary services with the help of a full time pharmacist. Its location in the vicinity of a medical college and hospital ensures proper medical care to the students of the college.

Library Maintenance: Library maintenance is carried out under the supervision of the Library Committee, headed by the Principal, which is responsible for the purchase and procurement of books and other materials. Recommendations and requirement from individual departments is sought on an yearly basis. The library is maintained by regular staff members including a Librarian, Assistant Librarian and one support staff member. The library upkeep is financed by grants from UGC and RUSA and Amalgamated Fund and Lapse Library Security Fund. Auction of written off books is held regularly. Teachers, students, parents and alumni are encouraged to donate books to the library. The technical support is provided by the BCA and IT departments of the college and outsourcing is also done as per the need. Software is maintained with the help of Inflibnetcentre, Ahmedabad.

Sport Facility Maintenance : The Purchase Committee looks after the maintenance of upgraded sporting facilities in the college. It works on the recommendations of the Department of Physical Education. Maintenance and upkeep of facility and equipments is the main concern of this committee. A Sports Committee is also constituted in every academic session to monitor the various sports teams. The Sports Fund collected from students and Amalgamated Fund, along with RUSA and UGC grants are gainfully utilized to provide upgraded sports facilities for students. The staff of the Department of Physical Education is assisted by outsourced employees as per the requirement of the college. Consumable items are written off whereas non consumable items are auctioned out. Since the college is a government run institution, the facilities are maintained and utilized with strict adherence to rules and regulations laid out by the State Government.

Academic Support Maintenance: Academic maintenance is carried out by various academic committees constituted keeping in view the various scholastic needs by the Head of the institution. UGC and RUSA funds are utilized for maintaining academic support facilities.

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

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

184

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

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

156

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)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

137

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

137

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

27

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

22

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

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

After the commencement of every academic year, the student central association (C.S.C.A) is formed every year as per the rules and regulations notified by the Himachal Pradesh University. It comprises of President, Vice President, General Secretary, Joint Secretary and Class Representatives. The students for the CSCA are selected/nominated on the basis of their merit from all streams and all classes and due representation is also given to sports, cultural, NCC, NSS, Rangers and Rovers and other societies.

Students are given opportunity to involve in administrative, co-

curricular and extracurricular activities by including them as members of the committees. The following is the list of the committees having student representation and engagement:

1. Subject societies
2. Sports committee
3. Cultural committee
4. Internal quality assurance cell
5. Anti-ragging committee
6. Anti-sexual harassment committee
7. Grievance redressal committee

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

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

18

File Description	Documents
Report of the event	No File Uploaded
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)	View File

5.4 - Alumni Engagement

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

The old RKMVian's association came into existence in 2007 and was registered as a society. The first alumni function was held on 17th october, 2007 to mark the 30 years of existence of the college. It

has, as its members, many distinguished alumni occupying important positions across the country. The students who have completed graduation from the college are eligible to register as a member of the Alumni Association.

In the session 2020-2021, the association distributed handmade masks to the needy. Due to COVID pandemic other regular activities could not be held.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

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

The motto, vision and mission of the college is as follows:

Motto : Sa Vidya Ya Vimuktye - Education is that which liberates

Vision : RKMV is committed to the idea of transforming the minds and personalities of young women into independent, skilled and competent individuals, thereby enabling them to succeed in the ever changing and a rapidly advancing world. The institution respects the values of diversity and unity of the society, and, therefore, aims wholeheartedly to inculcate the same values in its students through education and training that is inclusive, and based on the idea of equal justice to all, irrespective of gender, caste, ethnicity, region and religion.

Mission: RKMV is single-mindedly dedicated to the idea of

Empowerment of Women through appreciation and grooming of thousands of women students to assume roles of leadership in a highly competitive world. The institution lays utmost emphasis on the individuality of its students by encouraging them to think positively and innovatively in order to achieve higher goals or bring about conflict resolution. Student training activities in the institution strive to promote the values of compassion, ethical behaviour, national unity and the values of humanity.

To reflect governance of the institution in tune with our mission and mission various activities and awareness programs are conducted throughout the year.

File Description	Documents
Paste link for additional information	http://rkmvshimla.edu.in/about/vision/
Upload any additional information	No File Uploaded

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

Decentralization is at the heart of the management strategy of RKMV. Beginning at the top with the Principal, and all the way to the College Student Central Association (CSCA), the institution believes in both: Top - Down and Bottom - Up channels of communication for effective implementation of policies and programs. During academic year 2020-21 following activities were conducted:

Conduct of Examinations: Due to the restrictions imposed by the Covid epidemic, annual examinations were conducted for the Final year students only. The examinations were conducted by the examination committee, constituted especially for the purpose. In addition to the physical appearance of the students for the final year examinations, the rest of the students were evaluated on the basis of online examinations, conducted by the concerned departments.

Annual Prize Distribution: The prize distribution function was held with less fanfare due to the Covid protocol. The Prize Distribution Committee organized a function where the Principal gave away the prizes to the meritorious students.

The Building Committee: The construction of the building in the campus reached a very decisive phase in 2020. A meeting of the

committee was held on 16th February 2020 to discuss the matters relating to speeding up of the remaining task.

Admissions Committee: Various admission committees were formed to facilitate the process of admitting students to Arts, Commerce, Science streams and other self financing courses. The committees carried out the task of online admissions, beginning in July 2020. In order to facilitate the process of admissions without causing any discomfort to the applicants, a special admissions portal was opened and linked to the website of the institution. The process continued without any technical errors. Upon admission to the institution, the hardcopies of the forms were also submitted, whereby they were verified once again by the respective admission committees.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The unprecedented circumstances of the year 2020 left very little room for many important things that the institution would have developed in more normal conditions. The central strategic concern of the institution, however, is restricted to the ongoing construction process. The Building Committee of the college keenly observed the development despite the lockdown. However, it must be borne in mind that the institution has very limited freedom to decide the fate of new projects and strategies, especially regarding financial decision since that is strictly out of the limits of the institution. These decisions are determined at higher government levels.

The Building Committee, being a wing of the IQAC, took some internal decisions regarding the upcoming C Block :

1. The Departments of Geography, Psychology and the performing arts such Commercial Art & Painting, Music (Instrumental & Vocal) and the Department of Dance etc are to be housed in the said block, and various specific modifications are to be incorporated in the building process in order to accommodate these departments successfully.
2. Library is also to be shifted to the said C Block with the

following highlights :

- Sitting area for the students - 2100 square feet
- Sitting area for the staff - 400 square feet
- Multipurpose room - 100 square feet
- Washrooms
- One section of the library to be maintained for the differently abled

3. It was proposed that further changes be made in the map of the upcoming C Block so that a multipurpose hall be constructed on the top floor.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

The organizational structure within which the institution functions, proved itself to be a well oiled machinery during the unprecedented Coronavirus outbreak, the subsequent nationwide lockdown and the step by step reopening of the institution. The overall policies and the Standard Operating Procedures (SOPs) were determined by the authorities which are beyond the executive powers of the institution.

The following steps were taken to follow the strict instructions of the government such as :

1. The College opened intermittently, depending on the lockdown situations from time to time, and, as per the decisions taken by the government.
2. Classrooms were fully sanitised from time to time.
3. Thermal screening and hand sanitization was routinely carried out at the main gate
4. Social distancing was strictly enforced

The institution can safely boast of its efforts in a sense that no outbreak of the virus was reported on the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Various welfare schemes of the government were fully available teaching and non - teaching staff. Despite the outbreak of the epidemic and the subsequent lockdown, there was no restriction on availing any of the welfare schemes of the government other than those which involved travelling and large gatherings. The various schemes are :

1. Maternity leave
2. Paternity leave
3. Study leave
4. Group Insurance Scheme
5. Medical Reimbursement etc

File Description	Documents
Paste link for additional information	https://himachal.nic.in/index.php?lang=1&dpt_id=5
Upload any additional information	View File

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

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

0

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

2

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

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

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

39

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

With an objective to evaluate the performance and also to identify potential aspects for improvement of each employee, the institution requires teaching and non- teaching staff to furnish Self- Appraisal report. The performance of teaching staff is monitored and evaluated through Academic Performance Indicator (API) and Performance Based Appraisal System (API) notified by UGC in its regulation dated 30th

June 2010. Promotions and Scales are also based on Annual Performance Based Appraisal with API scores based on PBAS. The ACR and Appraisal Report filled by the faculty members are assessed by the Principal who is the Head of the Institution and then reviewed by the Directorate of Higher Education for Career Advancement and other purposes. Students' feedback on teachers is also a very important component of performance Appraisal System to evaluate the competence of teachers on the basis of their subject knowledge, their communication skills, their ability to engage and generate students' interest and their class room management skills.

For the appraisal of non-teaching staff the institution follows the rules and regulations formulated by the Directorate of Higher Education, Himachal Pradesh. Each employee submits the ACR to the respective reporting officer for evaluation and certification. The certified ACR is then submitted to the Head of the Institution. The performance of the non teaching staff is assessed under different parameters like work ethics, character and habits, discipline and departmental abilities etc. A constructive feedback is given to the staff by the Head of the Institution so that they can enhance their performance level.

File Description	Documents
Paste link for additional information	http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal audit was conducted in 2020 through the Local Audit Department (LAD), Government of Himachal Pradesh. Minor objections and observations were dealt with during the audit itself. External audit was conducted through the Accountant General (HP) in 2020. No major objections were raised. Audit of self financing department is conducted by a registered chartered accountant.

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

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)

Rs. 2,05,400/-

File Description	Documents
Annual statements of accounts	View File
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

Being a government institution, the college does not have a Resource Mobilization policy of its own. However, funds that a part of the fee, were collected as:

1. Parents Teachers Association Fund (PTA Fund)
2. The students' Amalgamated Fund (AF)

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

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 at the centrestage of the efforts to maintain

standards of many benchmark activities in the institution. The year 2020-21 was marked by unprecedented circumstances resulting from the outbreak of the Coronavirus epidemic. The long duration lockdown derailed the normal running of not just the institution but also the life in general. The IQAC rose to the occasion and adjusted to the new circumstances, carrying out the task of monitoring and streamlining the strategies to enhance the benchmarks of quality within the institution. The Standard Operating Procedures (SOPs) issued by the government from time to time were earmarked, explained and enforced in totality amongst the students and the teachers alike. The IQAC is solely responsible for the important strategic interventions in the design of the new buildings under construction. IQAC ensured that the requirements of various departments were incorporated, including addition of a State of the Art auditorium on the top floor of the new block. Despite the unprecedented circumstances, the IQAC was undaunted in carrying out the quality work in the middle of the lockdown. Online admissions, Classes and Testing was put in place without losing much time, and made not just effective but even an almost foolproof system, carrying out the academic and administrative tasks of the institution. The task of students scholarship, including the verification of documents, was carried out online - effectively and comprehensively. The IQAC cell was also instrumental in establishing the channels of internal and timely communications amongst the members of the staff through Google Meet and other online applications. In addition, the IQAC facilitated online Faculty Development Programs for the members of the teaching staff. During the year many programs of social outreach were planned and carried out in order to perform the social responsibility of the educational institution. The NCC, NSS and other voluntary student cells of the college participated in various fields beyond the bounds of the institution.

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

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 regular process of receiving active feedback from the students was hampered since classes were mostly held online. However, this process was completed online. On the basis of the API format the

staff was evaluated on the basis of teaching activities, evaluation work, student's feedback etc. The detailed findings of the feedback has been given on the college website, the link of which is provided in the link given below

File Description	Documents
Paste link for additional information	http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf
Upload any additional information	No File Uploaded

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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

Various measures were initiated by the college for the promotion of gender equity and sensitization in curricular and co-curricular activities which facilitates women empowerment. International Women Day was celebrated on 27th March 2016. A total 256 girls participated in this event. Women contributions in different field at

international level were remembered. A self-defense program on 28th April 2016 was organized in which 550 girls participated. International women day was celebrated on 28th Feb. 2017. The function was organized by HP state women commission through women cell at RKMV. For spreading awareness regarding women empowerment, various competitions were organized such as rangoli competition was organized. Girls participated in mehendi competition, poster making etc. during 2nd March to 8th March 2018. A lecture on eve teasing was also delivered by SHO Mahila Thana , New Shimla on 28th March 2018 . SHO appraised the girls about the laws and organizations which control the eve teasing and punish the person involved in the same. A total 350 girls were present in this program. An eminent lawyer of Shimla, Sheetal Vyas delivered lecture on domestic violence and sexual harassment. Nearly 400 girls participated in this program. She appraised the students about different laws and fundamental rights related to women safety. A play on save girl child was staged on 12th April 2018 and 355 girls took part. The frequency of female foeticide in India is increasing day by day. Students have been educated through the play about the government act to curve female foeticide. Awareness on women safety was conducted and (GUDIA) helpline number was shared among girls on 21st Feb 2019 and around 550 students took part. Students are told to call at these numbers at the time of crisis or at any safety issues. The students were told about the (SHAKTI MOBILE APP) which was launched for women safety in HP. The mobile APP and the helpline part of state initiative to fight crime against women. Self-defense skills were demonstrated by Chhoti Guru Maa (Nirvana Naturopathy Nasik) in one day workshop on dated 26th Nov 2019. In this workshop students were informed about the ego defense mechanism to protect the mind\self-ego from anxiety. Around 400 girls learnt self-defense skills. A lecture was delivered by Dr. Laxmi Sindhu (Professor in sociology) on challenges of women safety and gender issues. A power walk was organized by HP state commission for women and National commission for women on 1st March 2020. It started at 8:00 pm and all the ladies staff and 100 hostel girls participated in around 1 kilometer power walk on ridge to ensure the women safety. International women's day was celebrated on 8th March 2020 at college. A lecture was delivered on women's empowerment and a cultural programme was also organized. On 8th March 2021, International women's day was celebrated by organizing a webinar and a workshop on 'internal committee of women's cell' in collaboration with National Women commission (NWC) by student and staff of RKMV at Himachal Pradesh University.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid waste management

In order to reduce waste in the college, waste management practices have been effectively adopted by the students and staff members. This includes the collection, transportation, treatment and disposal of waste along with regular monitoring and regulation of the waste management process. The college campus has three types of dustbins kept at various places. Green coloured dustbins are for biodegradable waste, yellow ones for non-biodegradable waste and blue ones for e-waste. The college generates approximately 10 kg of solid waste every day. The college has employed six sweepers who help in keeping the campus clean and in disposing of the garbage.

A garbage collection vehicle from Municipal Corporation Shimla, collects two types of waste from the college every day i.e. degradable and non degradable. This is done under the door to door garbage collection scheme of the Corporation.

Compost pits have been dug in the college and outside the hostel. Biodegradable waste is dumped in these pits and manure which is produced is used for gardening purposes. The scientific disposal of biodegradable waste helps in keeping the college clean.

The college also has sanitary winding machines and insinuator to destroy sanitary pads. These machines are installed in the college and hostel washrooms.

Liquid waste management

Liquid waste is created mainly by the departments of chemistry, botany, zoology and home science. The used chemicals are diluted and flushed down the drain which is connected to the main sewage pipe. The concerned departments take appropriate safety measures while disposing the liquid waste, as per regular procedure and guidelines.

E-waste management

Hardly any e-waste is generated in the college at present. If required in the future, it will be disposed in accordance with the norms set by the Govt. In the physics department a small amount of electronic waste is generated which is disposed off from time to time through open auction. Before the auction, notices are posted at various public places. This is a source of income for college as institutions who want to reuse this waste can purchase it.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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	View File
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:

A. Any 4 or All 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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	No File Uploaded
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

A. Any 4 or all of the above

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
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).

Diversity is an inclusive part of growth and development at RKMV. This is given expression through various activities and on different platforms through inter and intra-state participation. Students from various religious, ethnic groups, urban and rural backgrounds and from all strata of society get admission in RKMV without any discrimination. Special care is taken to ensure that students are made aware of these groups. In the academic area various workshops and seminars are conducted on contemporary issues, highlighting an amalgamation of diversity through inclusiveness. The population of Himachal Pradesh includes many ethnic, religious and tribal groups. Students from all these take admission in RKMV. Faculty and non-teaching staff too are from all these regions. Therefore the atmosphere is one of harmony, accepting one and another and appreciating them and their culture. Everyone gets an equal opportunity to showcase their talents. Cultural events are organized in the college, which are representative of the varied cultures, languages and dialects to where these students belong. Students from neighboring states such as Punjab, Haryana and Uttrakhand mingle with the students of local population and enlighten one and another

about their respective cultures and traditions. Various national and religious days are observed in which students participate enthusiastically. To give importance to the regional language a special section in the college magazine has been included representing the Pahari language, wherein students and staff contribute by way of articles and poems. Girls participate in local dance called Natti and dances from other states like Gidda from Punjab, Kalbalia from Rajasthan, Bihu from Assam, Kathak and other dances. Students also participate in Himachal Pradesh University Youth Festival, in a spectrum of activities, such as folk dance, classical dance, vocal and instrumental singing, debates and declamation, one act plays, painting, poster and collage making, to name a few. These kaleidoscopic cultural activities have a tremendous positive rub-off on the attitude and understanding of students. It not only promotes a lucid understanding of our rich cultural heritage but also imbibes acceptance and appreciation of cultures and customs beyond one's own area of living. The net result and influence leads to a heightened sense of tolerance of societal issues, a harmonious environment and a sense of unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

Efforts are made by the institution to sensitize the students and employees to our constitution obligations with respect to rights, duties and responsibilities as citizens. Declamations and sensitization programs regarding rights, duties and responsibilities are organized on 29/10/2015. A declamation on "Transparency in Governance" was organized by deptt. Of political science, in which 20 speakers shed light on the above mentioned topic. More than 100 girls heard the declamation. The speakers emphasized that Transparency in Governance means, the official decisions and important roles and regulations are in the public domain. Transparency and openness in Govt. information has certain benefits for citizens and govt. such as increasing accountability, developing trust and credibility and reducing corruption. Transparency leads to clean and efficient governance. If any govt. institution is not functioning properly, Public can resort to public interest

litigation. The role of RTI was also stressed by the students. On 9/10/2017 a lecture was delivered by Dr. Sonia Thakur, Joint chief election commissioner, HP Voter Education program for students on importance of democracy and the right to vote. Miss Muskan Negi, youth icon state election commission (ex student) addressed the meeting. Muskaan stressed on the fact that a high percentage of voting means more active participation in democracy, govt. formation and decision making. She motivated the students to be active participant and help in electing the right leader to bring the desired change in the state. 175 students participated in audience. Sh.Santosh Thakur, Center supervisor officer Election commission HP. Delivered a lecture on importance of voting. The event was organized by Electoral Literacy club. Students were made aware of importance of voting in the Electoral process and also educated about the use of EVMs in the coming elections. 278 students participated in the programme. A Lecture on misuse of social media during election and cyber crime was delivered by Inspector from the police department on 28/07/2018. He brought out the fact how social media can be misused during an election campaign. This was really an educative lecture for the students. 300 students participated in this programme. Quiz on Fundamental rights and duties organized by political science deptt on 05/09/2018. 8 teams participated in the quiz which educated the audience regarding various fundamental duties. 2 students participated in inter-college youth festival, debate held in GC Kotshera. 45 students from our college also heard the debate from the audience. The topic for the debate was "One Nation One Election". The concept of "One Nation One Election" is a humungous task because it is difficult to organize and conduct election simultaneously throughout the country. The various drawbacks associated with multiple election held at different time are many like political manipulation, opportunity politics, power politics and huge cost to the exchequer. All these will be eliminated by following the concept of "One Nation One Election". Electoral Literacy club RKMV Shimla organized declamation contest on Public opinion and voter on 30/8/2019. 20 students participated in declamation contest. 60 girls attended declamation from our college. Dr. Radha Raman Shastri, ex vidhaan Sabha speaker education minister delivered a lecture on importance of voting in democracy. Electoral literacy club organized this event.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

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

Van Mahotsav week was celebrated from 24th July to 30th July 2020 by planting 50 plus trees in and around Shimla by the students.

On 28th February 2021 , Science Day was celebrated in the college and a lecture was delivered by Dr. Anil Thakur Associate Professor (Botany) on importance of medicinal plants and trees in which 60 students from the Bharat Scout and guide participated.

On 8th March 2021, International women's day was celebrated by organizing a webinar and a workshop on 'internal committee of women's cell' in collaboration with National Women commission (NWC) by student and staff of RKMV at Himachal Pradesh University.

The college celebrates national festivals, national days and national memorial events with vigor and zeal which inculcates moral and cultural values in the students and also helps them develop into

complete personalities who are motivated and driven towards shaping a better society, deriving inspiration from national leaders like Mahatma Gandhi, C. V. Raman, Rabindernath Tagore, S. R. Rangnathan, Radhakrishnan etc. National Festivals like Independence Day, Kargil Diwas, Republic Day, are celebrated in the college, This helps in the development of national and patriotic spirit, and a sense of reverence towards those who always stood up for the integrity and safety of our nation. Just as a clean body houses a healthy mind, similarly clean surroundings lead to a clean society. Swachta abhiyan carried out by the students marking the birth anniversary of Mahatma Gandhi, helps them learn about the importance of cleanliness and also giving back to society a healthy and a clean environment.

Every year the institution celebrates festivals such as holi, ramnavmi, diwali, Teachers day, science day, mathematics day, independence day, education day, womens day, hindi diwas and library day. The faculty of science celebrates 28th February as science day in honor of Nobel laureate Dr. C. V. Raman. NCC cadets celebrate 15th April as Himachal day and 15th August as Independence day. NSS unit celebrates 20th August as sadhbhavna diwas to mark the birthday of Rajiv Gandhi. The college SCA celebrates 5th September as Teachers day to mark the birthday of Dr. S. Radhakrishnan. Mahatma Gandhi's birthday on 2nd oct. is celebrated each year as Swachhta Diwas as an initiative of Swachhta Abhiyaan promoted by the Govt. of India since 2014. In addition to all these certain awareness drives are also undertaken, like the AIDS Awareness Day.

Observing all these land mark festivals, memorial days and cultural occasions, is in itself a great education for the students and fosters a sense of belonging and identity, unique to each event. The enthusiasm generated in observance of these occasions is laudable and goes a long way in generating a sense of bonding among all.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
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.

Title of the Practice: To inculcate human values among students

Objectives

The college has been continuously transforming the lives of thousands of girls every year. Students are encouraged to inculcate the human values of caring, sharing and developing empathy towards the needy and the under privileged. They are taught that by helping others we are making this world a better place to live in. As these students grow up, they will realise that they have two hands - one for helping themselves and one for helping others. The objective here is to teach the girls that helping others without expecting anything in return is what true self worth is about. It is through participation in such activities, which contribute to society, that students realize their complete potential and their energy is channelised towards contributing something useful to society. As is rightly said "values are caught and not taught", hence the faculty members serve as the role models.

The Context

The students studying in RKMV, although not all coming from very sound financial backgrounds, have a zeal to contribute to society in whatever small way they can, in quantity and quality. They apprise their parents regarding the community work done in the college through various activities. In the process parents are also educated regarding these activities in the college and they in their own way motivate and encourage their wards to take a more active part. This process has a positive effect on students such as helping them to develop skills, making contacts and allowing them to improve the quality of life of others. We at RKMV feel that students who give back to society perform better in life.

The Practice

To inculcate human values among students the concept of contribution to society is encouraged at RKMV. Students here are taught that social work can be done with minimum or no expenditure at all. It is motivation that is required to contribute to society. In this college we have established a "Cloth Bank" named "Mend a Heart" which is located at a central place where students and teachers can place their old usable clothes. When the box is full these clothes are distributed among the under privileged. The gratification expressed by the recipients is a motivator for this noble activity. The students also distribute these clothes through the Red Cross and

Rotary Clubs, to the poorer patients and their attendants at the State Hospital (IGMC). These activities make the students realise the hardships of the poor and less fortunate and infuses a sense of empathy for fellow humans. We also have a "Roti Bank" functional in our college in collaboration with an NGO "Almighty Blessings", which serves langar to patients and their attendants at cancer hospital, IGMC Shimla and Kamla Nehru Hospital for Women. The students and staff of RKMV contribute rotis to this NGO, which are served in the evening at both the hospitals. Alumni association of RKMV has also organised "Langar" at the cancer hospital. Students also help in serving the patients and their attendants during the langar. This practice helps in imbuing in the students the value of dignity of labour. Students realise that service to the needy is service to God.

Evidence of Success

The evidence of success lies in the fact that requests for more clothes and more rotis pour in continuously. The number of volunteers is also increasing rapidly. More and more students want to be part of these activities. The students are involved in both collection and distribution which gives them a great sense of gratification.

Problems Encountered and Resources Required

At the very outset the students had to be motivated for these activities, which was done through interactions at various levels such as general announcements, group discussions and face to face conversations. The resources required were affordable and easily available. Since the activities were voluntary there was no coercion involved.

Best Practice -II

Title: Healthy mind in healthy body

Objective:

Our institution believes that a healthy body and a healthy mind are both essential for the holistic development of society. Keeping this in mind a particular medical theme is chosen every year and practically applied. Of late people have become aware and concerned about their health and seek information regarding good health and ability to cope with ill health and malnutrition. Objective of this practice is to develop personalities which are both physically and

mentally sound, which will encourage them to pursue their goals effectively. This practice also leads to the development of personalities capable of being successful both at the work place and also in the running of homes. When health is assured students work to the best of their ability and their efficiency increases. Good health also ensures that these students can deal with stress effectively and competently.

The Practice

The Institution organizes health awareness lectures and health check up camps from time to time. In 2015 awareness lectures regarding breast feeding and personal hygiene were conducted by team of doctors from department of community medicine, Indira Gandhi Medical College Shimla. General health check up was conducted and gynecological problems were also discussed. A team of doctors from Zonal Hospital conducted general health check up for the girls. Again in the same year a health awareness camp was conducted in collaboration with NGO "UMANG" for the visually impaired. In this camp about 300 girls participated. The following year a team of doctors from Indira Gandhi Medical College Shimla conducted a camp relating to gastroenterological problems. Health checkup of about 200 girls was done relating to digestive problems. Eye Check up camp was also conducted by a team of ophthalmologists. Eye sight was tested and the girls made aware of how to take care of their eyes. Advance eye checkup at Indira Gandhi Medical College Shimla was recommended for few girls. AIDS awareness lectures were also organized.

Continuing the process, in 2017 girls were tested for hemoglobin count and made aware of the problems relating to the deficiency of iron. Menstrual problems were also discussed. Overcoming old taboos talks were arranged regarding the menstrual cycle in women and menstrual hygiene. Keeping this in mind the institution has a sanitary towel dispensing machine and also an incinerator for the disposing of the sanitary pads. This ready availability of sanitary pads has instilled a sense of confidence in our girls. Further, in 2018 health awareness regarding life style diseases, particularly diabetes and stress related problems, was discussed. Cancer awareness camp especially for breast and cervix cancer was also organized. In 2019 a team of doctors sent by the CMO Shimla, examined the Hb level, sugar level and oxygen level of students. In March 2020 a health check-up camp was organized to make the staff and students aware about Covid-19, its symptoms and preventive actions to be taken.

CONTEXT

The college endeavors to make girls realize that their health is as important as their male counterparts. This has helped in correcting the long standing misconception that only the health of the bread winner, who invariably is a male, is important. The girls have also been made well aware that household work requires as much or even more energy than other professions. Effort is made to make girls realize that in order to be effective workers, good health is paramount. Keeping this in mind the institution organizes health camps, lectures and workshops at regular intervals.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

No Cultural / sports calender was issued by Himachal Pradesh University due to COVID-2019 therefore, no such activities could be organised by the College. Apurva Sharma, student of B.Sc. III Year from the department of Physics, topped in the state in NGPE (National Graduate Physics Examination) organized by Indian Association of Physics Teachers and was given a certificate of the merit.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college considers effective curriculum delivery as one of the most important aspect of academics. RKMV Shimla follows curriculum prescribed by the Himachal Pradesh University, Shimla through its Board of Studies. Some of our senior faculty members are also a part of the Board of Studies and various other sub-committees formed for the purpose of curriculum development. For the effective delivery of curriculum the college follows academic calendar issued by the HP University and adhere to it strictly. At the start of the academic session, all departments are required to prepare a detailed plan regarding allocation of courses and distribution of workload among teachers in various department. The time -Table committee prepares the time table as per the course requirement and displays it on the notice board and also also upload it on the college website. Due to COVID-19 pandemic, during this academic year teachers were motivated to use of ICT for effective curriculum delivery. Use of internet, computer, mobile and other audio-visual aids were encouraged for the delivery of curriculum. Faculty orientation by IQAC followed by Students' orientation by teachers regarding the use of social media platforms (such as Whatsapp, Google meet, Cisco WebEx and other platforms) for effective curriculum delivery were conducted at the onset of the academic session. Use of online tools for the conduct of quizzes, tests, student presentations and sharing of courseware among students were also carried out. For smooth and productive teaching, departments were encouraged to develop power point presentations and other audio-visual aids to assist students.

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

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

Being an Institute affiliated to Himachal Pradesh University, Rajkiya Kanya Mahavidyalaya (RKMV) Shimla strictly follows the academic calendar issued by the Himachal Pradesh University Shimla. For the internal evaluation process the institution follows the continuous comprehensive assessment (CCA) - a criterion prescribed in the course/subject curriculum designed by the University. During 2020-21, due to COVID Pandemic the Continuous Internal Evaluation (CIE) components such as Mid-Term tests, Class Tests, Assignments, Quizzes etc. were conducted by all departments through online modes. Student participation in each component was also ensured. During the academic session 2020-21, as per the directions of state government, the college opened for a brief period and this period was utilized for carrying out practicals and fulfilling parameters related to other internal evaluation. The institution also framed its own internal academic calendar for the session which was partially implemented due to pandemic situation during the year.

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

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	View File
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	
8	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

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

Curriculum provided by the Himachal Pradesh University Shimla and followed by our college effectively integrates cross-cutting issues relevant to gender, human values, environment and sustainability leading to a strong value-based holistic development of students. Apart from this, throughout the year our college also organized various activities on these issues as part of the curriculum and otherwise to help in this endeavor. Celebrating days related to gender sensitization, organizing health and hygiene camps, inviting guest lectures, conducting community outreach programs etc are regular feature of the college.

With regards to environment and sustainability each student is required to pass environmental science course. It has been made a part of the curriculum. Apart from this with the objective of environment consciousness and its impact on everyday life all major environment related days are being celebrated by the college. College has fully functional eco-club.

Various departments of the college (such as Geography, Sociology, Political Science, Public Administration, Philosophy, History etc) are running courses related to professional ethics, environment and human values. Apart from this, units such as NSS, Rover & Rangers, NCC, Red Ribbon Club etc of the college contribute a great deal by inspiring, motivating and encouraging them to participate in various activities organized by them from time to time. College also celebrates days such as Republic day, Teacher's day, Human Right Day, International Yoga Day.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

1	
File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File
1.3.3 - Number of students undertaking project work/field work/ internships	
34	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf

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 sanctioned seats during the year

1490

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

433

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The right evaluation of the child is the first step towards the education of a child. If a child is not evaluated properly then that can wreak havoc in his life and can destroy his career and his life forever. Keeping this in mind the teachers continually evaluate the students by following these methods

? Questions and quizzes are given to students which are to be solved in time bound manner.

? Students are encouraged to participate in group discussions.

? Students are encouraged to read and analyse newspapers and magazines.

To Cater to the special needs of the children and to facilitate them in the process of learning the teachers

? Regularly take remedial classes

? Encourage students to come to the teachers with their problems

? Help them in overcoming their hesitation so that they can ask questions freely in the classrooms.

? Counselling sessions are also conducted from time to time

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3590	69

File Description	Documents
Any additional information	No File Uploaded

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

Learning has always been a synergic process and it becomes imperative to follow diverse strategies to guarantee and efficacious and productive teaching learning experience. Our college practices various methodologies to impart quality education to our students. Our faculty tries to apply the theoretical concepts to practical demonstration by encouraging Inquiry- Based Learning, Blended Learning, Expeditionary Learning, Experiential Learning, Personalized Learning, Problem Solving Methodologies, Game- Based Learning, etc. Teachers motivate their students towards inquiry-based learning by inculcating in them the zest to develop questioning and critically analyzing the concepts and presenting their results in the form of assignments and presentations. The college facilitates their students to use various online resources viz., Consortium for Educational Technology, SWAYAM, SWAYAMPRAKHA, National Digital Library, FOSSEE, Virtual Labs, e-GyanKosh, Gyan Darshan, e-Shodh Sindhu, Shodh Shudhhi, VIDWAN, DIKSHA, e-Pathshala, Spoken Tutorials, SAKSHAT, N-LIST, IGNOU Study Material to enhance their learning capabilities. The department of Life Sciences and Physical Sciences give their students an expeditionary learning experience by taking them out of the classroom into the real world by providing field visits, visits to research institute and industries. The departments expose their students to the environmental related studies. Technology is vastly used to give students best learning experience. Various clubs and societies (Eco Club, Energy Club, Sahitya Parishad, Music & Dramatics Society, Youth Red Cross, Electoral Literacy Club, Youth Welfare Club, Rotract Club, Red Ribbon Club, NCC, NSS, Bharat Scouts and Guide) are actively engaging and motivating the students towards personalized learning. Game-based learning is most imperative for the overall development of the students. Our college encourages and motivates students to participate in various sports activities. Our students have

actively presented and brought laurels at State and National level in various games like Basket Ball, Table Tennis, Chess, Kabaddi, Kho-Kho, Hand Ball, Yoga, Taekwondo, Shooting, Judo, Badminton, Cross Country, Athletics, Volley Ball, Boxing.

Further keeping in pace with the contemporary society we promote Blended learning by augmenting the traditional face to face learning with online and e-learning methodologies. The college is well equipped with latest technologies to promote digital learning.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

RKMV augments conventional classroom teaching with ICT enabled teaching. An environment of digital teaching and learning is created and practiced by our faculty and students. The college library is the soul of any institution. Our library is partially automated with SOUL 2.0 (Software for University Libraries), that facilitates the students and faculty in having access to best e-books, e-journals, almost any type of material. The Library is equipped with six system and one server to aid the students and staff. To facilitate ICT enabled teaching the college is well equipped with IT Lab, BCA Lab, Language Lab, E-Commerce Lab with almost 126 Computer Systems. In total the college is having around 156 Computer Systems for the students and staff. The college is having six Smart Classrooms with projectors and one Video Conferencing Room. The college is well equipped with three portable K-YAN's, three ICT enabled Labs. Most of our faculty members make maximum use of Online teaching platforms viz., Google Classroom, Google Meet, WEBEX, Zoom to disseminate lectures, presentation, group discussions, quiz/tests, laboratory work, debates etc. Various workshops are arranged in the college premise for the faculty to make them aware of recent trends and technologies that can aid them with better dissemination of classes through online mode.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

69

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

69

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

36

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)	View File

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

2.4.3.1 - Total experience of full-time teachers

869

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Teachers use various methods and mechanisms to assess the intelligence and conceptual understanding of students. After the completion of a unit of syllabi, assignments are given to students which are evaluated and shown to them. They are also encouraged to improve their presentation mode and writing skills. These assignments give them a regular practice for attempting the final examination. All information regarding the midterm examination pattern, marks division, minimum marks to clear the examination and other pertinent details are communicated to students in advance. The answer sheets of midterm tests are also shown to students to ensure transparency in the evaluation and maintenance of CCA record. The mistakes made by the students are explained in detail by the concern teacher and guidance is given to them regarding the ways and means of improving future performance. Those performing well are lauded by the teacher so as to further boost their confidence. Counselling is also

provided to the weaker students after completion of midterm examinations. The internal assessment of all students is displayed on the merit board as well as in the department register of the college before the final examination. Students are encouraged to enquire about discrepancies, if any.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

A transparent, time-bound and efficient method is being followed in the institution in terms of dealing with internal examination related grievances. At the college level, an Exam cell comprising of a senior teacher as convener and other teaching and non-teaching staff as members is constituted to deal with the internal examination. Various internal examinations are being performed throughout the session. Some of them are class tests, assignments, mid-term tests etc. The college adheres strictly to the guidelines and rules issued by the H.P.U. while conducting internal examinations. At the beginning of the session, faculty members inform the students about the various components in internal assessment. The class tests and mid-term tests are conducted during each session, the time-table for which is prepared well in advance and communicated to the students. To ensure proper conduct of mid-term examination, two invigilators are assigned to each hall. Faculty evaluates the mid-term answer scripts within a week of conduction of test. The evaluated answer scripts are shown to the students in class for self assessment and any grievance is redressed immediately. Faculty evaluates the assignments on the basis of a criteria i.e. timely submission, clarity, neatness etc. The evaluated assignments are given back to the students thus maintaining the transparency of marks assigned and to resolve grievances, if any. In case of any grievances regarding internal examination, student is free to interact with the teacher and get it resolved. The unresolved grievances if any is referred to the Principal through Head of the Departments. So complete transparency is maintained during the internal examination through the adoption of criteria given by H.P.U.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has a mechanism of communication whereby programme outcome, programme specific outcomes and course outcomes of all programs offered by it are stated and displayed on the college website and communicated to teachers and students. The course outcomes are inbuilt in the syllabi. The teachers are aware of the courses outcome and they inform the students about it before commencement of the course. Final year students are prepared and counselled for admission into PG programmes in other academic institutions. They are also counselled for various competitive exams such as Banking, UPSC, SSC, HPAS, H.P. Allied Services examinations etc. The students are made aware of stated programmes and course outcomes in the following manner. a) The faculty members of all the courses offered by the college, begins to brief students from the very commencement of the programme. b) There is continuous informal interaction with the recently pass out students where the details regarding career opportunities are discussed with them and communicated to the students of the college. c) College organize career counselling programmes on continuous basis which give students a platform to satisfy their curiosity about future prospects, in academic and other fields.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://rkmvshimla.edu.in/programme-outcome/
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The Programme outcomes determine the strategies for teaching, learning and evaluation. The institution have direct and indirect

assessment.

Direct assessment:

Direct Assessment includes assignments and internal examinations. This process includes three components.

- **Assignment 10%:** The students are assigned to solve several problems related to their respective courses, one assignment per unit in the course. The assessment will be based on their performance.
- **Midterm examination 15%:** This type of performance assessment is based on the internal examinations carried out once in a year. Midterm examination focuses on achieving the course outcome.
- **Final Year examination 70%:** Final year examination comprising entire syllabus of the course is measure of assessing the entire course outcome.

If students' performance is not satisfactory in the internal examination, then they are provided with simplified reading materials and remedial classes are conducted for them for their better performance in final year examinations.

Indirect Assessment:

- **Students' Feedback:** Feedback from students is taken to assess teaching performance of faculty members. Analysis of the feedback is carried out by Internal Quality Assurance Cell (IQAC) and shared with faculty members. The Principal discusses the performance with the faculty as per the performance indicators.
- **Course Assessment:** Course outcome involved in the assessment process will be mapped with programme outcome with indication of attainment level.
- **Exit Feedback:** The passing batch of the students give feedback on various facilities provided to them and teaching-learning parameters adopted during their stay in the college.

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

2.6.3 - Pass percentage of Students during the year

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

807

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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)

<http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf>

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)

NIL

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 departments having Research projects funded by government and non government agencies during the year

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

NIL

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	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

24

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

7

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

29

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

RKMV aims at providing facilities for overall development of its students. Various wings of its student bodies such as The National Service Scheme (NSS), The National Cadet Corps (NCC), Rovers and Rangers, Scouts and Guides, The Eco Club, The Women Cell, ensure that the students participate in various programs of social outreach to make our students socially responsible and sensitive.

Extension Programs are organized to focus on -

1. AIDS Awareness
2. Blood Donation
3. Tree Plantation
4. Menstrual Hygiene
5. Cleanliness Drives

6. ROTI Bank - Collection of chapattis / rotis for the free community kitchen (langar) at the state cancer hospital at Shimla

7. Collection of clothes for the destitute

8. Visits to the orphanage

At various stages during the Covid period, the NCC students of the college performed various duties such as :

1. Assisted Shimla District Police in traffic control in Shimla city and satellite towns

2. Implemented social distancing norms in market places

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

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

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

2

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

3.3.3 - 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

3.3.3.1 - 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

19	
File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File
3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year	
3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year	
1350	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File
3.4 - Collaboration	
3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year	
Nil	
File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classroom Maintenance: The cleanliness and upkeep of the available 33 classrooms is high on priority. Grade IV employees and safai karamcharis are employed to ensure cleanliness of the entire campus. The students are sensitized regarding keeping cleanliness in the classrooms and the campus. Dustbins are made available easily for garbage disposal. **Maintenance of Computers and IT facilities:** Computer and IT facilities are maintained and upgraded with outsourced professional help. The purchasing and upgradation is done with UGC grants and aid received under RUSA. **Laboratory Maintenance:** The laboratory equipments, specimens, chemicals etc. are purchased by the recommendations of the teaching staff of the respective departments on the approval of the Principal. Laboratory Assistants are available with the concerned departments. They supervise practical work and check and maintain laboratory equipments for the smooth functioning of the departments. **Student Support and Welfare:** Various committees like the Canteen Committee, Bus Pass Committee, Anti Ragging Committee, Cultural Committee, College Magazine Committee, Hostel Committee, Library Committee etc., have been constituted under the aegis of the Principal to provide support services to the students.

Library Maintenance: Library is maintained under the supervision of the librarian and the library committee. Committee is responsible for the purchase and procurement of books and other material with the approval of the Pprincipal. Recommendations and requirement from individual departments is sought on yearly basis. The library receives grants from UGC and RUSA and Amalgamated Fund and lapse library security fund. **Maintenance of Sports Facility:** The Purchase Committee looks after the maintenance of upgraded sporting facilities in the college. It works on the recommendations of the Department of Physical Education. A Sports Committee is constituted to monitor the various activities of sports. TheSports Fund collected from students and Amalgamated Fund, along with RUSA and UGC grants are gainfully utilized to provide upgraded sports facilities for students. **Academic Support Maintenance:** Academic maintenance is carried out by various academic committees constituted keeping in view the various scholastic needs by the Head of the institution. UGC and RUSA funds are utilized for maintaining academic support facilities.

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

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

The college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities. The college has witnessed the achievements of the students continuously by giving tough competetions in various co-curricular activities like sports, cultural etc. This college is only institution to provide hobby classes in Dance and Music all across the age groups for the last many decades. The college has brought many laurels in sports and cultural activities in state youth festivals and other competetions of National and International levels. This is made possible by providing various facilities to the students as under:

- A spacious multi-purpose Auditorium, Common Room, Dance and Music rooms, Gymnasium are available for the students to

organize and participate in co-curricular, recreational and cultural activities. The multi-purpose auditorium is equipped with LCD, Projector, Light & Sound system, Full Stage System of lights, Fire Extinguishers, Lift facility, Green room with ample seating capacity having different entry and exit points.

- Both the hostels of the college (Sainik & Tribal hostel) have separate multi-purpose halls for organising activities and indoor games. Hostels are provided with indoor games equipments/ facilities like Chess, Carromboard, Table Tennis etc.
- It also has an area for indoor games like Judo, Badminton and Table Tennis.
- The roof of the MPH has the 48 KWh on-grid solar power plant which supplies green energy to the entire campus.
- The Auditorium provides an outdoor, vibrant space for various exhibitions and festivals. It has been an active space used for cultural activities like music, theatre in particular street plays, talks, poetry reading sessions, art and photography competitions.
- The college takes pride in its comprehensive sports training and fitness infrastructure. A fully equipped gymnasium is open for the students and staff from 7:30am to 5:30pm. Trained Instructors are available for assistance, guidance and training. It is a popular spot for both sports enthusiasts and the health-conscious. The gymnasium has latest equipment and machines: Cross Trainer, Power Rack, Stationary Bike, Treadmill, Vibration Plate, to name a few.

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

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

156 lakhs

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

College is using library partial automation software SOUL 2.0 (Software for University Libraries). This software for library automation was installed in college library in the year 2009. The membership of the same is renewed every year.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

0.47

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

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

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

232

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institution updates its IT facilities including Wi-fi

frequently and continuously. The Wi-fi speed has been enhanced from 2 mbps to 100 mbps over the years. The institution upgraded and installed its IT hardware facilities such as computers, laptops, printers, projectors etc. in the year 2020-21, the detailed information of which is uploaded herewith:

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

4.3.2 - Number of Computers

175

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

0.36620

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Classroom Maintenance: The cleanliness and upkeep of the available 33 classrooms is high on priority. Grade IV employees and safaikaramcharis are employed to ensure cleanliness of the entire campus. Adequate number of desks, benches, lecterns and boards are made available in every classroom. Smart classrooms are maintained with outsourced professional help. A Purchase Committee has been constituted to make necessary purchases on the approval of the Principal. Purchases are also made on the recommendation of the IQAC cell. The students are sensitized regarding keeping cleanliness in the classrooms and the campus. Dustbins are made available easily for garbage disposal.

Maintenance of Computers and IT facilities: Computer and IT facilities are maintained and upgraded with outsourced professional help. The purchasing and upgradation is done with UGC grants and aid received under RUSA. The resources are upgraded according to the needs of students and the administration. The IT facilities are modified or enhanced with the approval of the Principal on the recommendations of authorized committees.

Laboratory Maintenance: The laboratory equipments, specimens, chemicals etc. are purchased by the recommendations of the teaching staff of the respective departments on the approval of the Principal. Laboratory Assistants are available with the concerned departments. They supervise practical work and check and maintain laboratory equipments for the smooth functioning of the departments.

Student Support and Welfare: The college ensures a supportive on campus environment for the students and their welfare is of utmost importance for the institution. Various committees like the Canteen Committee, Bus Pass Committee, Anti Ragging

Committee, Cultural Committee, College Magazine Committee, Hostel Committee, Library Committee etc., have been constituted under the aegis of the Principal to provide support services to the students. These committees work actively throughout the academic session and maintain constant communication with the students to look into their needs and demands.

The college provides safe, secure, comfortable and affordable stay to its students by providing 2 hostel facilities. These hostels have proved to be a boon for the girls of the hill state of Himachal as many of them come here from remote areas to study. Hostel Wardens and the Hostel Committee monitor the upkeep of the hostels. On campus bank facility is provided to the students to meet their banking needs. A well furnished and hygienically maintained Canteen, which serves healthy food and eatables is provided to the students. Its cleanliness and quality is monitored and maintained by the Canteen Committee of the college. A Girls Common Room is made available for the students keeping their privacy and entertainment needs in mind. Clean and well maintained washrooms equipped with sanitary napkin vending machines are maintained by the college administration and respective committees. The college provides infirmary services with the help of a full time pharmacist. Its location in the vicinity of a medical college and hospital ensures proper medical care to the students of the college.

Library Maintenance: Library maintenance is carried out under the supervision of the Library Committee, headed by the Principal, which is responsible for the purchase and procurement of books and other materials. Recommendations and requirement from individual departments is sought on an yearly basis. The library is maintained by regular staff members including a Librarian, Assistant Librarian and one support staff member. The library upkeep is financed by grants from UGC and RUSA and Amalgamated Fund and Lapse Library Security Fund. Auction of written off books is held regularly. Teachers, students, parents and alumni are encouraged to donate books to the library. The technical support is provided by the BCA and IT departments of the college and outsourcing is also done as per the need. Software is maintained with the help of Inflibnetcentre, Ahmedabad.

Sport Facility Maintenance : The Purchase Committee looks after the maintenance of upgraded sporting facilities in the college. It works on the recommendations of the Department of Physical Education. Maintenance and upkeep of facility and equipments is the main concern of this committee. A Sports Committee is also

constituted in every academic session to monitor the various sports teams. The Sports Fund collected from students and Amalgamated Fund, along with RUSA and UGC grants are gainfully utilized to provide upgraded sports facilities for students. The staff of the Department of Physical Education is assisted by outsourced employees as per the requirement of the college. Consumable items are written off whereas non consumable items are auctioned out. Since the college is a government run institution, the facilities are maintained and utilized with strict adherence to rules and regulations laid out by the State Government.

Academic Support Maintenance: Academic maintenance is carried out by various academic committees constituted keeping in view the various scholastic needs by the Head of the institution. UGC and RUSA funds are utilized for maintaining academic support facilities.

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

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

184

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

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

156

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

137

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

137

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)	View File

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

27

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

22

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

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

After the commencement of every academic year, the student central association (C.S.C.A) is formed every year as per the rules and regulations notified by the Himachal Pradesh University. It comprises of President, Vice President, General Secretary, Joint Secretary and Class Representatives. The students for the CSCA are selected/nominated on the basis of their merit from all streams and all classes and due representation is also given to sports, cultural, NCC, NSS, Rangers and Rovers and other societies.

Students are given opportunity to involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. The following is the list of the committees having student representation and engagement:

1. Subject societies
2. Sports committee
3. Cultural committee
4. Internal quality assurance cell
5. Anti-ragging committee
6. Anti-sexual harassment committee
7. Grievance redressal committee

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

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

18

File Description	Documents
Report of the event	No File Uploaded
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)	View File

5.4 - Alumni Engagement

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

The old RKMVian's association came into existence in 2007 and was registered as a society. The first alumni function was held on 17th october, 2007 to mark the 30 years of existence of the college. It has, as its members, many distinguished alumni occupying important positions across the country. The students who have completed graduation from the college are eligible to register as a member of the Alumni Association.

In the session 2020-2021, the association distributed handmade masks to the needy. Due to COVID pandemic other regular activities could not be held.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	No File Uploaded

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

The motto, vision and mission of the college is as follows:

Motto : Sa Vidya Ya Vimuktye - Education is that which liberates

Vision : RKMV is committed to the idea of transforming the minds and personalities of young women into independent, skilled and competent individuals, thereby enabling them to succeed in the ever changing and a rapidly advancing world. The institution respects the values of diversity and unity of the society, and, therefore, aims wholeheartedly to inculcate the same values in its students through education and training that is inclusive, and based on the idea of equal justice to all, irrespective of gender, caste, ethnicity, region and religion.

Mission: RKMV is single-mindedly dedicated to the idea of Empowerment of Women through appreciation and grooming of thousands of women students to assume roles of leadership in a highly competitive world. The institution lays utmost emphasis on the individuality of its students by encouraging them to think positively and innovatively in order to achieve higher goals or bring about conflict resolution. Student training activities in the institution strive to promote the values of compassion, ethical behaviour, national unity and the values of humanity.

To reflect governance of the institution in tune with our mission and mission various activities and awareness programs are conducted throughout the year.

File Description	Documents
Paste link for additional information	http://rkmvshimla.edu.in/about/vision/
Upload any additional information	No File Uploaded

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

Decentralization is at the heart of the management strategy of RKMV. Beginning at the top with the Principal, and all the way to the College Student Central Association (CSCA), the institution believes in both: Top - Down and Bottom - Up channels of communication for effective implementation of policies and programs. During academic year 2020-21 following activities were conducted:

Conduct of Examinations: Due to the restrictions imposed by the Covid epidemic, annual examinations were conducted for the Final year students only. The examinations were conducted by the examination committee, constituted especially for the purpose. In addition to the physical appearance of the students for the final year examinations, the rest of the students were evaluated on the basis of online examinations, conducted by the concerned departments.

Annual Prize Distribution: The prize distribution function was held with less fanfare due to the Covid protocol. The Prize Distribution Committee organized a function where the Principal gave away the prizes to the meritorious students.

The Building Committee: The construction of the building in the campus reached a very decisive phase in 2020. A meeting of the committee was held on 16th February 2020 to discuss the matters relating to speeding up of the remaining task.

Admissions Committee: Various admission committees were formed to facilitate the process of admitting students to Arts, Commerce, Science streams and other self financing courses. The committees carried out the task of online admissions, beginning in July 2020. In order to facilitate the process of admissions without causing any discomfort to the applicants, a special admissions portal was opened and linked to the website of the institution. The process continued without any technical errors. Upon admission to the institution, the hardcopies of the forms were

also submitted, whereby they were verified once again by the respective admission committees.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The unprecedented circumstances of the year 2020 left very little room for many important things that the institution would have developed in more normal conditions. The central strategic concern of the institution, however, is restricted to the ongoing construction process. The Building Committee of the college keenly observed the development despite the lockdown. However, it must be borne in mind that the institution has very limited freedom to decide the fate of new projects and strategies, especially regarding financial decision since that is strictly out of the limits of the institution. These decisions are determined at higher government levels.

The Building Committee, being a wing of the IQAC, took some internal decisions regarding the upcoming C Block :

1. The Departments of Geography, Psychology and the performing arts such Commercial Art & Painting, Music (Instrumental & Vocal) and the Department of Dance etc are to be housed in the said block, and various specific modifications are to be incorporated in the building process in order to accommodate these departments successfully.
2. Library is also to be shifted to the said C Block with the following highlights :
 - Sitting area for the students - 2100 square feet
 - Sitting area for the staff - 400 square feet
 - Multipurpose room - 100 square feet
 - Washrooms
 - One section of the library to be maintained for the differently abled

3. It was proposed that further changes be made in the map of the upcoming C Block so that a multipurpose hall be constructed on

the top floor.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

The organizational structure within which the institution functions, proved itself to be a well oiled machinery during the unprecedented Coronavirus outbreak, the subsequent nationwide lockdown and the step by step reopening of the institution. The overall policies and the Standard Operating Procedures (SOPs) were determined by the authorities which are beyond the executive powers of the institution.

The following steps were taken to follow the strict instructions of the government such as :

1. The College opened intermittently, depending on the lockdown situations from time to time, and, as per the decisions taken by the government.
2. Classrooms were fully sanitised from time to time.
3. Thermal screening and hand sanitization was routinely carried out at the main gate
4. Social distancing was strictly enforced

The institution can safely boast of its efforts in a sense that no outbreak of the virus was reported on the campus.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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
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File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Various welfare schemes of the government were fully available teaching and non - teaching staff. Despite the outbreak of the epidemic and the subsequent lockdown, there was no restriction on availing any of the welfare schemes of the government other than those which involved travelling and large gatherings. The various schemes are :

1. Maternity leave
2. Paternity leave
3. Study leave
4. Group Insurance Scheme
5. Medical Reimbursementetc

File Description	Documents
Paste link for additional information	https://himachal.nic.in/index.php?lang=1&pt_id=5
Upload any additional information	View File

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

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

0

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

2

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

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

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

39

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

With an objective to evaluate the performance and also to identify potential aspects for improvement of each employee, the institution requires teaching and non- teaching staff to furnish Self- Appraisal report. The performance of teaching staff is monitored and evaluated through Academic Performance Indicator (API) and Performance Based Appraisal System (API) notified by UGC in its regulation dated 30th June 2010. Promotions and Scales are also based on Annual Performance Based Appraisal with API scores based on PBAS. The ACR and Appraisal Report filled by the faculty members are assessed by the Principal who is the Head of the Institution and then reviewed by the Directorate of Higher Education for Career Advancement and other purposes. Students' feedback on teachers is also a very important component of performance Appraisal System to evaluate the competence of teachers on the basis of their subject knowledge, their communication skills, their ability to engage and generate students' interest and their class room management skills.

For the appraisal of non-teaching staff the institution follows the rules and regulations formulated by the Directorate of Higher Education, Himachal Pradesh. Each employee submits the ACR to the respective reporting officer for evaluation and certification. The certified ACR is then submitted to the Head of the Institution. The performance of the non teaching staff is assessed under different parameters like work ethics, character and habits, discipline and departmental abilities etc. A constructive feedback is given to the staff by the Head of the Institution so that they can enhance their performance level.

File Description	Documents
Paste link for additional information	http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal audit was conducted in 2020 through the Local Audit Department (LAD), Government of Himachal Pradesh. Minor objections and observations were dealt with during the audit itself. External audit was conducted through the Accountant General (HP) in 2020. No major objections were raised. Audit of self financing department is conducted by a registered chartered accountant.

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

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)

Rs. 2,05,400/-

File Description	Documents
Annual statements of accounts	View File
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

Being a government institution, the college does not have a Resource Mobilization policy of its own. However, funds that a part of the fee, were collected as:

1. Parents Teachers Association Fund (PTA Fund)
2. The students' Amalgamated Fund (AF)

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

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 at the centrestage of the efforts to maintain standards of many benchmark activities in the institution. The year 2020-21 was marked by unprecedented circumstances resulting from the outbreak of the Coronavirus epidemic. The long duration lockdown derailed the normal running of not just the institution but also the life in general. The IQAC rose to the occasion and adjusted to the new circumstances, carrying out the task of monitoring and streamlining the strategies to enhance the benchmarks of quality within the institution. The Standard Operating Procedures (SOPs) issued by the government from time to time were earmarked, explained and enforced in totality amongst the students and the teachers alike. The IQAC is solely responsible for the important strategic interventions in the design of the new buildings under construction. IQAC ensured that the requirements of various departments were incorporated, including addition of a State of the Art auditorium on the top floor of the new block. Despite the unprecedented circumstances, the IQAC was undaunted in carrying out the quality work in the middle of the lockdown. Online admissions, Classes and Testing was put in place without losing much time, and made not just effective but even an almost foolproof system, carrying out the academic and administrative tasks of the institution. The task of students scholarship, including the verification of documents, was carried out online - effectively and comprehensively. The IQAC cell was also instrumental in establishing the channels of internal and timely communications amongst the members of the

staff through Google Meet and other online applications. In addition, the IQAC facilitated online Faculty Development Programs for the members of the teaching staff. During the year many programs of social outreach were planned and carried out in order to perform the social responsibility of the educational institution. The NCC, NSS and other voluntary student cells of the college participated in various fields beyond the bounds of the institution.

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

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 regular process of receiving active feedback from the students was hampered since classes were mostly held online. However, this process was completed online. On the basis of the API format the staff was evaluated on the basis of teaching activities, evaluation work, student's feedback etc. The detailed findings of the feedback has been given on the college website, the link of which is provided in the link given below

File Description	Documents
Paste link for additional information	http://rkmvshimla.edu.in/images/uploads/Student%20Feedback%20Form%20Analysis%202021.pdf
Upload any additional information	No File Uploaded

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	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

Various measures were initiated by the college for the promotion of gender equity and sensitization in curricular and co-curricular activities which facilitates women empowerment. International Women Day was celebrated on 27th March 2016. A total 256 girls participated in this event. Women contributions in different field at international level were remembered. A self-defense program on 28th April 2016 was organized in which 550 girls participated. International women day was celebrated on 28th Feb. 2017. The function was organized by HP state women commission through women cell at RKMV. For spreading awareness regarding women empowerment, various competitions were organized such as rangoli competition was organized. Girls participated in mehendi competition, poster making etc. during 2nd March to 8th March 2018. A lecture on eve teasing was also delivered by SHO Mahila Thana , New Shimla on 28th March 2018 . SHO appraised the girls about the laws and organizations which control the eve teasing and punish the person involved in the same. A total 350 girls were present in this program. An eminent lawyer of Shimla, Sheetal Vyas delivered lecture on domestic violence and sexual harassment. Nearly 400 girls participated in this program. She appraised the students about different laws and fundamental rights related to women safety. A play on save girl child was staged on 12th April 2018 and 355 girls took part. The frequency of female foeticide in India is increasing day by day. Students have been educated through the play about the government act to curve female foeticide. Awareness on women safety was conducted

and (GUDIA) helpline number was shared among girls on 21st Feb 2019 and around 550 students took part. Students are told to call at these numbers at the time of crisis or at any safety issues. The students were told about the (SHAKTI MOBILE APP) which was launched for women safety in HP. The mobile APP and the helpline part of state initiative to fight crime against women. Self-defense skills were demonstrated by Chhoti Guru Maa (Nirvana Naturopathy Nasik) in one day workshop on dated 26th Nov 2019. In this workshop students were informed about the ego defense mechanism to protect the mind\self-ego from anxiety. Around 400 girls learnt self-defense skills. A lecture was delivered by Dr. Laxmi Sindhu (Professor in sociology) on challenges of women safety and gender issues. A power walk was organized by HP state commission for women and National commission for women on 1st March 2020. It started at 8:00 pm and all the ladies staff and 100 hostel girls participated in around 1 kilometer power walk on ridge to ensure the women safety. International women's day was celebrated on 8th March 2020 at college. A lecture was delivered on women's empowerment and a cultural programme was also organized. On 8th March 2021, International women's day was celebrated by organizing a webinar and a workshop on 'internal committee of women's cell' in collaboration with National Women commission (NWC) by student and staff of RKMV at Himachal Pradesh University.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Solid waste management

In order to reduce waste in the college, waste management practices have been effectively adopted by the students and staff members. This includes the collection, transportation, treatment and disposal of waste along with regular monitoring and regulation of the waste management process. The college campus has three types of dustbins kept at various places. Green coloured dustbins are for biodegradable waste, yellow ones for non-biodegradable waste and blue ones for e-waste. The college generates approximately 10 kg of solid waste every day. The college has employed six sweepers who help in keeping the campus clean and in disposing of the garbage.

A garbage collection vehicle from Municipal Corporation Shimla, collects two types of waste from the college every day i.e. degradable and non degradable. This is done under the door to door garbage collection scheme of the Corporation.

Compost pits have been dug in the college and outside the hostel. Biodegradable waste is dumped in these pits and manure which is produced is used for gardening purposes. The scientific disposal of biodegradable waste helps in keeping the college clean.

The college also has sanitary wending machines and insinuator to destroy sanitary pads. These machines are installed in the college and hostel washrooms.

Liquid waste management

Liquid waste is created mainly by the departments of chemistry, botany, zoology and home science. The used chemicals are diluted and flushed down the drain which is connected to the main sewage pipe. The concerned departments take appropriate safety measures while disposing the liquid waste, as per regular procedure and

guidelines.

E-waste management

Hardly any e-waste is generated in the college at present. If required in the future, it will be disposed in accordance with the norms set by the Govt. In the physics department a small amount of electronic waste is generated which is disposed off from time to time through open auction. Before the auction, notices are posted at various public places. This is a source of income for college as institutions who want to reuse this waste can purchase it.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic

A. Any 4 or All of the above

5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
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	No File Uploaded
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	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
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).

Diversity is an inclusive part of growth and development at RKMV. This is given expression through various activities and on different platforms through inter and intra-state participation. Students from various religious, ethnic groups, urban and rural backgrounds and from all strata of society get admission in RKMV without any discrimination. Special care is taken to ensure that students are made aware of these groups. In the academic area various workshops and seminars are conducted on contemporary issues, highlighting an amalgamation of diversity through inclusiveness. The population of Himachal Pradesh includes many ethnic, religious and tribal groups. Students from all these take admission in RKMV. Faculty and non-teaching staff too are from all these regions. Therefore the atmosphere is one of harmony, accepting one and another and appreciating them and their culture. Everyone gets an equal opportunity to showcase their talents. Cultural events are organized in the college, which are representative of the varied cultures, languages and dialects to where these students belong. Students from neighboring states such as Punjab, Haryana and Uttrakhand mingle with the students of local population and enlighten one and another about their respective cultures and traditions. Various national and religious days are observed in which students participate enthusiastically. To give importance to the regional language a special section in the college magazine has been included representing the Pahari language, wherein students and staff contribute by way of articles and poems. Girls participate in local dance called Natti and dances from other states like Gidda from Punjab, Kalbalia from Rajasthan, Bihu from Assam, Kathak and other dances. Students also participate in Himachal Pradesh

University Youth Festival, in a spectrum of activities, such as folk dance, classical dance, vocal and instrumental singing, debates and declamation, one act plays, painting, poster and collage making, to name a few. These kaleidoscopic cultural activities have a tremendous positive rub-off on the attitude and understanding of students. It not only promotes a lucid understanding of our rich cultural heritage but also imbibes acceptance and appreciation of cultures and customs beyond one's own area of living. The net result and influence leads to a heightened sense of tolerance of societal issues, a harmonious environment and a sense of unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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

Efforts are made by the institution to sensitize the students and employees to our constitution obligations with respect to rights, duties and responsibilities as citizens. Declamations and sensitization programs regarding rights, duties and responsibilities are organized on 29/10/2015. A declamation on "Transparency in Governance" was organized by deptt. Of political science, in which 20 speakers shed light on the above mentioned topic. More than 100 girls heard the declamation. The speakers emphasized that Transparency in Governance means, the official decisions and important roles and regulations are in the public domain. Transparency and openness in Govt. information has certain benefits for citizens and govt. such as increasing accountability, developing trust and credibility and reducing corruption. Transparency leads to clean and efficient governance. If any govt. institution is not functioning properly, Public can resort to public interest litigation. The role of RTI was also stressed by the students. On 9/10/2017 a lecture was delivered by Dr. Sonia Thakur, Joint chief election commissioner, HP Voter Education program for students on importance of democracy and the right to vote. Miss Muskan Negi, youth icon state election commission (ex student) addressed the meeting. Muskaan stressed on the fact that a high percentage of voting means more active participation in democracy, govt. formation and decision making.

She motivated the students to be active participant and help in electing the right leader to bring the desired change in the state. 175 students participated in audience. Sh.Santosh Thakur, Center supervisor officer Election commission HP. Delivered a lecture on importance of voting. The event was organized by Electoral Literacy club. Students were made aware of importance of voting in the Electoral process and also educated about the use of EVMs in the coming elections. 278 students participated in the programme. A Lecture on misuse of social media during election and cyber crime was delivered by Inspector from the police department on 28/07/2018. He brought out the fact how social media can be misused during an election campaign. This was really an educative lecture for the students. 300 students participated in this programme. Quiz on Fundamental rights and duties organized by political science deptt on 05/09/2018. 8 teams participated in the quiz which educated the audience regarding various fundamental duties. 2 students participated in inter-college youth festival, debate held in GC Kotshera. 45 students from our college also heard the debate from the audience. The topic for the debate was "One Nation One Election". The concept of "One Nation One Election" is a humungous task because it is difficult to organize and conduct election simultaneously throughout the country. The various drawbacks associated with multiple election held at different time are many like political manipulation, opportunity politics, power politics and huge cost to the exchequer. All these will be eliminated by following the concept of "One Nation One Election". Electoral Literacy club RKMV Shimla organized declamation contest on Public opinion and voter on 30/8/2019. 20 students participated in declamation contest. 60 girls attended declamation from our college. Dr. Radha Raman Shastri, ex vidhaan Sabha speaker education minister delivered a lecture on importance of voting in democracy. Electoral literacy club organized this event.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

A. All of the above

**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	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Van Mahotsav week was celebrated from 24th July to 30th July 2020 by planting 50 plus trees in and around Shimla by the students.

On 28th February 2021 , Science Day was celebrated in the college and a lecture was delivered by Dr. Anil Thakur Associate Professor (Botany) on importance of medicinal plants and tress in which 60 students from the Bharat Scout and guide participated.

On 8th March 2021, International women's day was celebrated by organizing a webinar and a workshop on 'internal committee of women's cell' in collaboration with National Women commission (NWC) by student and staff of RKMV at Himachal Pradesh University.

The college celebrates national festivals, national days and national memorial events with vigor and zeal which inculcates moral and cultural values in the students and also helps them develop into complete personalities who are motivated and driven towards shaping a better society, deriving inspiration from

national leaders like Mahatma Gandhi, C. V. Raman, Rabindernath Tagore, S. R. Rangnathan, Radhakrishnan etc. National Festivals like Independence Day, Kargil Diwas, Republic Day, are celebrated in the college, This helps in the development of national and patriotic spirit, and a sense of reverence towards those who always stood up for the integrity and safety of our nation. Just as a clean body houses a healthy mind, similarly clean surroundings lead to a clean society. Swachta abhiyan carried out by the students marking the birth anniversary of Mahatma Gandhi, helps them learn about the importance of cleanliness and also giving back to society a healthy and a clean environment.

Every year the institution celebrates festivals such as holi, ramnavmi, diwali, Teachers day, science day, mathematics day, independence day, education day, womens day, hindi diwas and library day. The faculty of science celebrates 28th February as science day in honor of Nobel laureate Dr. C. V. Raman. NCC cadets celebrate 15th April as Himachal day and 15th August as Independence day. NSS unit celebrates 20th August as sadhbhavna diwas to mark the birthday of Rajiv Gandhi. The college SCA celebrates 5th September as Teachers day to mark the birthday of Dr. S. Radhakrishnan. Mahatma Gandhi's birthday on 2nd oct. is celebrated each year as Swachhta Diwas as an initiative of Swachhta Abhiyaan promoted by the Govt. of India since 2014. In addition to all these certain awareness drives are also undertaken, like the AIDS Awareness Day.

Observing all these land mark festivals, memorial days and cultural occasions, is in itself a great education for the students and fosters a sense of belonging and identity, unique to each event. The enthusiasm generated in observance of these occasions is laudable and goes a long way in generating a sense of bonding among all.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
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.

Title of the Practice: To inculcate human values among students

Objectives

The college has been continuously transforming the lives of thousands of girls every year. Students are encouraged to inculcate the human values of caring, sharing and developing empathy towards the needy and the under privileged. They are taught that by helping others we are making this world a better place to live in. As these students grow up, they will realise that they have two hands - one for helping themselves and one for helping others. The objective here is to teach the girls that helping others without expecting anything in return is what true self worth is about. It is through participation in such activities, which contribute to society, that students realize their complete potential and their energy is channelised towards contributing something useful to society. As is rightly said "values are caught and not taught", hence the faculty members serve as the role models.

The Context

The students studying in RKMV, although not all coming from very sound financial backgrounds, have a zeal to contribute to society in whatever small way they can, in quantity and quality. They apprise their parents regarding the community work done in the college through various activities. In the process parents are also educated regarding these activities in the college and they in their own way motivate and encourage their wards to take a more active part. This process has a positive effect on students such as helping them to develop skills, making contacts and allowing them to improve the quality of life of others. We at RKMV feel that students who give back to society perform better in life.

The Practice

To inculcate human values among students the concept of contribution to society is encouraged at RKMV. Students here are taught that social work can be done with minimum or no expenditure at all. It is motivation that is required to contribute to society. In this college we have established a "Cloth Bank" named "Mend a Heart" which is located at a central

place where students and teachers can place their old usable clothes. When the box is full these clothes are distributed among the under privileged. The gratification expressed by the recipients is a motivator for this noble activity. The students also distribute these clothes through the Red Cross and Rotary Clubs, to the poorer patients and their attendants at the State Hospital (IGMC). These activities make the students realise the hardships of the poor and less fortunate and infuses a sense of empathy for fellow humans. We also have a "Roti Bank" functional in our college in collaboration with an NGO "Almighty Blessings", which serves langar to patients and their attendants at cancer hospital, IGMC Shimla and Kamla Nehru Hospital for Women. The students and staff of RKMV contribute rotis to this NGO, which are served in the evening at both the hospitals. Alumni association of RKMV has also organised "Langar" at the cancer hospital. Students also help in serving the patients and their attendants during the langar. This practice helps in imbuing in the students the value of dignity of labour. Students realise that service to the needy is service to God.

Evidence of Success

The evidence of success lies in the fact that requests for more clothes and more rotis pour in continuously. The number of volunteers is also increasing rapidly. More and more students want to be part of these activities. The students are involved in both collection and distribution which gives them a great sense of gratification.

Problems Encountered and Resources Required

At the very outset the students had to be motivated for these activities, which was done through interactions at various levels such as general announcements, group discussions and face to face conversations. The resources required were affordable and easily available. Since the activities were voluntary there was no coercion involved.

Best Practice -II

Title: Healthy mind in healthy body

Objective:

Our institution believes that a healthy body and a healthy mind are both essential for the holistic development of society.

Keeping this in mind a particular medical theme is chosen every year and practically applied. Of late people have become aware and concerned about their health and seek information regarding good health and ability to cope with ill health and malnutrition. Objective of this practice is to develop personalities which are both physically and mentally sound, which will encourage them to pursue their goals effectively. This practice also leads to the development of personalities capable of being successful both at the work place and also in the running of homes. When health is assured students work to the best of their ability and their efficiency increases. Good health also ensures that these students can deal with stress effectively and competently.

The Practice

The Institution organizes health awareness lectures and health check up camps from time to time. In 2015 awareness lectures regarding breast feeding and personal hygiene were conducted by team of doctors from department of community medicine, Indira Gandhi Medical College Shimla. General health check up was conducted and gynecological problems were also discussed. A team of doctors from Zonal Hospital conducted general health check up for the girls. Again in the same year a health awareness camp was conducted in collaboration with NGO "UMANG" for the visually impaired. In this camp about 300 girls participated. The following year a team of doctors from Indira Gandhi Medical College Shimla conducted a camp relating to gastroenterological problems. Health checkup of about 200 girls was done relating to digestive problems. Eye Check up camp was also conducted by a team of ophthalmologists. Eye sight was tested and the girls made aware of how to take care of their eyes. Advance eye checkup at Indira Gandhi Medical College Shimla was recommended for few girls. AIDS awareness lectures were also organized.

Continuing the process, in 2017 girls were tested for hemoglobin count and made aware of the problems relating to the deficiency of iron. Menstrual problems were also discussed. Overcoming old taboos talks were arranged regarding the menstrual cycle in women and menstrual hygiene. Keeping this in mind the institution has a sanitary towel dispensing machine and also an incinerator for the disposing of the sanitary pads. This ready availability of sanitary pads has instilled a sense of confidence in our girls. Further, in 2018 health awareness regarding life style diseases, particularly diabetes and stress related problems, was discussed. Cancer awareness camp especially for breast and cervix cancer was also organized. In 2019 a team of doctors sent by the CMO Shimla,

examined the Hb level, sugar level and oxygen level of students. In March 2020 a health check-up camp was organized to make the staff and students aware about Covid-19, its symptoms and preventive actions to be taken.

CONTEXT

The college endeavors to make girls realize that their health is as important as their male counterparts. This has helped in correcting the long standing misconception that only the health of the bread winner, who invariably is a male, is important. The girls have also been made well aware that household work requires as much or even more energy than other professions. Effort is made to make girls realize that in order to be effective workers, good health is paramount. Keeping this in mind the institution organizes health camps, lectures and workshops at regular intervals.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

No Cultural / sports calender was issued by Himachal Pradesh University due to COVID-2019 therefore, no such activities could be organised by the College. Apurva Sharma, student of B.Sc. III Year from the department of Physics, topped in the state in NGPE (National Graduate Physics Examination) organized by Indian Association of Physics Teachers and was given a certificate of the merit.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Keeping in consideration the pandemic situation, the college plans to conduct offline and online classes smoothly as per the guidelines issued by the Department of health and Government of Himachal Pradesh.
- Plans to devise effective methods and tools to resolve students' problems related to online dissemination of knowledge and learning.
- Plans to improve and strengthen the feedback system.
- Plans to sign MoUs with Government departments and institutions.
- Plans to publish the College Magazine for the session 2021-22.
- Plans to resume all the sports and cultural activities in the College.
- Plans to get the newly constructed B-Block inaugurated.
- IQAC plans to motivate the teachers to upgrade their skills through various online courses.