



Yearly Status Report - 2017-2018

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. Namrata Tiku
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01772807959
Mobile no.	9418489716
Registered Email	shimlarkmv@gmail.com
Alternate Email	rkmviqac@gmail.com
Address	Rajkiya Kanya Mahavidyalaya Longwood Shimla
City/Town	Shimla
State/UT	Himachal pradesh
Pincode	171001

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Rakesh Sharma
Phone no/Alternate Phone no.	01772807959
Mobile no.	9418095808
Registered Email	shimlarkmv@gmail.com
Alternate Email	rkmviqac@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://rkmvshimla.edu.in/images/uploads/2016-17%20AQAR.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://rkmvshimla.edu.in/pdf/ac1718.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	80.55	2003	16-Sep-2003	16-Sep-2008

6. Date of Establishment of IQAC	15-Jul-2008
---	--------------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC and Advisory committee meeting	10-Jul-2017 1	60

Orientation session for first year students	03-Jul-2017 1	250
Invited lecture on Professional Ethics	05-Aug-2017 1	65
IQAC circulated the schedule of HRDC of various universities and list of desirous candidates was made	25-Jul-2017 1	61
Research Capacity Building Program for faculty was organised	05-Sep-2017 1	62
One day workshop on Program and Curriculum design	10-Aug-2017 1	60
Preparation of AQAR	20-Dec-2017 1	60
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
UGC	Potential for Excellence	UGC	2018 365	15000000
State Government	Annual Budget	HP Govt.	2018 365	80309990
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Feedback system of the college was improved by adding teachers as stakeholders. The IQAC conducted an orientation of the staff upfront in academic session 201718 regarding improving API Score. IQAC took initiative to strengthen the Infrastructure through ICT and Automation IQAC encouraged all departments/subject societies to organise minimum 2 programmes/ activities per academic year MoU will be signed to start courses related to skill enhancement and job oriented.

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
The cell will organize the programmes / activities like discussions, symposia, workshops, seminars, conferences etc.	Activities were organized.
All the applications for research/project proposal/ seminar conferences will be routing through IQAC and IQAC will maintain the record of the copy of the forward letters.	The routinization was mandated from the next academic session.
IQAC will encourage the faculties for more publications, participation in academic activities, apply for funding to organize seminars/ conferences and research proposal for various funding agencies.	The faculty improved API
The proposal for starting add-on , skill enhancement and PG coursed will be sent to the government and other agencies.	Some of the agreements/proposals are in process
Institutionalized feedback system will be developed. The analyses and Action taken report will be prepared by the IQAC of the college.	The same was initiated and feedback system was improved eventually.
Tentative calendar of the meetings and activities of all stakeholders will be prepared in the first meeting of the session with the stakeholders. Same will be shared upfront with the concerned group and if desired can be uploaded on the college website.	More meeting of PTA, Alumnae Association, teachers were held during the session
The Ministerial staff will be apprised with the requirement of the record for NAAC. The required template will be shared with the Superintendent of the college office.	Systematic working of the office started.
Invited lecture/workshop on assessment and accreditation process of NAAC will	The distribution of work was done and work started on NAAC process.

be organized for the faculties. The Criterionwise committees will be constituted and meetings of the members of various criteria will be held regularly

No Files Uploaded !!!

14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

10-Mar-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

1) Academic Module 1.1 Student Section: this module have academic year wise class list and student profile 1.2 sharing of experience though recorded or live program though LED 2) Human Resource Module: 2.1 Profile of teaching and nonteaching staff 2.2 Accounts section having payroll module having features of salary slips, LPC, salary vouchers etc. 2.3 Fee Module: Different ledgers of fee such as AF, University Funds etc are maintained though this module 3) Library Module: Subscription of NList Journals, INFLIBNET etc 4) Examination Module: Filling of examination forms, Declaration of results, result cards, CCA etc were done through this module.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Our college has adopted the syllabus provided by Himachal Pradesh University, Shimla under the choice based credit system in the year 2013-14. Since 2016-17 on the direction of Himachal Pradesh University, our curriculum and course

structure were revised to adopt the UGC recommended CBCS for undergraduate classes. Students are being provided with academic flexibility as has been prescribed by the guidelines received from the Himachal Pradesh University, Shimla from time to time. At the beginning of the academic year college publish its own academic calendar in the college prospectus. In academic calendar all information about the tentative date of term end of both even and odd semester, practical examination, vacation etc is also provided to the students. Based on the academic calendar of Himachal Pradesh University regarding academic activities and co-curricular activities, and other constraints teachers are required to prepare their schedule of activities. Subject allocation to the faculty members are done by head of the departments based on the faculty's area of specialisation, interest and willingness. The faculty members are further required to prepare their student database course file and other logistics required during the course of the academic session. The progress on the front of curriculum coverage and workshops, seminars etc. are monitored by the Principal through staff meetings and departmental reviews from time to time. For the purpose of effective teaching learning teachers are encouraged to adopt new teaching methodologies.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NA	Nil	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Nil	01/07/2017
BSc	Nil	01/07/2017
BCom	Nil	01/07/2017
BCA	Nil	01/07/2017
BSc	Microbiology	01/07/2017
BSc	Biotechnology	01/07/2017

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Visharad (Kathak)	03/07/2017	36

Visharad - Music (Vocal)	03/07/2017	36
Visharad - Music (Instrumental)	03/07/2017	8
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	56
BA (Journalism)	Journalism and Mass Communication	18
BSc	Biotechnology and Microbiology	26
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Apart from collecting the feedback from students of the college, from academic year 2016 - 17 onwards IQAC of RKMV Shimla has started the process of collecting teacher's feedback as well. The findings of previous feedback were utilised by the IQAC for improving its services to the stakeholders. However, due to certain constraints many still demands for improvements. The faculty feedback from the students studying under the semester system were collected every semester and is analysed by the IQAC of the institute. The findings are then discussed by the Principal and Co-Ordinator IQAC with the Head of the Department and the head of the administration i.e. superintendent of the college. Teachers are made to get evaluated by the students on various teaching learning aspects of effective teaching techniques. The students are also made to give feedback on administrative efficiency of the institution and consists of questions related to their satisfaction from basic services such as library, administrative staff, cleanliness of the institution. The findings of the feedback are shared with the administrative staff and necessary steps to be taken were directed by the Principal. The practice of taking feedback from teaching staff was started in the year 2016-17 to capture teacher's satisfaction and shortcomings on the part of institution to provide basic facilities for the teaching staff of the institution. This helps college administration to understand and capture the satisfaction teachers derive from the use of resources available at their disposal for the smooth conduct of academic activities. Feedback taken from the students tends to capture are based on the teacher's ability to teach the subject and control the class, use of tools and techniques. Teachers attaining below average score are informed about their performance feedback as has been given by the students and asked to</p>

improve on the aspects in which they are rated below average by the students concerned. The feedback so obtained is key tool in continuous improvement in the quality of education. Based on the feedbacks and suggestions received institution takes corrective actions to remove the shortcomings and improve the quality of services to the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Microbiology	25	5	5
BSc	Biotechnology	25	3	3
PGDCA	Computers	20	20	20
BCA	Computers	60	29	29
BSc	Life Sciences and Physical Sciences	Nil	367	367
BCom	Human Resource Management, Marketing and Finance	Nil	151	151
BA	Nil	Nil	726	726
No file uploaded.				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	3682	Nil	57	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
57	35	12	13	13	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring program has been introduced since 2015-16 for enhancing student's skill, knowledge and awareness in our institution. Mentoring system conduct induction programme on beginning of the session on career

opportunities and stress management. The mentor and the mentee are introduced with each other. Almost all teachers and mentors actively participate in mentoring programs, making studies educationally and personally benefited. Mentoring system provide guidance and suggestions for slow learners. Students are supported and guided both in Co-curricular and extracurricular activities. Types of mentoring done in our institution are 1. To enhance social connectivity of mentees. 2. To encourage students toward social work. 3. To motivate mentees for environmental protection and anti-drug. 4. To make them socially economically and psychologically skilled. 5. To inculcate the values of truth nonviolence compassion among students. 6. Do aware students regarding the drug abuse and social evils.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1381	57	1:24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
68	57	11	Nil	28

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Saroj Bhardwaj	Associate Professor	Nation Builders Award
2018	Dr. Anita Sharma	Associate Professor	Certificate of Appreciation, Malaysian English Language Teaching Association
2018	Dr. Laxmi Sindhu	Associate Professor	IIAS Fellowship
2018	Dr. Sapna Pandit	Associate Professor	IIAS Fellowship
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College believes firmly in continuous evaluation of the students for their sustained performance, hence a structural evaluation process has been designed and implemented. Through continuous monitoring and evaluation of students, college identifies students requiring special attention and offers necessary

remedial measures to them and the fast learners are encouraged by reviewing their performance. College has established Internal Quality Assurance Cell (IQAC) for quality enhancement and sustenance in process of teaching and learning. Various visits are arranged for the students and students prepare visit reports, submit them which are also evaluated. Modern teaching aids like Wi-Fi, ICT facilities and LCD, projectors are adopted for effective teaching and learning process. Apart from mandatory university examination many other internal evaluations have been followed. Tests are conducted during practical time, remedial classes are conducted for slow learners. Student peer groups are formed to help slow learners. Student's performance is also evaluated on the basis of their communication skills, critical thinking skills, problem solving skills, ability to work in teams and leadership qualities.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The schedule to various college activities is furnished by the academic calendar to the teachers and students. Our academic calendar is designed by the advisory committee constituting of the Principal and senior staff members. The Principal monitors the implementation of the academic calendar by all departments in the college. The academic calendar displays dates for submission of admission forms by the students, display of merit list, counseling timings, fee deposited by the students, display of second merit list and counseling (in case of vacant seats), fee deposit by the student in second list, end semester examination schedule, vacation schedule and reservation roster. Examinations schedule is given in academic calendar as prescribed by Himachal Pradesh University. Schedule for curricular and co-curricular activities are planned before the session commences in the institution for better academic work. The academic calendar provides the process to admission, roll-on admission in semester system External theory and practical examination schedule given by H.P.U., awareness programmes, workshop/ seminars are planned accordingly and expedited. Tentative activity calendar displays the dates for Principal's address to the students, formation of various societies/ club, fresher's party, CSCA elections, NSS/NCC/ The Bharat Scouts enrolment, oath taking ceremony, meeting with the parents of both the hostels.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://rkmvshimla.edu.in/programme-outcome/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BSc	BSc	Microbiology	6	6	100
BSc	BSc	Biotechnology	7	7	100
PGDCA	PGDCA	Computers	20	20	100
BCA	BCA	Computers	42	42	100
BSc	BSc	Life Sciences and Physical	235	224	95

		Sciences			
BCom	BCom	Nill	134	132	98
BA	BA	Nill	540	472	87
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[https://rkmvshimla.edu.in/images/uploads/STUDENT%20FEEDBACK%20ANALYSIS%20\(2\).pdf](https://rkmvshimla.edu.in/images/uploads/STUDENT%20FEEDBACK%20ANALYSIS%20(2).pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NA	NA	Nill	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NA	NA	NA	NA	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
3	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
------	------------	-----------------------	--------------------------------

International	Nutrition Health Education	1	Nil
International	English	1	Nil
National	English	1	Nil
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
PHYSICS	2
CHEMISTRY	1
BOTANY	1
ZOOLOGY	1
POLITICAL SCIENCE	2
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NA	NA	Nil	0	NA	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NA	NA	Nil	Nil	Nil	nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	3	1	1
Presented papers	19	15	1	Nil
Resource persons	Nil	1	Nil	1
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
-------------------------	--	--	--

Health checkup camp Lecture on Diabetes, High blood Pressure	YRC, NSS, Rotaract/Dr Jitender Mokta team Indira Gandhi Medical College Hospital, Shimla-1	5	347
Distribution of clothes fruits to poor	YRC unit /Indira Gandhi Medical College Hospital, Shimla-1	1	52
Distribution of Fruits Clothes in Children's Ward (Celebration of Holi)	YRC unit /Indira Gandhi Medical College Hospital, Shimla-1	1	48
Disaster Management Mega Mock Drill, HP University, Shimla-5	NCC/1 HP Girls Bn NCC / H P University	1	97
Annual Training Camp, Banikhet, Chamba, H.P.	NCC/1 HP Girls Bn NCC	1	11
Annual Training Camp Shahtalai, BilaspurH.P.	NCC/1 HP Girls Bn NCC	1	31
Himachal Day Parade	NCC /District Administration Shimla	1	20
Nukkad Natak against Drugs	NSS units RKMV Shimla	2	53
Blood Donation Camp	NSS /Indira Gandhi Medical College Hospital, Shimla-1	1	7
Kargil Day Nationalism Celebration	NSS units RKMV Shimla	5	220
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	NA	NA	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities

Health awareness	NSS unit Dr Suman Thakur, Gynaecologist, Kamala Nehru Hospital, Shimla 1	Lecture on Menstrual Hygiene	2	68
Beti bachao, Beti padhao Swachh Bharat	NSS unit Rajhana Panchayat, Kusumpti Shimla9	Beti bachao, Beti padhao Afforestation Drug free campaign Swachh Bharat Cleanliness Drive at Rajhana village Shimla-9	1	214
Swachh Bharat	1 HP Girls Bn NCC RKMV	Cleanliness Drive at Rajhana	1	64
AIDS Awareness	Rangers RKMV Shimla	AIDS Awareness Rally	1	167
AIDS Awareness	Rangers RKMV Lalit Kala Academy, H P.	AIDS Awareness poster making competition	1	106
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Induction Programme	Dr. Jyoti Pandey Asstt. Prof. Home Science	SCERT	14
Induction Programme	Dr. Sushila Devi Asstt. Prof. Physics	SCERT	14
Cultural Programme on World Women's Day	Students of Music Dept.RKMV	NA	1
Orientation Programme at GNDU Amritsar	Dr. Neena Gautam Asstt. Prof. Chemistry	MHRD	28
Orientation Programme at HRDC HPU Shimla	Dr. Asha Garg Asstt. Prof. Zoology	MHRD	28
Refresher Course at HRDC HPU Shimla	Ms. Usha Sharma Asstt. Prof. Dance	MHRD	21
State level Cultural Programme At Governor's House HP	20 students of Music Dept.RKMV	STATE GOVERNMENT	1

Refresher Course at HRDC HPU Shimla	Dr. Gaurav Kapoor, Asstt. Prof. Zoology	MHRD	21
Youth Festival Group II held at GC Harmirpur	Ms. Indu Verma Indian Classical Dance	HPU	4
Ranger/Rover MOOT 2017-18 Govt.College Dharamshala HP	Dr. Vikrant Thakur Rovers LaederAsstt.Prof Economics	THE BHARAT SCOUTS GUIDE	5
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Training	Lab Training Biotech. Micro	Indira Gandhi Medical College Shimla H.P P h.No.0177-26 54713	17/05/2017	16/07/2017	4
Training	On the Job Training	HIPA Shimla Ph.No. 0177-2734777	05/04/2018	07/04/2018	1
Training	Lab Training Biotech. Micro	Indira Gandhi Medical College Shimla H.P Ph.No. 0177-2654713	26/04/2018	Nil	3
Training	Lab Training Biotech. Micro	Indira Gandhi Medical College Shimla H.P Ph.No. 0177-2654713	01/05/2018	12/06/2018	2
Training	Industrial Training Micro. Biotech.	Milk Plant Chakkar, MANDI. Ph no. 094185 83566.	01/05/2018	01/06/2018	2
Training	Industrial Training Micro.	Orbit Mohali PUNJAB. Ph	23/12/2017	03/02/2018	2

	Biotech.	no. 0172-406 1105.			
Training	Industrial Training Micro. Biotech.	Indira Gandhi Medical College Shimla H.P Ph.No. 0177-2654713	03/05/2018	02/06/2018	4
Training	Industrial Training Micro. Biotech.	Milk Plant Chakkar, MANDI. Ph no. 094185 83566.	01/05/2018	31/05/2018	1
Training	Industrial Training Micro. Biotech.	Orbit Mohali PUNJAB. Ph no. 0172-406 1105.	20/12/2017	30/01/2018	2
Training	Industrial Training Micro. Biotech.	Orbit Mohali PUNJAB. Ph no. 0172-4061105	22/12/2017	19/01/2018	5
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NA	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
80309990	80309990

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Seminar halls with ICT facilities	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13701	1381561	353	79296	14054	1460857
Reference Books	10951	1079969	18	23599	10969	1103568
e-Books	3135000	5900	Nil	Nil	3135000	5900
Journals	8	5693	8	6023	16	11716
e-Journals	9000	Nil	Nil	Nil	9000	Nil
CD & Video	98	42619	Nil	Nil	98	42619
Library Automation	24108	Nil	345	Nil	24453	Nil
Weeding (hard & soft)	11938	10645	548	15056	12486	25701
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	154	2	2	3	2	6	9	4	6
Added	0	0	0	0	0	0	0	0	0
Total	154	2	2	3	2	6	9	4	6

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5382921	834468	12560150	2126826

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies followed by the Institute for maintaining and utilising physical, academic and support facilities are detailed in Himachal Pradesh Office Manual and HP Financial Rules 2009. Institution abide by these procedures and policies. 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. 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.

<http://rkmvshimla.edu.in/studentscorner/procedures/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	KC Postmatric SC,ST,OBC IRDP, Maharishi Balmiki, Dr. Ambedkar (PMS) Integrated Rural etc.	195	2153776
b) International	NIL	Nil	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Motivational Session and Integrated Amrita Meditation	22/07/2017	160	Amrita Vishwa Vidyapeetham
Tips for Health Hygiene for Girls	22/02/2018	282	Dr. Jatendra Mokta MD, IGMC Shimla
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NIL	Nil	Nil	Nil	Nil
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

Nil	Nil	Nil
-----	-----	-----

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Women Day Celebration (Poster making, Slogan writing and Photography) 08-03-2018	College level by Women Cell	320
Worlds AIDS day 1st Dec., 2017 (Nukkar Natak in College) Painting, Poster, Declamation Contest	College	200
Declamation Contest on Jhanda Diwas (By Scouts Guides)	College Level	130
Judo Championship (Men Women) 26th 27th Sept., 2017	Inter College (State level)	340
Farewell for Final Year Students	College	470
Kargil Diwas (Patriotic Songs)	College	220
Fresher's Day (19-08-2017)	College	435
Annual Prize Distribution function	College	500

17-03-2018

No file uploaded.

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	First in Rangoli	Nil	Nil	1	8628942458	Pooja Sharma
2017	Second in Poster making	Nil	Nil	1	8627814722	Jamuna Gurung
2017	Third in On spot painting	Nil	Nil	1	8627814722	Jamuna Gurung
2017	First in Western group song	Nil	Nil	1	Nil	Nil
2017	First in Classical Dance	Nil	Nil	1	8628873553	Indu
2017	1st in Inter-College Judo	Nil	1	Nil	Nil	Nil
2017	2nd in Inter-college Volleyball	Nil	5	Nil	Nil	Sakshi, Preeti, Dimple, Nivedita, Diksha
2017	2nd in Inter-college Kho-Kho	Nil	Nil	Nil	Nil	Nil
2017	3rd in Inter-college Boxing	Nil	Nil	Nil	Nil	Nil
2017	3rd in Inter-college Chess	Nil	Nil	Nil	Nil	Nil

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

After the commencement of every academic year the student Central Association (C.S.C.A) the College is formed every year as rule and regulations notified by the Himachla Pradesh University. It has nominated office bearers comprising of president Vice president, General Secretary, Joint Secretary and class

representatives. The students for the C.S.C.A are selected / Nominated on the basis of their merit from all streams and all classes and due representation is also given sports, cultural and other societies as well. The C.S.C.A is guided by the DSW committee and the principal. The C.S.C.A looks after the extracurricular activities, cleanliness of the institution, and sensible demands of the students. So, the members of the student council actively participate in academic, administrative and developmental activities of the college. The teachers from the staff act as guides and mentors of the association. We in RKMV have various societies which provide a platform for the students to participate with in the college as well as outside the college events under the S.C.A and D.S.W committee. Various academic and administrative committees • Canteen Committee • Hostel Committee • Fresher's Committee • Youth Festival Committee • Scholarship Committee • Career Counseling Placement Committee • Educational tour/excursions/Picnic Committee • First aid Committee • Sports Committee • Cultural committee • Discipline committee • N.S.S, N.C.C, The Bharat Scouts and guides, Youth Red Cross, Rotract and Red Ribbon Club. We have an activity calendar for various student events during the session. These events are led by the students and supervised by the staff members. The aim of these events is to inculcate the discipline in the students and to build their confidence and develop their personalities. Various student activities held every year are: Fresher's party, farewell party, oath taking ceremony, P.T.A meeting, Annual Athletic meet, Educational Tours, Annual Prize distribution function, cultural and sports events. RKMV also publishes its Annual Magazine 'PADAM' with help of editorial team comprising of faculty members and the students. College Magazine provides a platform to the students to express their flair for writing and creativity through articles, poetry, photographs etc. Major distinctions of the students in cultural and sports activities are highlighted in the Magazine.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumnae Association -old RKMVian's association came into existence in 2007 and has been registered as a society. The first Alumni function was held on 17th Oct, 2007 to make the 30 years of existence of the college. The day is also known as founder's day and the Dr. Sadhna Chaudhry was elected as first President and at present Mrs. Meera Singh is the President of the association. The Alumni of RKMV have excelled in various fields and created a special niche for themselves and brought laurels for their alma mater. It has, as its members, many distinguished alumnae occupying important positions across the country. The members of the association belong to different section of society like administration, politics, business, agriculture and law, etc. and contributing to society as well as supporting the welfare of college. The students who have completed UG from the college are eligible to register as a member of the alumni association. The associations celebrates women day, organizes FETE and cleanliness drive and help needy students in their studies.

5.4.2 – No. of enrolled Alumni:

40

5.4.3 – Alumni contribution during the year (in Rupees) :

10000

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Building Committee The first phase of the new Office Building was completed. The Principal and the administrative staff shifted to the new building in October 2018. The work was completed because of the efforts put in by the Principal and the Building Committee which kept on pressing the local PWD officials as well as the Contractors to expedite the works. The Building Committee in its meeting on December 10, 2018 also took into account the leftover works like that of electrical fittings and water connections which were balance and pressed the concerned authorities to get the same completed without any delay.

Cultural Activities The cultural activities are an integral part of the curriculum in RKMV and helps students to enhance their personality. Like every year, the zeal and enthusiasm of the College students was on display when they participated in the Arts festival organised by the Department of Art and Culture, Government of Himachal Pradesh at Shimla. The College students from the Dance Department also gave an enthralling performance at the Raj Bhawan on the occasion of Teacher's Day. One student of the College brought laurels to the institute by participating in the Jaipur Arts Festival held at Jaipur from January 18 to February 21, 2018. One student of the College bagged the first prize in Clay Modelling and another student stood third in the Rangoli competition during the Himachal Pradesh University Youth Festival, Group-I. The College team also stood third in the One Act Play and one student of the College also bagged the Best Actor Award in the Himachal Pradesh University Youth Festival, Group-IV.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	Before the beginning of each academic year annual committees are formed to complete different assignments/. The teachers are given / assigned with the work according to their interest or expertise. Students are also involved in various activities and programmes they work in tandem with the teachers. Apart from the annual committees whenever institution needs to accomplish some work committees are formed
Library, ICT and Physical Infrastructure / Instrumentation	Library is wi-fi enabled . computers are installed in the library for the use of teachers and students. Library has a system of book bank to help the needy, poor or desirous students. Students and -teachers have access to ejournals and e-books. Various newspapers, text books and miscellaneous reading materials ,

	Braille books are available in the library
Research and Development	IQAC of the College works toward the capacity building of teachers for research and Development. This Cell circulate the notifications, letters, invitations for the academic activities among the members of the staff. The faculty attend maximum research capacity building workshops, research training programmes to equip themselves. The teachers are relieved off from their duties to attend induction programmes, short term programmes, FDPs RCs, OPs etc. from time to time.
Examination and Evaluation	Examination and evaluation have both internal and external systems in place. Internal examination and evaluation includes Mid term test (MTT) and internal assessment which is done by concerned teacher. There is fixed distribution of marks which is uniform in the whole State and across the discipline or subject. The Term End Examinations are external as the process in its entirety is completed by State University. Various mechanisms are devised to maintain maximum objectivity in the examination and evaluation process.
Teaching and Learning	<p>The faculty is encouraged to focus on student centric learning pedagogies. The students are involved in the learning process by making it more participative. The integration of technology in the classroom, experiential and hands-on learning experiences, field visits, project work, internship, paper presentation, quiz, MTT, peer learning, assignments are regular features of teaching and learning process. The following activities augment learning outcomes:</p> <p>Active participation of students and teachers in the academic endeavors like workshops, conferences, seminars and programs on soft skills, life skills at college, State national and international level is encouraged</p> <p>2. Inter-departmental, subject societies and inter college, cultural, sports and academic and co-curricular initiatives.</p> <p>3. Youth festivals organized by university every year where all activities are divided in VI different groups.</p>

Curriculum Development	<p>The curriculum is developed by Himachal Pradesh University. A systematic approach is developed for structuring and restructuring of curriculum. The Board of Study of each subject has senior faculty member as member of BoS from college and universities. The BoS meets frequently to offer suggestions and changes in the designed curriculum . The College teachers are also part of the Academic Council where different departments bring in their restructuring and modifications in syllabi for approval. There is no specific time -period but whenever need arises BoS has the right and authority to call meeting and discuss changes.</p>
------------------------	---

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	<p>Employees- a) MANAV SAMPADA: The data and service books of all employees are managed through an integrated PMIS System functional in the name of MANAV SAMPADA. b) Official notices are displayed regularly in the college website. Purchase of all college related items is done via GeM portal.</p>
Finance and Accounts	<p>All salary transactions, medical reimbursement, T.A. bills, office expenses, arrear bills,GPFdepositions, withdrawals and challans are done online through the Treasury Software "HIMKOSH" of H.P. Government (https://himkosh.nic.in)</p>
Student Admission and Support	<p>For the benefit of the students, the admission facility - www.rkmvshimla.edu.in - Is availableonline.The admission fees, readmission fees, tuitionfees, fine etc. are deposited online. In addition, the prospectus is available online and the registration of students is also done digitally. To provide financial support to students various scholarship schemes are also available online.</p>
Examination	<p>H.P.University is having its own Web Portal named Himachal Pradesh University ShikshaParikshaeExamination Utility (https://exams.hpushimla.in).Online entry of internal assessment, practical marks, declaration of results is done through this portal. Examination forms are submitted digitally. Results are</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NIL	NA	NA	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	One Day Workshop on Plagiarism	Nill	08/09/2017	08/09/2017	46	Nill
2017	Nill	Training on use of software on PMIS	19/10/2017	19/10/2017	Nill	10
2018	Invited Talk on Conduct Rules	Invited Talk on Conduct Rules	18/12/2017	18/12/2017	47	17
2018	Program on computa tion of Income Tax	Program on computa tion of Income Tax	20/02/2018	20/12/2018	55	9
2017	Lecture on Research Tools and Techniques	Nill	30/10/2017	Nill	36	Nill
2017	Nill	Hands on Training on online resources on office management	07/03/2018	07/03/2018	Nill	10
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
--------------	--------------------	-----------	---------	----------

professional development programme	who attended			
INFLIBNET Regional Training Programme	1	17/07/2017	21/07/2017	5
Refresher Course (Environment Studies)	1	17/07/2017	05/08/2017	21
Refresher Course (Information Communication Tech.)	3	18/06/2018	07/07/2018	21
Orientation Programme	2	06/08/2018	01/09/2018	28
Induction Training Program	2	14/05/2018	26/05/2018	13
National Workshop on Research Methods, Reporting Tech	1	30/12/2017	05/01/2018	6
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	9	Nil	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
100 percent Medical reimbursement, TWF, Duty leave for attending seminars, conferences, programs and other officially assigned duties, Maternity and Paternity leave, LTC, Group Insurance Scheme, Ex-gratia grant etc.,	100 percent Medical reimbursement, Duty leave for attending seminars, conferences, programs and other officially assigned duties, Maternity and Paternity leave, LTC, Group Insurance Scheme, Ex-gratia grant, Compensatory Leave etc.,	Scholarship Schemes by state and central government, free education, hostel facilities to tribal students or students from far flung areas, Book Bank facility, Concessional travelling, First aid facility in college and hostels.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The regular internal and external audits are conducted in the institution by the government agencies. The internal audit is done generally after the interval of three to five years by the local audit department of the state and external audit is done by Accountant General Audit office generally after the

interval of ten years.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
IOB Longwood Branch	5000	Sponsorship for HPU Inter College Judo Championship for Women
No file uploaded.		

6.4.3 – Total corpus fund generated

5000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	Yes	State Government	Yes	Principal

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. The General house of PTA was scheduled on second Saturday of September, thereafter regular meetings were scheduled during the current academic year. 2. On the day of reopening of the college an orientation was conducted to both Parents and Students of the first year an they were apprised with the facilities, functioning, rules and regulations of the college. 3. the financial support was provided from the PTA fund whenever and wherever authority could not procure same from the government.

6.5.3 – Development programmes for support staff (at least three)

1. Workshop on Personality development was conducted in the month of May which is lean period in the colleges. 2. The members of support staff are encouraged to make use of the welfare schemes of govt. for their welfare. They are also provided assistance for economic facilities such as pension schemes/loans, different leaves like earned leaves/extra ordinary leaves in accordance with govt/university norms. 3. Computer training was given to the support and lab staff of the college. 3.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The proposals for skill based and other professional courses were sent to the government and other agencies. 2. Most of the departments have been provided new computers and printers to increase the use of ICT enabled teaching and learning. Computer aided methods are now used by majority of the departments to deliver lectures. 3. Teachers are encouraged to engaged them selves in various research oriented activities.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No

d)NBA or any other quality audit

No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Celebration of Beti Bachao Beti Padao week	09/10/2017	09/10/2017	14/10/2017	160
2017	Hindi Rajbhasha Pakhwada	01/09/2017	01/09/2017	14/09/2017	560
2017	Computer Literacy Programme for teachers	04/12/2017	04/12/2017	05/12/2017	56
2017	Workshop on A and A process of NAAC	14/07/2017	14/07/2017	14/07/2017	67
2017	Plan of Remedial classes was initiated	21/12/2017	21/12/2017	21/12/2017	310
2017	Career Counseling Program	18/12/2017	18/12/2017	18/12/2017	258
2017	Scrutiny and forwarding the applications for promotion under career advancement scheme of full time teachers to the competent authority	10/06/2017	10/06/2017	10/06/2018	47
2017	Workshop on Plagiarism was organised	12/08/2017	12/08/2017	12/08/2017	51
2017	One day program organised for lab staff for handling and	10/01/2018	10/01/2018	10/01/2018	12

maintaining
lab
equipments

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Spreading awareness regarding women empowerment through rangoli, mehndi and poster making	02/03/2018	08/03/2018	105	Nil
Lecture on eve teasing by SHO	02/03/2018	08/12/2018	350	Nil
Lecture on domestic violence and sexual Harassment by eminent lawyer Sheetal Vyas	02/03/2018	08/03/2018	300	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

25 percent

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	50
Ramp/Rails	Yes	30
Braille Software/facilities	Yes	6
Rest Rooms	Yes	10
Scribes for examination	Yes	9
Special skill development for differently abled students	Yes	12

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating
------	--------------------------	-----------------------	------	----------	--------------------	------------------	-------------------------

	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2017	1	1	Nill	365	Bank/ATM	Serve all students and teachers. Even serve local community.	3000
2017	1	1	Nill	365	Photostate /photography available in campus	Community outreach	3000
2017	1	1	22/07/2017	3	Van Mahotsav	Reforestation	340
2018	1	1	08/03/2018	1	Beti Padao Beti Bachao Abhiyaan	Girl Child	270
2017	1	1	19/08/2017	1	Blood Donation Camp	Social Welfare	150
2017	1	1	15/09/2017	7	Cleanliness Drive	Health and Hygiene	83
2017	1	1	28/09/2017	1	systematic Voters Education and Electoral Participation (SVEEP)	Electoral Education	2000
2017	1	1	01/08/2017	7	Breastfeeding Week	Awareness Campaign	500
2017	1	1	01/12/2017	1	AIDS Day	Awareness Campaign	230
2017	1	1	09/12/2017	1	Human Rights day	Human Rights Awareness	287
No file uploaded.							

Title	Date of publication	Follow up(max 100 words)
Handbook/ Prospectus 2017-18	22/05/2017	The Handbook/Prospectus of the college is published every year as hard and soft copy which contains all the rules and regulations related to the code of conduct or general behaviour of all the stakeholders in and outside the campus. to inculcate some universal values various programs are run through out the year which are listed tentatively in the annual calendar of the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Visit to age care Centre.	01/07/2017	20/03/2018	50
Blood donation camp.	19/08/2017	19/08/2017	150
Roti Bank	01/07/2017	20/03/2018	2600
Clothes Bank	01/07/2017	20/03/2018	2000
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Paperless office Entire examination process is carried out paperless as online filling of CCA/CCE of the students, online admission portal, online scholarship forms submission online result portal is also available on university website. GEM portal is used for all purchases of college including laboratory equipment. 2. Compost pit Students actively participating in making good compost by mixing green compost like grass leaves, garden trimmings, garbage residue ,straw, woodchips, kitchen raw waste materials etc and food waste like cooked kitchen waste ,dried vegetables and fruits , fruits peel, peas peel etc. It is used for the gardening purpose in hostel and college campus. 3. Green campus More potted plants were planted with the help of forest department. Students are taking individual responsibility by adopting the planted plant. The college committee is assigned to check the growth of the plants and students who keep best care of plants are given prizes

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Title of the Practice: Clothes Bank Objectives: To inculcate values of social service among students. The objective here is to teach the girls that selfless social work is what true self-worth is about. The Context To inculcate human values among students social work is encouraged. Students here are taught that social work can be done with minimum or no contribution also. Motivation is the main key. For inculcating these values, the donation of clothes through various sections of the college is practiced year round. The Practice The College has been continuously transforming the lives of thousands of girls every year through such social practices which 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. By collecting clothes and distributing these clothes to poor and needy. The gratification expressed by the recipients is a motivator for this noble activity. These clothes are also distributed through the Red Cross and Rotary Clubs of the city to the needy patients and their attendants at the different hospitals of the state. These activities make the students realize the hardships of the poor and less fortunate and infuses a sense of empathy for fellow humans. Evidence of Success The evidence of success of such activities lies in the fact that requests for more such gestures is ever increasing. The number of volunteers is also on the rise. More and more students want to be a part of these programs. The students are involved in both collection and distribution which gives them a great sense of gratification. Problems Encountered and Resources Require At the very outset the students had to be motivated for these activities, which was done by changing their mind sets by various interactions by the college staff through announcements, group discussions and face to face conversations etc. 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. This practice also leads to the development of individuals being capable of success both at the work place and home. With 'good health' students efficiency increases. The context 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. The Practice The College endeavors to make girls realize that their health is as important as their male counterparts and for which Health Checkup Camps are regularly organized. 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, lectures and workshops are also organized on a regular basis. Problems Encountered and Resources Require Two major problems were encountered in carrying out this practice. • Lack of student awareness. • The second problem was regarding arrangement of medical facilities such as arrangements of checkup teams, doctors and paramedical staff for this purpose. Best Practice III Title: ROTI BANK The objective: To provide free food for the needy The context Collection of roties donated by students and staff of RKMV which is further distributed to an NGO "Almighty Blessings". The practice RKMV Roti Bank works 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 is served in the evening at both the hospitals. Alumni association of RKMV has also organized 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 realize that service to the needy is service to God. The students and the staff of the college is motivated to celebrate their birthdays and other festivals by donating raw materials or token money for langars in IGMC hospital. Problems Encountered and Resources Require Motivation for donation Best Practice IV Title: Book Bank Objective: Usable old textbooks from students of all classes are collected for a Book Bank. The idea is to inculcate the feeling of caring and sharing among students. And to help needy students. The context All the students of RKMV do not come from a financially sound background. To help such students book banks has been created by the different departments and hostels of the college. The idea behind such banks is to help the needy. The Practice Indira Gandhi Tribal

Hostel 'Book Bank' has more than 400 old text books voluntarily donated by students. Needy students can get these books free of charge it, helps them pursue education without imposing economic burden on their families, which is returned after completion of the academic year so that these can be reused by incoming students. The book banks are also created by the different departments of the college for the same purpose. Reusing textbooks also conserves resources and curtails paper waste, besides educating children to recycle and take care of the environment. This reduces strain on natural resources and lowers the cost of producing paper and textbooks. The evidence of success The evidence of the success of these book banks lies in the fact that Indira Gandhi Tribal Hostel 'Book Bank' has more than 400 old text books voluntarily donated by students. Every year large numbers of students use books from these banks and complete their education without financial burden on their families. Problems Encountered and Resources Require Collection of books and damaged and unkept books. Best Practice: V Title: Safe Blood Saves Live Objective: As there is no substitute to human blood the gift of blood is the gift of life. Our institution organizes blood-donation camps to create awareness among students on the need for regular blood donation to ensure everyone has access to safe and quality-assured blood. The context Adequate amount of blood in all health care centers is a must to meet the urgent needs of patients facing trauma and other life saving procedures. It can help save millions of lives each year. The girls of our college in large number come forward and donate blood to save the life of people known and unknown to them. The Practice: On August 23, 2017, a blood-donation camp was organized by Youth Red Cross unit of RKMV. Dr. Namarta Tikku, principal, RKMV, donated blood on the occasion, motivating students and highlighting the importance of the cause. In all, 63 students donated blood during the camp. Evidence of success The evidence of success lies in the fact that more and more students want to be part of these activities. These camps have become these part of college curriculum. Time to time such blood donation camps is organized in the college and large number of students come forward and donates blood which reflects the success of such events. Problems Encountered and Resources Require Motivating girls to donate blood and requirements to procure medical teams for collection.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://rkmvshimla.edu.in/igac/bestpractices/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

GIRLS' EDUCATION INSTITUTIONAL DISTINCTIVENESS The institution always looks forward to mould and empower the students in the pursuit of knowledge, values, social responsibility and help them achieve excellence in the various fields. The college with "Potential For Excellence" accredited by UGC is the only government college for girls in Himachal Pradesh. The institution focuses on the holistic development of girls, inculcating moral and social values, nurturing self- esteem, confidence and independent thinking. It justifies what doctor B.D. Loroia, remarked," If the college grows up in the same tradition, in which it is being built, it shall one day be count amongst the best institutions in the land. It has never faltered in inspiring the students in the pursuit of knowledge, values and social responsibility. It has established its distinctive approach towards comprehensive vision by modeling it in the form of service to society, by means of certificate courses or by allowing the students to organize events to develop their skills and talent. Prominent women citizens have excelled and earned name and fame in different walks of life from this institute. An effort is always being made by the college to live up to its

motto "Sa Vidya Ya Vimukta" "Knowledge is that liberates" which motivates us in our quest for perfection and liberates us from the shackles of ignorance and darkness. The vision of the college is to transform the life of young girls into well integrated individuals through 'Inclusive Education' who can face challenges of life with courage and commitment

INSTITUTIONAL DISTINCTIVENESS

The institution always looks forward to mould and empower the students in the pursuit of knowledge, values, social responsibility and help them achieve excellence in the various fields. The college with "Potential For Excellence" accredited by UGC is the only government college for girls in Himachal Pradesh. The institution focuses on the holistic development of girls, inculcating moral and social values, nurturing self- esteem, confidence and independent thinking. It justifies what doctor B.D. Loroia, remarked," If the college grows up in the same tradition, in which it is being built, it shall one day be count amongst the best institutions in the land. It has never faltered in inspiring the students in the pursuit of knowledge, values and social responsibility. It has established its distinctive approach towards comprehensive vision by modeling it in the form of service to society, by means of certificate courses or by allowing the students to organize events to develop their skills and talent. Prominent women citizens have excelled and earned name and fame in different walks of life from this institute. An effort is always being made by the college to live up to its motto "Sa Vidya Ya Vimukta" "Knowledge is that liberates" which motivates us in our quest for perfection and liberates us from the shackles of ignorance and darkness. The vision of the college is to transform the life of young girls into well integrated individuals through 'Inclusive Education' who can face challenges of life with courage and commitment.

Provide the weblink of the institution

<https://rkmvshimla.edu.in/about/institidist/>

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS OF THE INSTITUTION FOR THE YEAR 2017-2018 • Clean Green Campus • To completely swiipe over to online admissions and prepare database thereof. • Digital Notice Board for interactive / real-time publication of emergency notices / information to the students • Public Address System for regular use in the college • Introduction of standardized mechanism for reporting to IQAC. • Green Audit to be done by external expert team. • Workshop for students on skill development Programme • Awareness programme on Entrepreneurship for Students • The annual plan/ proposal to be prepared by all the departments of the college to conduct/ organize seminars/ conferences/ workshops/ programs etc. • Organisation of more Seminars/Workshops on Use of ICT in Quality Teaching. • More ICT enabled class-rooms. • Biometric Attendance System for Faculty Staff. • Online feedback system for students other stakeholders. • Consorted efforts to be made for AA process of NAAC to complete Second cycle. • To renew and make new subscriptions for more journals, periodicals and to add latest new books of each subject in the library. • To prepare and submit the proposal to start new UG and PG courses from the next academic year.