



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		Rajkiya Kanya Mahavidyalaya
• Name of the Head of the institution		Dr. Ruchi Ramesh
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		01772807959
• Mobile No:		9418455111
• 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		
• Affiliated / Constitution Colleges		Affiliated
• 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. Anil Kumar Thakur				
• Phone No.	01772807959				
• Alternate phone No.					
• Mobile	7018499203				
• IQAC e-mail address	rkmvqiqac@gmail.com				
• Alternate e-mail address	anilthakur2001@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://rkmvshimla.edu.in/images/uploads/2020-21%20AQAR.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rkmvshimla.edu.in/pdf/ActivityCalender21-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	80.55	2003	16/09/2003	15/09/2008
Cycle 2	B+	2.66	2023	21/03/2023	20/03/2028
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	
NA	NA	NA	NA	NA	
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	4	
<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)		
- Prepared SSR for NAAC accreditation. - Modalities were finalized for the signing of MoU with JP University, Solan		
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	
Academic calendrer was prepared through consultation ith different stakeholders.w	It was effectively implemented.	
13.Whether the AQAR was placed before statutory body?	No	
<ul style="list-style-type: none"> Name of the statutory body 		
Name	Date of meeting(s)	
Nil	Nil	
14.Whether institutional data submitted to AISHE		

Year	Date of Submission
2021-2022	30/12/2022

15. Multidisciplinary / interdisciplinary

The institution has a number of generic courses available to its students to choose from. In addition to the generic courses, there are also many Compulsory Courses to choose from. Both these types of courses offer a lot of flexibility and choice, thus contributing towards making it a holistic multidisciplinary institution. Apart from Engineering, the institution has all the other three aspects Science, Technology and Mathematics of STEM. The Humanities and the Sciences remain integrated through many optional courses that are chosen by choice across disciplines. Environmental Studies (EVS) is taught to all the classes. As far as community engagement is concerned, National Service Scheme (NSS) projects are carried out in nearby communities. The students rendering service through NSS projects are entitled to two percent marks which are added to their overall score to help them in admissions to Post Graduate courses. Since the institution is affiliated to Himachal Pradesh University, therefore, it does not enjoy any autonomy in terms of determination of curriculum. Since the institution offers only undergraduate courses, therefore research is not carried out as part of curriculum. However, members of the faculty carry out various research projects as per the guidelines of the UGC. Such promotion of a multidisciplinary and interdisciplinary approach is carried out as per the instructions from the Himachal Pradesh University.

16. Academic bank of credits (ABC):

Since the institution is not autonomous, Academic Bank of Credits (ABC) falls outside the purview of its powers.

17. Skill development:

Since the institution is affiliated to the Himachal Pradesh University, therefore, it has no autonomy over its curriculum. However, the college puts in efforts to strengthen its education and training in order to make the students employable according to the demands of the industry. Skill Enhancement Courses ((SEC) are a part of almost every discipline in the college. Some departments and their skill based courses are listed below: Department of Geography: Three courses 1. Remote Sensing 2. Geographic Information System (GIS) 3. Field Survey Technique Department of Botany 1. Biofertilizer Technology 2. Gardening and Floriculture 3. Mushroom Cultivation Technology 4. Medicinal Botany and Ethnobotany Department of Painting: Two courses 1. Head Study 2. Nature Study

Dozens of these courses aim at sharpening the skills of students in their field of study. 1. Vocational Program being offered by the college: B. Voc. in Retail Management Self Financed courses: 1. BCA 2. PGDCA 3. BSc – Biotechnology 4. BSc – Micro Biology Add On course – Banking, Finance and Insurance

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

Designing a credit structure, conducting ODL and learning through Distance Mode are not within the powers of the institution since it does not enjoy autonomy as far as curriculum is concerned. Classroom lectures are delivered in bilingual mode, keeping in mind the requirements and the linguistic abilities of the students. Most of the courses (barring the Sciences) are being taught both Hindi and English. Their texts, classroom teaching and examinations are conducted in both the languages. 1. Sanskrit is offered as Major subject. Also, Sanskrit is offered as a compulsory course to all the students of Arts and Commerce. Apart from studying the theory, great emphasis is laid on teaching it as a language that is functional and useful in the present day through assignments, viva and communication lessons. 2. The institution boasts of a tribal hostel for girls. The boarders participate in various cultural programs, awareness drives and other campaigns regarding not just about values and ethos of the tribal societies but also about the current issues of the society. 3. The institution has an iconic Department of Painting, Department of Music and Department of Dance. In addition to the above, the college is also the centre of evening studies of Bhatkhande Sangeet Vidyapeeth of Lucknow University for Music (Vocal and Instrumental), and Dance. All of these have contributed enormously towards promotion of Indian culture and arts not just among the students but also the youngsters and the elderly.

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

The institution has always emphasized on education and training that is result oriented and based on outcome in terms of not just results and performance but also the choice of careers. The outcome of the efforts of the members of the staff and the students of the institution is reflected not just in terms of academic results but also in the admissions at postgraduate level and other competitive exams. The Career Counseling Cell of the college ensures that the approach of teaching and training in the institution is outcome based in its approach.

20.Distance education/online education:

The institution does not have the power to initiate Distance

Learning as it is not autonomous.

Extended Profile

1.Programme

1.1	461
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3819
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	844
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1334
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	72
Number of full time teachers during the year	

File Description	Documents
Data Template	View File
3.2	72
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	25
Total number of Classrooms and Seminar halls	
4.2	555.23299
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	199
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	
<p>Rajkiya Kanya Mahavidyalaya, Shimla is affiliated to Himachal Pradesh University and follows the curriculum set by the University. The institution offers choice-based credit system (CBCS) as recommended by the University Grants Commission (UGC), adopted and implemented by the Himachal Pradesh University. To ensure effective curriculum delivery the following methods are followed:</p> <ul style="list-style-type: none"> The institution strictly adheres to the academic calendar issued by Himachal Pradesh University. Also, at the beginning of each academic session college publishes its own academic calendar in the college prospectus. In this academic calendar all information about the tentative date of activities, days, term end examinations and vacations etc. is provided to the students. 	

- At the start of the academic session, academic activities are streamlined with a well-planned timetable, distribution of courses/workload and formulation of departmental academic activity calendar.
- Effective curriculum delivery is ensured by strict implementation of time table. The time table is framed in such a manner that the learning process of the student becomes an effective one. Various methods such as assignments, projects, power point presentation, quiz, debates, group discussions, class tests and minor exams etc., are adopted by teachers to continuously assess the student's progress throughout the session. Progress in curriculum delivery is monitored regularly by the Principal through frequent staff meetings.
- The effectiveness of curriculum delivery is evaluated and ensured by taking student's feedback on various parameters of teaching - learning process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://rkmvshimla.edu.in/about/calendar/

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, RKMV strictly follows the academic calendar issued by the Himachal Pradesh University for teaching, examinations, vacations and other academic, sports and cultural activities. The IQAC is responsible for monitoring and effective implementation of the curriculum. At the beginning of academic session, all the HODs of the departments through proper discussion/meetings with the faculty members distribute the workload of their respective departments and also prepare the academic calendar of their respective departments for the activities to be organized by them throughout the session. For the effective curriculum delivery the time table/schedule is effectively framed and strictly followed. 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. The learning outcome of students are continuously and comprehensively evaluated and assessed by the components such as Mid-Term tests, Class Tests, Assignments, Projects, Presentations and seminars etc. conducted by all the departments. The students are awarded internal assessment on

the basis of attendance (5 marks), Assignments/Projects/Presentations/seminars (10 marks), Minor/Mid term test (10 marks) and class test(5 marks). The students are informed and acquainted with the process and parameters of Continuous Internal Evaluation at the very outset of the Academic session through the induction- cum- orientation Programme and class room counselling sessions. The Internal Assessment records are shared with students and the grievances if any, are addressed before uploading them on the university portal.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://rkmvshimla.edu.in/about/calendar/

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	View File

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

35

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

1

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

30

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

30

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 and followed by our Institution integrates cross-cutting issues relevant to

gender, human values, environment and sustainability leading to a strong value-based holistic development of students. Various courses related to environment and sustainability are integral part of the syllabi of many disciplines. Course "Environment Science" is mandatory for students of all streams; Courses "Renewable Energy and Energy Harvesting"; "Environmental Economics" "Environmental Geography" and "Sustainable Development" "Environmental Issues in India" "Applied Bio-Ethics" Human Rights, Gender and Environment", "Sociology of Environment." are offered by the departments of Physics, Economics, Geography, History, Philosophy, Political Science and Sociology respectively. Eco Club and Energy Club are actively contributing in awareness raising and encouraging students to participate in activities related to environment and sustainability. The gender issues are effectively included in the curriculum followed by the various departments (courses "Women in Indian History", "Human Rights, Gender and Environment", "Gender and Sexuality", "Applied Bio-Ethics" are some examples). Professional Ethics and human values are inculcated through various extension and outreach programmes and activities. NSS, NCC, Rover and Rangers, Clubs and Societies are actively participating in activities related to community services and social welfares.

File Description	Documents
Any additional information	View File
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

02

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	View File
MoU's with relevant organizations for these courses, if any	View File
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

63

File Description	Documents
Any additional information	View File
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

A. All 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)	View File
Any additional information(Upload)	View File

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
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://rkmvshimla.edu.in/igac/feedback/

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

4200

File Description	Documents
Any additional information	View File
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

844

File Description	Documents
Any additional information	View File
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

RKMV being affiliated to HPU strictly adhere to the of assessment and evaluation mechanism set by HPU to assess the learning levels of students. Mid-term Examinations, Class tests, Quiz, Assignments,

Seminars, PowerPoint Presentation and Interactive Sessions are conducted as per the guidelines of HPU. On the basis of students' performance in class room activities and also in the minor tests and presentations their level of comprehension and retention is identified by the concerned teachers. Once having identified the advanced learners and slow learners, various strategies are adopted to upgrade their learning levels.

For Advanced Learner

- Additional study materials such as good reference books, journals and magazines , good online study material are suggested to them
- By identifying their field of interest and expertise they are motivated to participate in various regional, state and national level competitions.
- Depending upon their interest efforts are made to ensure their active participation in extra co-curricular, extension and departmental activities.
- Special counseling sessions and coaching sessions are organized to guide them about the various Career options available.

For Slow Learners

- Regular tutorials and Remedial classes are held to help these students overcome their weaknesses.
- The teacher concerned tries to make the topic simpler and easily comprehensible for them.
- Online study material is also provided to them.
- They are encouraged to participate in various extracurricular, extension , sports and cultural activities depending upon their interest.

File Description	Documents
Link for additional Information	https://rkmvshimla.edu.in/e-learning/
Upload any additional information	View File

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

Number of Students	Number of Teachers
3819	72

File Description	Documents
Any additional information	View File

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

The institution follows various student-centric methods to enhance their learning experiences and also to achieve the desired learning outcomes.

- The institution has well equipped laboratories, smart class rooms, gymnasium etc. to provide students a conducive environment to learn through demonstrations and experimentations. Add-on , self- financing , B. Voc Courses also expose students to experiential learning as projects, seminars and Industrial visits are integral components of their curriculum. Besides exposure to classroom learning, students are also exposed to outdoor experiential learning. Educational tours, field trips, institutional trainings, Nature Walks,exhibitions, interactive sessions with eminent personalities from the fields of Academics, sports, culture etc are organized from time to time. The volunteers of NSS, NCC, Rovers & Rangers, Road safety Club, Eco Club, Energy Club, Red Ribbon Club, Rotract Club are entrusted with various social duties, thereby making them more sensitive and responsible towards society and nation.
- In classroom teaching, the conventional lecture method is augmented by making it more participative through discussions and interactive sessions. The topic is made more comprehensible by giving illustrations from daily life and by relating it to the current issues. Students are encouraged to participate in various academic, extracurricular, extension activities organized by the departments, subject societies andclubsthroughout the academic session.
- Group discussions, Quizzes, seminars, assignments, class tests, presentations, projects etc are the problem solving methods used to enhance the learning potentials of our students. Diverse teaching methods are used for slow learners and advanced learners.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://rkmvshimla.edu.in/about/infrastructure/

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

To optimize the learning experiences of students and to make teaching process more engaging and effective RKMV augments conventional class room teaching with ICT enabled teaching.

- An environment of digital teaching and learning is provided by the institution to its faculty and students. The college has Wi-Fi enabled departments, 13 smart class rooms and a Video conferencing room. To facilitate ICT enabled teaching college is well equipped with IT Lab, BCA Lab, Language Lab, E-Commerce Lab. In total the college has 199 computer Systems for students and staff. The college also has three portable K-YAN's, and three ICT enabled Labs.
- The college library is partially automated with SOUL 2.0, that facilitates students and faculty in having access to the best e-books, e-journals etc. The library has six computer Systems, one LED and one server to aid the students and the staff. Staff and students are registered on N-List (INFLIBNET). The students can also access e-recourses through their membership on N-List. To facilitate visually impaired students to access and interact with window operating system the library has downloaded the screen reader NVDA (Non Visual Desktop Access).
- Our faculty members make maximum use of Online teaching platforms viz. Google Class Room, Google Meet, WEBEX, ZOOM to disseminate lectures, presentations, group discussions, etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://rkmvshimla.edu.in/facilities/ict/

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**

58

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

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

62

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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**

39

File Description	Documents
Any additional information	View File
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**

15

File Description	Documents
Any additional information	View File
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.

RKMV being a constituent college of HPU is bound by the university rules regarding Internal Assessment. The evaluation mechanism is comprised of two components 1) Continuous Comprehensive Assessment of 30 % 2) Final Examination of 70 %. The breakup of Internal Assessment as per the norms of HPU is as follows:

- 10 % is based on the students' performance in the Mid-term Examination conducted by the House Examination Committee of the college and 5 % is based on the Students' performance in the class tests.
- 10 % for Assignments, Projects, Presentations and Seminars
- 5% for Attendance. Attendance % slab as per the norms of HPU is followed

Students are briefed with Internal Assessment and Evaluation Mechanism at the very outset to enhance transparency and to make them well aware of the mechanism adopted for evaluation. After evaluation the answer scripts of house examinations are shown to the students. The final internal assessment is uploaded by the teachers on the university website in accordance with the guidelines of Himachal Pradesh University. Thus, the whole process is objective and devoid of any bias on the part of the teacher and the institution.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

RKMV follows a transparent mechanism to deal with internal examination related grievances. The Internal Examination is conducted by the college and the final examination is conducted by HPU. Internal examination includes Minor Test, Class test, Assignments, Seminars, etc.

- Examination committee is constituted to conduct the internal examination in an organized and transparent manner. Issues related to the conduct of internal examinations are addressed by the examination committee and the Grievances related to internal examination are redressed to the concerned teacher.
- The queries related to internal assessment are received by the teachers and resolved immediately. In case of any grievances regarding assessment, student is free to contact the concerned teacher and get it resolved. The unresolved grievances, if any are referred to the Principal for further action.

File Description	Documents
Any additional information	View File
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.

Teachers and students are well acquainted with the stated Programme and course outcomes of the Programmes offered by the institute at the very outset of the Academic Session through the college website and prospectus. Being the constituent college of HPU, the Program Outcomes (PO) and Course Outcomes for all courses are designed by the university itself, which includes the course structure, desirable learning outcomes and assessment and evaluation methodology. Students are made aware about PO & CO in the Induction-

cum orientation session (Principal's Address) organized at the beginning of academic session and by the teachers in their respective class rooms. The syllabus of each programme provides clear information about core courses, generic elective courses, fundamental courses, discipline-specific courses and also the learning outcomes of different programmes. The syllabus also provides information about the scheme of instruction and evaluation.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rkmyshimla.edu.in/courseoutcome/
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution regularly evaluates the performance of students through various methods. For measuring the attainment of programme outcome, programme specific outcome and course outcomes the following methods are used :

- a) At the very beginning of the academic session the students are made aware of the stated programmes and their course outcomes.
- b) There is a continuous informal interaction with recently passed out students where the details regarding their career opportunities are discussed and communicated to the them and suggestions are invited from them to improve the ways of obtaining PO.
- d) The institution follows Direct Assessment method to evaluate students. Direct Assessment includes :Assignment 10%: Mid-term examination and class tests 10%+5%: End-term examination 70%: Final year examination comprising of entire syllabus is the measure for assessing the entire course outcome.
- d) Institution also has an Indirect Assessment mechanism to evaluate the overall progress of students :
 - 1) Students' Feedback is taken to assess teaching performance of faculty members. The feedback is analysed by Internal Quality Assurance Cell (IQAC) and shared with faculty members. The Principal discusses the performance with the faculty as per the performance indicators.

2) Course Assessment is done department wise check and evaluate attainment level of the course and the progress made by the students.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://rkmvshimla.edu.in/programme-outcome/

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

1082

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://rkmvshimla.edu.in/images/uploads/Annual%20Report%202021-22.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://rkmvshimla.edu.in/images/uploads/Feedback%202021-22.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	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
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

1

File Description	Documents
Report of the event	View File
Any additional information	View File
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**

14

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

9

File Description	Documents
Any additional information	View File
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. RKMV encourages its Differently Abled students to excel in all fields.

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/about/extractivities/
Upload any additional information	View File

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

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

24

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

3855

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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 environment and design is a significant indicator of a students' academic progress. It helps significantly in improving the teaching- learning outcomes. It is with this regard that RKMV has equipped its classrooms with updated technology. The entire campus is wi-fi enabled. There are 13 smart classrooms, projectors, K-Yans, LCDs, smart boards and multi-media facility for the benefit of students and staff of the college. There are 60 computers systems in the Science block, 38 in the Arts block and 90 in the BCA and IT labs and Hostels. Keeping in mind the current and upcoming trends based on the needs of the students, the institution has effectively upgraded the IT facilities from time to time. The college has 199 computers, 03 computer labs/centers, 03 browsing centers, 06 offices and 09 departments all well equipped with best of IT facilities. The college also provides Wi-Fi facility in the campus with bandwidth ranging from 50 to 200Mbps at different nodes. The Library is also equipped with computer systems and internet connectivity. The new blocks added to the college infrastructure have smart class rooms (digital boards and projectors). The Institution maintains and upgrades the IT hardware systems including all computers, printers, projectors, K-Yans, etc. These are upgraded from time to time with latest technologies and software.

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

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

RKMV provides a conducive environment for cultural and sports activities etc. The college is a perfect example of harmony amongst different cultures and communities as girls from different regions seek admission in our college and they get a chance to mingle with each other and in turn all learn and appreciate the diversity of each other. A dedicated dance and music department and evening college [hobby classes] are effectively functioning. To encourage creative talent of the students the college provides a Fine Arts studio and exhibitions of paintings and other art forms of our students are organized from time to time.

The institution has a fully-equipped and advanced gymnasium. The Physical Education department also provides our students with almost all the modern facilities for all indoor and outdoor games. The college is not only producing talent for the state but also the country as our sportspersons have made a name at the national level also. Sports activities which are not possible to be conducted in the college campus are arranged for in the Youth Complex or the police Ground close by. Yoga sessions are regularly conducted in both the hostels.

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

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

13

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rkmvshimla.edu.in/facilities/ict/
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

368.12

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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	https://rkmvshimla.edu.in/facilities/library/

4.2.2 - The institution has subscription for the

A. Any 4 or more of the above

following e-resources e-journals e-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)	View File

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)

0.1375

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

69

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Classroom environment and design is a significant indicator of a

students' academic progress. It helps significantly in improving the teaching- learning outcomes. It is with this regard that RKMV has equipped its classrooms with updated technology. The entire campus is wi-fi enabled. There are 10 smartclassrooms, provision of projectors, K-Yans, LCDs, smart boards and multi- media facility for the benefit of students and staff of the college. There are 60 computers systems in the Science block, 38 in the Arts block and 90 in the BCA and IT labs and Hostels. Keeping in mind the current and upcoming trends based on the needs of the students, the institution has effectively upgraded the IT facilities from time to time. The college has 199 computers, 03 computer labs/centers, 03 browsing centers, 06 offices and 09 departments all well equipped with best of IT facilities. The college also provides Wi-Fi facility in the campus with bandwidth ranging from 50 to 200 Mbps at different nodes. The Library is also equipped with computer systems along with printing and photocopying facility and internet connectivity. The new blocks added to the college infrastructure have smart class rooms (digital boards and projectors). The Institution maintains and upgrades the IT hardware systems including all computers, printers, projectors, K-Yans, etc. These are upgraded from time to time with latest technologies and software.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://rkmvshimla.edu.in/facilities/library/

4.3.2 - Number of Computers

199

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	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

18.12 lakhs

File Description	Documents
Upload any additional information	View File
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.

The cleanliness and upkeep of the classrooms is high on priority. Smart classrooms are maintained with outsourced professional help. Dustbins are easily made available for garbage disposal. Hostel Wardens and the Hostel Committee monitor the upkeep of the hostels. Computer and IT facilities are maintained and upgraded with outsourced professional help. The laboratory equipments, specimens, chemicals etc. are purchased by respective departments on the approval of the Principal. Laboratory Assistants supervise practical work and check and maintain laboratory equipment.

Canteen is monitored and maintained by the Canteen Committee. Girls Common Room and washrooms are maintained by the college administration and respective committees. Library maintenance is carried out under the supervision of the Library Committee. Purchase and Auction of books is held regularly.

A Sports Committee is constituted to monitor the various sports teams. The Sports Fund collected from students and Amalgamated Fund, along with other grants is gainfully utilized to provide upgraded sports facilities for students. Consumable items are written off from time to time whereas obsolete/ 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://himachal.nic.in/WriteReadData/finance/regulations/2009hpfr-eng.pdf

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

166

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

3678

File Description	Documents
Upload any additional information	View File
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	https://rkmvshimla.edu.in/studentscorner/cbase/
Any additional information	View File
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	0
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	0
File Description	Documents
Any additional information	View File
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	A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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	View File

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

133

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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	View File
Any additional information	View File

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.

32

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
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 (CSCA) 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	https://rkmvshimla.edu.in/studentscorner/csc a/
Upload any additional information	View File

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

8

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Old RKMVian Association is a registered body which came into existence in the year 2007. On 17th October 2007, the first Alumni function was held to celebrate the inception of the Alumnae Association. This day is celebrated as the Founders' Day. The Old RKMVian Association is a well structured body and is composed of the Patron, the elected members and the executive body of the nominated members. The President, the Vice- President, the General Secretary, the Joint Secretary, the Treasurer, the Press Secretary form the elected body and at present Dr. Ruchi Ramesh , the Principal is the Patron, Dr Meera Singh is the President, Dr. Anupama Garg is the Vice- President, Major Dr. Luxmi is The General Secretary, Kamlesh Verma is the Joint Secretary and Dr. Laxmi Sandhu is the Press Secretary . Mrs Neha Sharma, Mrs Anjali Sharma , Mrs Shashi Behl and Dr. Saroj Bhardwaj are the members of the Executive body. Students who have completed Graduation from the college can take the Life Membership or the annual membership which can be renewed every year. For the Life Members one time membership fee is Rs. 1500 and Yearly Membership fee is Rs 200. The Association has 40 life members till date.

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/facilities/osa/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year

A. ? 5Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

To ensure governance of the institution in tune with our mission and vision various activities and awareness programs were conducted throughout the year. RKMV's vision and mission aim at transforming the minds and personalities of young women, making them independent, skilled and competent individuals. The Institute delegates authority by providing functional autonomy to Dean Students Welfare, IQAC, Advisory Body, PTA, CSCA, and different committees. The faculty members express their views and suggestions to improve excellence in College. The Principal in consultation with other Staff members defines the policies and procedures, frame guidelines, rules and regulations and implement the same to ensure smooth and systematic functioning of the College. The Principal is constantly in touch with various agencies i.e. HPU, Government, Directorate etc. to ensure implementation of policies, procedures, and framework to achieve the quality standards that we stand for. The Principal and staff discuss, and brainstorm to plan and ensure implementation of the vision and the mission of college.

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/about/vision/
Upload any additional information	View File

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

The Institute delegates authority by providing functional autonomy to Dean Students Welfare, IQAC, Advisory Body, PTA, CSCA, and various functionaries to promote a decentralized governance system by establishing various committees. To promote a culture of participative management, the faculty members express their views and give suggestions to improve excellence in college. At the strategic

level, the Principal, Faculty Members, and Staff members define policies and procedures, frame guidelines, rules, and regulations, and implement the same to ensure the smooth and systematic functioning of the College. At the functional level, the faculty members share their knowledge and discuss the latest changes during various faculty meetings and other informal platforms. At an operational level, the Principal interacts with various agencies i.e. HPU, Government, Directorate, etc. The staff members actively participate in the implementation of policies, procedures, and frameworks designed by the Management to maintain and achieve quality standards. Office staff ensures the day-to-day support services for the students and faculty members. Committee which demonstrates decentralized participative governance is the Building Committee. The Building Committee of the College, headed by the Principal, monitor and examine the various need-based construction activities which are in progress, and which are to be undertaken.

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/facilities/committees/
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute deploys a prospective/strategic plan, which is well documented. The Building infrastructure that is being created in the college is one such outcome of this strategic/ perspective plan. The College Building Committee made an effort to effectively utilize the land available in the college vicinity through proper liaison with State Government, PWD, and other agencies. Through strategic planning, the new building is being constructed in a phased manner to cater to the growing infrastructural requirements of the college. Renovation and up gradation of the college hostel, auditorium, library, and outdoor stage are also covered under this strategic/ prospective plan.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://rkmvshimla.edu.in/studentscorner/procedures/
Upload any additional information	View File

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 institute has a well-defined organizational structure. The administrative setup, functions of various bodies, service rules, procedures, recruitment, promotional policies, and grievance redressal mechanism are clearly defined. The organizational structure comprises of the Administrative Secretary, Director of Higher Education, the Principal, IQAC, and staff members. The roles and responsibilities of all are clearly demarcated. The PTA and Alumni Association have also been given an important role in the organizational setup. The recruitment and promotions of staff, and their service rules were as per the clearly laid down guidelines and rules of the government.

Various academic and administrative committees are constituted which met regularly to plan and implement their activities for the effective and smooth functioning of the institute. The responsibilities of the Principal, Heads of Department and Convenors of various Committees are well-defined. For ensuring the participation of students and staff in the management process, a mechanism of informal and formal feedback systems has also been developed. Various consultative bodies which include staff, parents, alumni, and students have been formed for ensuring a culture of participative management at strategic, functional, and operational levels. The institute has successfully implemented e-governance in various areas of operation viz. planning, development, Administration, Finance & Accounts, Student admission & support, Examination etc.

For Faculty Empowerment, various schemes like leaves, GIS, and Medical reimbursement are in place.

File Description	Documents
Paste link for additional information	ment e-Marketplace (GeM) https://gem.gov.in/ Department of Education (H.P.) https://himachal.nic.in/ Ministry of Education, GoI https://www.mhrd.gov.in/ Directorate of Higher Education (H.P.) http://education.hp.gov.in/ Himachal Pradesh University, Shimla www.hpuniv.ac.in University Grants Commission (UGC) www.ugc.ac.in NAAC http://www.naac.gov.in Scholarships https://hpepass.cgg.gov.in/ NewH omePage.do?actionParameter=stateSchemes Gazette of Himachal Pradesh http://www.rajpatrahimachal.nic.in/ e-Salary http://himkosh.hp.nic.in/eVitran/employeerep/wfrmeSalParamReport.aspx Manav Sampada http://genpmis.hp.nic.in/ Government of Himachal Pradesh https://himachal.nic.in
Link to Organogram of the Institution webpage	https://rkmvshimla.edu.in/about/organisation /
Upload any additional information	View File

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	View File
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

The college implements all the welfare schemes that the government has for its employees. These include: 1. Duty leave to facilitate participation in conferences/ seminars 2. Maternity leave 3. Paternity leave 4. Study leave 5. Sabbatical leave 6. Group Insurance Scheme 7. Medical Reimbursement 8. Provident Fund/ NPS 9. Gratuity, leave encashment, and other benefits on retirement 10. Provision to draw an advance from the GPF/CPF 11. Duty leave for attending various faculty development programs 12. TA/DA for the employees on official duty In addition, the college has provided the staff with a well-equipped staff room. The staff has the facility of an infirmary and canteen. The college provides an automated salary transfer to its employees. The Prevention of Sexual Harassment Cell provides a platform for the redressal of gender-based harassment in the workplace. The institute ensures the professional development of the staff by encouraging them to participate in International and National conferences, seminars, and workshops.

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/important-links/
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**

Nil

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
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

43

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

The professional performance and achievements of faculty members are monitored and evaluated through the Annual Confidential Report based on the Performance Appraisal System as per the guidelines of UGC and the State Government. The ACR and appraisal report of the faculty is

submitted to the Principal, who is the Head of the Institution. Students' feedback of teachers is also one of the parameters to assess the ability and competence of a teacher. The IQAC analyses the students' feedback and submit the same to the Principal, maintaining complete confidentiality. The ACR of the teachers/staff is sent to the Department of Higher Education, which is reviewed for career enhancement and other purposes. The performance appraisal report is assessed by the Principal and the Directorate. Non-teaching staff is evaluated through their work, Conduct and assignments given to them. Class IV employees do not have any performance appraisal system and are simply evaluated through their work and conduct from time to time.

File Description	Documents
Paste link for additional information	https://education.hp.gov.in/sites/default/files/Files%252FUGC_ACR%2520_Form.pdf31_11_2012_12_10_45.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

Audit of Self Generated Funds from the year 2020 to 2022 was conducted through a registered CA. Minor objections were dealt with at the time of the audit itself. No major lapses were found.

An Internal audit of various college funds is conducted through the Local Audit Department (LAD), Govt. of H.P at regular intervals. The external audit is conducted through the Accountant General, HP, Shimla-3.

File Description	Documents
Paste link for additional information	http://lad.hp.gov.in/sites/default/files/documents/ShimlaGCFundRKMV2012_16_A1b.pdf
Upload any additional information	View File

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)**

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Primarily the budget allocations for running the college were made available by the Department of Higher Education on request and demand of the college. The Tuition Fee collected was deposited in the Government Accounts through challans. All government financial transactions were made online and thus transparent. Money from Amalgamated Fund and PTA Fund was used for the developmental activities of the college. Engaging teachers and ministerial staff on need-based basis and for carrying out minor developmental activities Parent-Teacher Association Fund (PTA Fund) was utilised in accordance with the norms. Students' Amalgamated Fund (AF) was used for different student welfare activities during the academic year, e.g. sending teams for youth festivals, organizing college functions, subject society activities, educational tours, prizes for internal competitions, students oriented extracurricular activities, etc. Permission for the money to be granted was sought from the Principal and the Bursar.

Being a Government Institution the College does not have any major Resource Mobilisation Policy of its own.

File Description	Documents
Paste link for additional information	https://rkmyshimla.edu.in/facilities/pta/
Upload any additional information	View File

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

IQAC plays an utmost role in planning, guiding, and monitoring the Quality Assurance and Quality Enhancement activities of the college. It regulates and ensures the quality enhancement of the institution. IQAC also acts as the advisory body of the institution which not only formulates but also monitors the proper execution of the plans and the programmes. IQAC assists and encourages teachers not only in the use of technology but also integrates technology in the teaching-learning process. IQAC ensures the formulation and implementation of the Annual Academic Calendar. Prepares and submits the Annual AQAR and SSR in accordance with the guidelines of NAAC. Maintains the record of the achievements of the faculty members and various programs / activities of the college. Invites and maintains the feedback of Students, Faculty, Parents, and other stakeholders. Prepares a road map for the effective implementation of the proposed NEP 2020 as per the directions of the Government of Himachal Pradesh.

Take the initiative of introducing new programmes and skill based courses, in the form of B Voc courses and Add-on courses by Kaushal Vikas Nigam, to make students better equipped for their future endeavors.

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/iqac/
Upload any additional information	View File

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 feedback of all the stakeholders is taken from time to time and effort is always made to address the issues raised. The feedback performance covers all the relevant fields like teaching methodology, physical facilities, teachers, extra curricular activities etc. and the relevant suggestions received from the feedback survey are discussed in the IQAC and Advisory meeting and they are referred to the concerned committees for the necessary action.

IQAC gives the facility of a suggestion box to the students in the college, where they can put their day-to-day complaints and

suggestions.

Exit feedback performa takes the view of the students(who are leaving the college) i.e the Final year students and their constructive suggestions are given due regard

File Description	Documents
Paste link for additional information	https://rkmvshimla.edu.in/images/uploads/Fee_dback%202021-22.pdf
Upload any additional information	View File

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	https://rkmvshimla.edu.in/images/uploads/Annual%20Report%202021-22.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Gender equity in terms of rights, obligations, benefits and

opportunities is ensured for all the students. They are made aware of their rights and privileges along with the legal protection that is enjoyed by them. Students are given a safe and congenial environment for their all round growth and development. At the same time they are taught about their responsibilities and obligations that they owe towards the society and their fellow beings. The following activities were conducted to strengthen gender equity:

Women cell and the Internal Complaints' Committees were always on their toes.

Lectures, Rallies and health check-ups were conducted.

Psychology teacher was available 24*7 to counsel the students.

File Description	Documents
Annual gender sensitization action plan	https://rkmvshimla.edu.in/about/gendersens/
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	https://rkmvshimla.edu.in/about/infrastructure/

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

In order to reduce waste in the college, waste management practices have been effectively adopted by the students and the 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-colored 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 employs six sweepers who help in keeping the campus clean and in disposal of the garbage. Garbage collection vehicles collect two types of waste every day i.e. degradable and non-degradable. This is done under the door-to-door garbage collection scheme of the Corporation.

Biodegradable waste is dumped in Compost pits and the manure that is produced is used for gardening purposes. The scientific disposal of biodegradable waste helps in keeping the college clean.

The college also has sanitary vending machines and incinerators in the college and hostel washrooms.

Liquid waste management:

Liquid waste from 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.

E-Waste

Hardly any E-waste is generated in the college at present. If required in future, it will be disposed in accordance with the norms set by the Govt.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://rkmvshimla.edu.in/facilities/ict/
Any other relevant information	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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
5. Landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly,

A. Any 4 or all of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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. Students from various religious, ethnic groups, urban and rural backgrounds and from all strata of society get admission in RKMV. Students from different ethnic, religious and tribal groups take admission in RKMV. Therefore the atmosphere is one of harmony, acceptance. Students from neighboring states such as Punjab, Haryana and Uttrakhand mingle with the students of local population and enlighten one other about their respective cultures and traditions. Various national and religious days are observed in which students participate enthusiastically. Girls participate in local dances 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.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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 constitutional obligations with respect to rights, duties and responsibilities as citizens. Declamations and sensitization programs regarding rights, duties and responsibilities are organized. Students were made aware of importance of voting in the Electoral process and also educated about the use of EVMs in the coming elections. Electoral literacy club was active throughout the year.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

D. Any 1 of the above

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	View File
Any other relevant information	View File

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

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 human beings who are motivated and driven towards shaping a better society. National Festivals like Independence Day, Kargil Diwas, Republic Day, are celebrated leading to national and patriotic spirit, and a sense of reverence towards those who always stood up for the integrity and safety of our nation. Swachta abhiyan is carried out by the students marking the birth anniversary of Mahatma Gandh. 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. 28th February is celebrated as science day in honor of Nobel laureate Dr. C. V. Raman. The collegecelebrates 5th September as Teachers day to mark the birthday of Dr. S. Radhakrishnan. 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 belongingness and identity, unique to each event. This year week long celebrations were held to commemorate 75 years of India's independence.

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	View File
Any other relevant information	View File

7.2 - Best Practices

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

Students are encouraged to inculcate 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. 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. To inculcate human values among students the concept of contribution to society is encouraged at RKMV. 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. 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 at both the hospitals.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

A distinctive feature of our institution is the Sandhya Sangeet Mahavidyalaya which upholds the tradition of Guru - Shishya Parampara. RKMV is holding regular classes of Music and Dance in the evening which is open to all the interested students both as hobby or as career. Sandhya Sangeet Mahavidyalaya has a well-defined and well-structured curriculum /syllabi and the students are awarded degree/ diploma or certificate from a recognized music university of India that is Bhatkhande Vidyapeeth, Lucknow. We have had students from the age group of 8 to 65 years. The Sandhya Sangeet Mahavidyalaya is providing classes in Hindustani Classical singing and Sitar. The North Indian Classical Dance of intricate foot work and precise rhythmic patterns, Kathak is also taught here. It confers certificates of Prathama, Madhyama, Visharad, in all the three disciplines viz. Vocal, Instrumental and Dance. The Sandhya Sangeet Mahavidyalaya promises to turn its students from passionate aspiring

musicians to successful professional musicians. Some of them have established themselves as professional singers, instrumentalists, dancers and many of them have launched their music albums; some are successfully running their music and dance academies.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The exiting practices will continue and this year WE PLAN TO MAKE OUR STUDENTS MORE CONSCIOUS OF THE ENVIRONMENT AROUND THEM by reducing the waste generated by us. Students and staff will contribute from their share and reduce their own need to the minimum possible so that directly or indirectly we save the environment around us. Roti Bank will also have a new form as the contribution of Rotis will be done from the donations given by staff and students and chapatis will be made in the College itself. We also plan to have a Wall of Charity where usable clothes will be kept for use.