



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	RAJKIYA KANYA MAHAVIDYALAYA, LAKKAR BAZAR, SHIMLA, HIMACHAL PRADESH
Name of the head of the Institution	Dr. Navendu Sharma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01772807959
Mobile no.	8278789590
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. Bhagwati Charan			
Phone no/Alternate Phone no.		01772807959			
Mobile no.		9418460908			
Registered Email		bhagwati.charan007@gmail.com			
Alternate Email		rkmviqac@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		https://rkmvshimla.edu.in/images/uploads/18-19_aqar_report.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/ac1920.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		
Preparation of AQAR	22-Nov-2019 1		58		

Workshop on NAAC: The changed guidelines	24-Feb-2020 1	60
Focused Discussion on API calculation and improvement	30-Oct-2020 1	62
Seminar on Women Issues	08-Mar-2021 1	265
Invited lecture on CSR and work ethics	10-Aug-2020 1	122
Proposal for upgrading IT infrastructure	30-Jul-2020 1	650
Orientation program for the students	26-Jul-2019 1	300
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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
Nil	0	Nil	2020 0	0
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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)

- Revisited NAAC guidelines December, 2019.
- Strengthened the feedback system of the college.
- Suggested measures to strengthen and collaborate with Alumnae association.
- IQAC suggested creation of class wise whatsapp groups and distribution of study material as soft copy.
- IQAC facilitated the students to get books/study material from the book stall (Raj brothers) who was directed to

send boos directly on the postal address of the students.

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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
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
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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

2020

Date of Submission

13-Mar-2020

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,

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

The academic session 2018-19 experienced the shift from semester based choice based credit system to annual system. This shift caused functioning of two systems in the same academic year with semester system for third semester onwards and annual system for fresh first year students. With the objective to adhere to changed scenario the effective implementation of academic activities in general and curriculum delivery in particular becomes a matter of utmost importance. In this regards following steps were taken during the present academic session: At the start of the academic session, all new students were made to attend the orientation program organized in the college campus to make them well aware of the changed academic system. In this regard all departments were asked to make use of zero week to make students aware of discipline specific courses, compulsory courses, skill enhancement courses and generic elective courses. This was to facilitate their journey with Rajkiya Kanya Mahavidyalaya, Shimla full of knowledge and enthusiasm. The students were apprised with the rules and regulations and some dos and don'ts of the institution. All the queries and doubts of the students regarding curriculum, academic calendar and other relevant curiosities were cleared by the faculty members. As a practice being followed every year at the start of the academic session, an Introductory session were also held in the college auditorium. This session was chaired by the Principal of the college and all staff (teaching and non-teaching) members were also present. In this session, students were explained about the vision, mission and objectives of the college. Students are also given live demonstration of the college website, college magazine, display boards and other procedures and functions of the college. For smooth and effective curricular delivery, the role of time table is of utmost importance. Due care is taken regarding the scheduling of student time table in such a manner that adequate time is available for each student to make their learning process an effective one. The time table and faculty-wise work load is studied by the IQAC cell in consultation with the department heads and efforts are made to keep it under admissible limits. Teachers are encouraged to adopt diverse pedagogy such as case study, role play methods of teaching apart from other evaluation methodologies such as quiz, debates, group discussions etc. as are mandated by the university curriculum framework. The performance of students in academic front is also monitored by analyzing the house examination results. IQAC of RKMV from current academic year have started the practice of delivering academic material to students via social media groups such as whatsapp, telegram, google meet, cisco webex, teachnext etc. This initiative was taken partly to prepare our staff to cope up with the upcoming challenge posed by the COVID-19 pandemic. All teachers were given hands-on training on the handling of these social media apps and groups and were also given training of use of online teaching apps such as Google meet, cisco and WebEx.

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	Nil	Nil	Nil	Nil	Nil

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
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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	Arts	01/07/2019
BCom	Commerce	01/07/2019
BSc	Science	01/07/2019
BCA	Computers	01/07/2019
BSc	Microbiology	01/07/2019
BSc	Biotechnology	01/07/2019
PGDCA	Computers	01/07/2019

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
Classical Music- Vocal	01/07/2019	24
Classical Music- Instrumental	01/07/2019	7
Classical Music- Dance	01/07/2019	15
Public Nutrition	01/07/2019	14
Therapeutic Nutrition	01/07/2019	13
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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	47
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes

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

Feedback Obtained

From current year onwards the college IQAC cell has also started to take feedback from the alumni. Therefore feedback from almost all stakeholders of the college are being collected and analysed by the college Internal Quality Assurance Cell (IQAC). The feedback so received was analysed and the findings of the same are enclosed as ANNEXURE - I in the end of the AQAR. The two level analysis of the feedback were done by the IQAC and the findings were shared with the department heads and the shortfalls if any in the achievement of academic excellence and problems as has been reported by the students through feedback forms were reported to them with strict compliance thereof. In the event the feedback of any of the faculty member as has been received is below average or were reported to be highlighted as problem area then that faculty member is instructed in person by the Principal along with head of the IQAC cell and is asked to improve on the aspects which students feel unsatisfactory. On the other hand the teachers whose performance is reported as best by the stakeholders especially students are being duly acknowledged and rewarded in their annual report. The satisfaction derived by the user groups from services such as hostel, canteen, laboratory, library, office etc are also analysed with the help of feedback received from the stakeholders. The poor performance of any of the specified services are taken seriously and necessary measures to correct the shortcomings are strictly taken. The result of compliance is further analysed by the feedback of the forthcoming session and improvement in feedback in that aspect is considered as an achievement of the institution.

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
BA	Nil	Nil	811	811
BCom	Human Resource Management, Marketing and Finance	260	226	226
BSc	Life Sciences and Physical Sciences	270	267	267
PGDCA	Computers	20	20	20
BCA	Computers	60	22	22
BSc	Biotechnology	25	3	3
BSc	Micorbiology	25	2	2
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled	Number of students enrolled	Number of fulltime teachers	Number of fulltime teachers	Number of teachers
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	in the institution (UG)	in the institution (PG)	available in the institution teaching only UG courses	available in the institution teaching only PG courses	teaching both UG and PG courses
2019	3911	Nil	68	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
68	58	19	16	16	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In our institution mentoring system has been introduced for establishing a better and effective relationship between students and teachers and also continuously monitor council and guide students in educational and personal matter. All teachers work as mentor for students allocated to them. The students must feel to confide in their mentor. This is continuous process till the academic career of the students. The IQAC had taken the initiative of implementing the mentor system effectively. Students are based on streams of studies and also according to their core subject. They are divided in groups at least nine to ten Meetings are arranged by mentor for their mentee in a year this system has been useful in identifying slow and advanced learner and through a careful examination of each mentor report about mentees. The college has organized reading remedial classes. In this some identifying topics are taken. Students from interior hilly region needed special attention as they come from remote region where development is just yet to take place. They do face language problem and adjustment problems. They were not only supported by mentor but also by students representatives. Every mentor of college have add mentis in WhatsApp group. The students are free to solve their problems related to studies, family problem, social or any kind of problem through their mentor in special. Which is taken every month where they can communicate with mentor even joining there classes through SMS or WhatsApp groups created by mentor. Types of mentoring done in our institution are 1. Professional guidance -Regarding professional goals, selection of career and higher education. 2. Career advancement: regarding self employment, entrepreneurship, development opportunities, moral , integrity, required for career development. 2. Social connectivity: regarding inculcation of moral values social outreach moral character building sanitization towards elderly. 3. Personality development: regarding public speaking , social , skill development. 4. Psychological and mental guidance: stress management family pressure and peer group. 5. Specific : regarding do's and don'ts in the college as well as in society.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1637	68	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
63	59	4	Nil	32

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,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
2020	Dr. Gopal Chauhan	Associate Professor	Award for contribution to Education Community, Asian Education Award by KITES Productions
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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
BA	BA	Semester	01/09/2020	15/10/2020
BCom	BCom	Semester	27/08/2020	15/10/2020
BSc	BSc	Semester	01/09/2020	15/10/2020
PGDCA	PGDCA	Semester	14/09/2020	15/10/2020
BCA	BCA	Semester	05/09/2020	15/10/2020
BSc	Biotechnology	Semester	07/09/2020	15/10/2020
BSc	Microbiology	Semester	01/09/2020	15/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College has a well-defined mechanism of continuous internal evaluation system which includes marks for mid-term examination, assignments, seminars, attendance, tutorials etc. Corrected answer scripts of the student are distributed in the class for verification and knowing their mistakes and any grievances is redressed immediately. While distributing the evaluated answer scripts, the answer key/ scheme of evaluation is discussed in the class.

College has a redresser cell for grievances regarding examination and evaluation. Students can come to the cell for any issue in evaluation, cell hears the appropriate concern and takes suitable actions. All the departments are well acquainted with ongoing trends in the education system and are involved in the holistic development of students. The college conducts various departmental activities, intra and inter faculty competitions, seminars, group discussions and workshops to imbibe students with confidence and cognitive skills to make them better equipped to face this competitive world. Each year, the college constitutes an examination committee to ensure effective implementation of all activities related to internal and external examinations and assessments.

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

R.K.M.V. is affiliated to Himachal Pradesh University therefore college academic calendar adher's to the schedule given by the university. The academic calendar is designed cautiously and reviewed by the constituted committee before being displayed online on our college website. All the academic related events are displayed under the News/ Notice head of college website. Here students get acquainted with the notifications of examination issued by our affiliating university, various central and state related information on

scholarship, admission in college and hostel are done on merit bases for which the list are made available online, reservation roster for admission is also made available online. The tentative activity calendar gives schedule of various activities to be held in the college viz., Fresher's Party, Oath Taking ceremony, last date for submitting articles for college magazine, Foundation Day celebration of R.K.M.V., Annual Athletic meet, CSCA function, College Excursions/ Study Tours, NSS Annual Special Camp, Educational Tours, Pratispardha (The inter faculty competitions), Annual Prize Distribution function.

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	5	5	100
BSc	BSc	Biotechnology	3	3	100
BCA	BCA	Computers	25	25	100
PGDCA	PGDCA	Computers	20	20	100
BSc	BSc	Life Sciences and Physical Sciences	296	296	100
BCom	BCom	Human Resource Management, Marketing and Finance	159	159	100
BA	BA	Nil	608	608	100
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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%202019-20.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
Nil	0	Nil	0	0
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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		

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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
Nil	Nil

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)
National	English	1	Nil
National	Sociology	1	Nil
International	English	2	Nil
International	Economics	1	Nil
International	Mathematics	1	Nil
National	Education	1	Nil
International	Computer Science	2	Nil
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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
Economics	1
History	2
Political Science	1
Physics	2
Mathematics	1

Computer Science	1
Zoology	3
English	5
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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	Nil	Nil	Nil	Nil	Nil	Nil
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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	Nil	Nil	Nil	Nil	Nil	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	22	55	Nil	2
Presented papers	16	44	Nil	Nil
Resource persons	6	3	Nil	1
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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
Holi Celebration Distribution of sweets , fruits handwash to the patients of Indira Gandhi Medical College Hospital, Shimla	YRC/Indira Gandhi Medical College Hospital, Shimla-1	1	38
Blood Donation health Check up Camp (45 units of blood collected)	YRC,NSS,Rotaract Club/ Dr Payal Vij Indira Gandhi Medical College Hospital, Shimla	4	52

	Rotary Club, Shimla		
Traffic Control During COVID Pandemic in Shimla City	NCC/Traffic police, Shimla	1	11
Tree Plantation, Pujarali, Shimla -13	NCC/Department of Forests	1	20
Kargil Day Celebration Lecture on Patriotism Kargil Memorial, Drass by Dr Vipin Gupta	NCC, NSS, Rotaract Club/Inner Wheel Club Shimla	12	369
Regulation of Traffic on Shimla Circular Road, Shimla	NCC/Traffic police, Shimla	1	10
Covid 19 Awareness programme Govt. Senior Secondary schools, Tutu Keleston, Bharari, Kuftadhaar, Kelti, Lakkar Bazaar, Kali Bari, Kufri, Sanjauli Central Tibetan School, Shimla	NSS units/ GSrSecSchool Tutu, Bharari, Lakkar Bazar, Kufri Sanjauli etc.	2	128
Blood Donation Camp (30 units of blood collected)(NSS)	NSS unit/Indira Gandhi Medical College Hospital, Shimla	1	30
Raksha Bandhan on Army Police Personnel to show gratitude of the nation	NSS unit /Traffic Police Govt of H P	1	10
Tree Plantation, Daak Bunglow, Mashobra, Shimla -10 (100 saplings of Indegenous Trees planted)(NSS)	NSS unit / Department of Forests ITBP1	1	30
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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
Support to the Fine Art initiative	Commendation letter to	Principal, Govt Senior Secondary	Nil

in Govt Senior Secondary School, Mehando Bag, Sirmaur, HP	Mr. Bhadhar Singh Asstt. Prof. Fine Art	School, Mehando Bag, Sirmaur, HP	
Selfless services rendered in assisting the Civil Administration in fighting against the pandemic COVID -19.	CERTIFICATE OF MERIT (Incharge NCC Unit)	Governor HIMACHAL PRADESH	Nil
Traffic Regulation with Shimla Police	Letter of Appreciation to the Institution	Superintendent of Police, District Shimla	Nil
Pioneering Efforts in Setting UP the Roti Bank for Almighty Blessings, NGO	Certificate to the institution	Managing Trustee, Almighty Blessings	Nil
Plantation Campaign	Certificate to the Institution	Range Forest Officer, Mashobra Shimla - 7	Nil
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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
Swachh Bharat	NSS units RKMV	Cleanliness Rally from RKMV to Kelti village, Shimla 12	2	126
Swachh Bharat	NSS units RKMV	Swachh Bharat Abhiyaan Cleaning in College	2	102
Women Issues	NSS units RKMV	"Let's talk about periods" lecture by Ms Manpreet Kaur in College auditorium followed by distribution of Sanitary Pads to female labourers	2	48
Swachh Bharat	NSS units RKMV	Cleanliness Drive in Kelti village, Shimla-12	2	52

Swachh Bharat	NSS/Human Hope Foundation New Shimla-9	Cleaning of Children's Park, New Shimla, Shimla-9 Distribution of eatables to the children	1	7
AIDS AWARENESS	Red Ribbon Club / National Aids Control Organisation	State AIDS Day Celebration, Peterhoff, Shimla4 followed by Rally from Peterhoff to Auckland Tunnel flagged by Chief Minister, H. P Sh. Jai Ram Thakur	3	78
Health awareness	Dept of Home Science / Department of Health, H P Govt.	Nutrition Rally to The Ridge Mall Shimla 1.	2	108
Initiative to conserve Energy	Energy Club /Establishment of Himurja Club	Sh. Anurag Kashyap, Joint Director (Public Relations) HP State Electricity Board	3	30
Women empowerment	Women Cell/National Commission for Women HP State Commission for Women	Power Walk on Ridge at 8pm	5	100
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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
Refresher Course at HRDC HPU Shimla	Dr.Mohan Lal Asstt.Prof. Sanskrit	Nil	21
Resource Person at Himachal Kala Sanskrit Bhasha Academy Shimla	Dr.Gopal Chauhan Assoc.Prof.History	Nil	1
Refresher Course Shri Ram College of Commerce N.Delhi	Dr.Pyare Lal Asstt. Prof. Economics	Nil	96

(online)			
Refresher Course at Uni.Of Rajasthan	Dr.Vikrant thakur Asstt.Prof.Economic s	Nil	21
Participation in Symposium at IIT Jodhpur Rajasthan	Dr.Sushila Devi Asstt.Prof.Physics	Nil	5
Observer during IGNOU Examination at GDC Sanjauli Shimla	Dr.Gopal Chauhan Assoc.prof.History	Nil	16
Short Course at HRDC HPU Shimla	Dr.Vipin Asstt.Prof Political Science	Nil	14
Faculty Development Programme	Ms.Ritu Sharma Asstt.Prof.English	Nil	7
Faculty Development Programme	Dr.Nitika Gupta A sstt.Prof.Chemistry	Nil	7
Faculty Development Programme	Dr.Jyoti Pandey Asstt.Prof.Home Science	Nil	7
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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
Nil	Nil	Nil	Nil	Nil	Nil
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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	Nil	Nil
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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
807132	Nil

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
Seminar Halls	Existing
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Existing
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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	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13701	1387330	353	79296	14054	1466626
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	10646	548	15056	12486	25702
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	Nil	Nil	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	2
Added	2	0	0	0	0	0	0	96	0
Total	156	2	2	3	2	6	9	100	2

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

100 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
13564092	85780	Nil	244149

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)

Classroom Maintenance: The cleanliness and upkeep of the available 33 classrooms is high on priority. Grade IV employees and safai karamcharis are employed to ensure cleanliness of the entire campus. The students are sensitized regarding keeping cleanliness in the classrooms and the campus. Dustbins are made available easily for garbage disposal. **Maintenance of Computers and IT facilities:** Computer and IT facilities are maintained and upgraded with outsourced professional help. The purchasing and upgradation is done with UGC grants and aid received under RUSA. **Laboratory Maintenance:** The laboratory equipments, specimens, chemicals etc. are purchased by the recommendations of the teaching staff of the respective departments on the approval of the Principal. Laboratory Assistants are available with the concerned departments. They supervise practical work and check and maintain laboratory equipments for the smooth functioning of the departments. **Student Support and Welfare:** Various committees like the Canteen Committee, Bus Pass Committee, Anti Ragging Committee, Cultural Committee, College Magazine Committee, Hostel Committee, Library Committee etc., have been constituted under the aegis of the Principal to provide support services to the students. **Library Maintenance:** Library is maintained under the supervision of the librarian and the library committee. Committee is responsible for the purchase and procurement of books and other material with the approval of principal. Recommendations and requirement from individual departments is sought on yearly basis. The library receives grants from UGC and RUSA and Amalgamated Fund and lapse library security fund. **Sport Facility Maintenance:** The Purchase Committee looks after the maintenance of upgraded sporting facilities in the college. It works on the recommendations of the Department of Physical Education. A Sports Committee is constituted to monitor the various activities of sports. The

Sports Fund collected from students and Amalgamated Fund, along with RUSA and UGC grants are gainfully utilized to provide upgraded sports facilities for students. Academic Support Maintenance: Academic maintenance is carried out by various academic committees constituted keeping in view the various scholastic needs by the Head of the institution. UGC and RUSA funds are utilized for maintaining academic support facilities.

<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	Nil	Nil
Financial Support from Other Sources			
a) National	KC Postmatric SC,ST,OBC IRDP, Maharishi Balmiki, Dr. Ambedkar (PMS) Integrated Rural etc.	168	Nil
b) International	Nil	Nil	Nil
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
Corona Virus Awareness camp Health Checkup Camp at RKMV	12/03/2020	300	Nil
Workshop on Women self safety	26/11/2019	300	Nil
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
2019	Talent Hunt Program by Tribune	Nil	250	Nil	Nil
2019	Personality Development of NSS	Nil	100	Nil	Nil

	students by Career counseling cell				
2019	Three days workshop on CM Self Employment Program by Industry Dept.	300	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
Nil	Nil	Nil	Nil	Nil	Nil
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
Nil	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
Competition on Women (Poster making, Slogan writing and Photography) 08-08-2019	College Level	68
Worlds AIDS day 1 st Dec., 2019 (Nukkar Natak in College)	College Level	125

Mehndi Competition 16-10- 2019.	College Level	85
National Sports Day Celebrated (29-08-2019)	College Level	147
Kargil Diwas (Patriotic Songs) 26-07-2019	College level	156
Fresher's Day (03-08-2019)	College level	370
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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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 ? Carrier Counseling amp 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 (Registration Number: 12). The first Alumni function was held on 17 th 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) :

21000

5.4.4 – Meetings/activities organized by Alumni Association :

4

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 In case of the new College Building, out of the four phases, work of two phases was completed and that of the third phase is in progress. The progress is adequate to make the building completely operational. This new infrastructure created space for the college to apply for 3 Masters Programs (English, History and Economics) – a goal that has been achieved after a long wait. During this period, regular meetings of the Building Committee were held. The meetings were held on 24th September 2019 and 16th February 2020. Fire extinguishers were installed on various floors in the Science Block to obviate any unforeseen incident. These regular meetings have provided a way forward and help accelerate the works as the Principal and the Building Committee members made strategic plans for the same and ensured the implementation of these plans in a time bound and cost-effective manner. Planning for construction of open stage in the college premises was made so that it could be utilized for outdoor activities.

NCC Activities The College continued with its grooming of young girl students to help them become mature, disciplined and knowledgeable citizens by taking up NCC. RKMV has two companies and 160 NCC cadets. As in the previous year, the NCC cadets have participated in various activities in 2019-20. The girl students of NCC helped the traffic police in regulating the vehicular traffic on the Circular Road in Shimla on Dec 1, 2019. They also helped the Shimla Police to control traffic during the COVID pandemic. The students under the College NCC In-charge actively participated in the tree plantation drive organized by Department of Forests, Government of Himachal Pradesh at Pujarali. The NCC students also participated in the programme to raise awareness about AIDS on the AIDS Day. They also took out a rally from

Peterhoff to Auckland Tunnel, which was flagged off by the Hon'ble Chief Minister of Himachal Pradesh. The Girls Battalion of the College participated in the International Yoga Day celebrations on June 21, 2019, which was jointly organized by the Shimla District Administration and Department of Ayurveda, Government of Himachal Pradesh. For the excellent service provided by the College NCC companies, the College NCC In-charge was awarded a Golden Global Award 2019.

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
Admission of Students	The college follows admission process strictly on the basis of merit in all the courses and hostels. The reservation policy of the state government is adhered to for the purpose of the admissions. the objectivity and transparency is maintained in the admission process.
Industry Interaction / Collaboration	Career, Guidance and Placement Cell of the college is tasked with initiatives to collaborate with various industry/agencies for interaction, guidance and placement.
Human Resource Management	The college has effective and efficient system of management for its human resources. The College administration identifies capabilities, interest and potentials of each teacher the work is assigned to her/him accordingly. To meet out the requirements of the college some employees are appointed from various funds like PTA, Hostel Fund and Miscellaneous. The teachers are rewarded for their performance in the annual prize distribution function.
Library, ICT and Physical Infrastructure / Instrumentation	In Library, ICT and Physical Infrastructure /Instrumentation 2 personal computers, printers, K-Yan, LCD and other equipments were added in the library to make student get access to e-journals and e-books along with other ICT resources. Login ID were created for faculty members and students to access INFLIBNET. More than Rs.6 lakh were spent on the purchase of new books for library. Apart from this more than eighteen lakh were spent on academic support facilities such as purchase of lab items in physics department, LED for Dance Department,

Equipment for commercial arts, fine arts, music, Sainik and Tribal Hostel, Home Science and Botany department.

Research and Development

The IQAC of the college take the initiative to conduct meetings for sensitizing and promoting research climate in the campus. The IQAC sensitized the faculty to obtain research grants for quality research grants from various funding agencies like UGC, ICSSR, ICPR, ICHR etc. Teachers are encouraged to fulfill the pre-requisite for the promotion of the scale, research component (category - III of Annual Confidential Report) as it has been made mandatory by the government of Himachal Pradesh. Incentives like duty leave of 7 days per academic session and Travelling Allowance is also given for the selected programmes.

Examination and Evaluation

The main reforms initiated by the examination committee are the timely declaration of the time schedule of the tests in the beginning of the year, timely compilation of the results and addressing all the queries and the grievances of the students. Head of each department ensures the eligibility of each student and list of ineligible students is displayed and uploaded on website. The list of ineligible students is handed over to controller of examination and same is verified by him/her before final verification by the Head of the institution.

Teaching and Learning

With regards to curriculum delivery, the college has well established and time tested mechanism in which all departments of the college participate in departmental meetings regarding distribution of courses among faculty members and also make timeline and planning for the effective implementation of all aspects of curriculum. The academic calendar prepared before the commencement of the academic session and local conditions are also taken into account by each department and is also taken care of during the departmental meetings for effective curriculum delivery.

Curriculum Development

All degree programmes offered by the college are affiliated to Himachal Pradesh University, Shimla. The curriculum followed by the college is

also prescribed by the Himachal Pradesh University, Shimla. Faculty members of our college are also member of board of studies and board of social sciences and board of sciences.

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

E-governance area	Details
Planning and Development	The college has its own well functional website which is used by the authorities for implementation of academic activities and other developmental plans for the benefit of students. The planning at government level is conveyed to all the colleges of the state through the website of DoHE, HP University and Govt. of Himachal Pradesh.
Administration	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.
Finance and Accounts	All salary transactions, medical reimbursement, T.A. bills, office expenses, arrear bills, GPF depositions, withdrawals and challans are done online through the Treasury Software "HIMKOSH" of H.P. Government (https://himkosh.nic.in)
Student Admission and Support	For the benefit of the students, the admission facility - www.rkmvshimla.edu.in - Is available online. The admission fees, readmission fees, tuition fees, 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.
Examination	H.P. University is having its own Web Portal named Himachal Pradesh University Shiksha Pariksha Examination Utility (https://exams.hpshimla.in). Online entry of internal assessment, practical marks, declaration of results is done through this portal. Examination forms are submitted digitally. Results are also available on this portal.

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
Nil	Nil	Nil	Nil	Nil
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)
2019	Hand on training of the staff on various online teaching tools	Nil	09/08/2019	09/08/2019	57	Nil
2019	Nil	Workshop on Inter personal relation dealings	16/08/2019	16/08/2019	Nil	9
2019	Use of Online E- Resources	Nil	30/08/2019	30/08/2019	58	Nil
2019	Nil	Scholarship Training	18/10/2019	18/10/2019	Nil	10
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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 professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Course at HRDC HPU Shimla	1	01/07/2019	13/07/2019	14
Faculty Development programme	1	05/11/2019	11/11/2019	7
Short Course at HRDC HPU	1	18/11/2019	30/11/2019	13

Shimla				
Refresher Course Shree Ram College of Commerce N.Delhi (online)	1	01/12/2019	31/12/2019	31
Refresher Course at Uni.Of Rajasthan	1	16/12/2019	05/01/2020	21
Refresher Course at HRDC HPU Shimla	1	02/03/2020	14/03/2020	13
Faculty Development Program	1	15/06/2020	21/06/2020	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	14	Nill	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.
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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
Nil	Nill	Nill
No file uploaded.		

6.4.3 – Total corpus fund generated

0

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	Advisory Committee

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

1. Appointment of support staff in college campus and hostels. 2. Expenditure to meet out the requirements of infrastructure maintenance. 3. Supported CSCA function of the college.

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

1. Lecture on Sanctity of labour and work 2. Presentation on Health and Hygiene. 3. Orientation of Class IV staff related to covid protocol of the state. 4. Role of staff in community service: Lecture

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

1. The proposal to start new PG programs was submitted to the state government. 2. Initiative was taken to re-establish language lab in the college. 3. New skill based courses other than conventional degree programs were started. 4. Emphasis was laid on more academic activities for the faculty and institution as a whole.

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
2019	NAAC Orientation Program	22/07/2019	22/07/2019	22/07/2019	71
2019	Discussion on Infrastructure and other facilities in the college	30/07/2019	30/07/2019	30/07/2019	67
2019	Counseling and Scope of the subjects	05/07/2019	05/07/2019	05/07/2019	722

2019	Workshop on API Score of the teachers	16/08/2019	16/08/2019	16/08/2019	66
2019	Organized a Lecture on Guru Pratha in India	05/09/2019	05/09/2019	05/09/2019	217
2019	Workshop on AQAR and AISHE report	25/09/2019	25/09/2019	25/09/2019	63
2019	Proposal for PG programs and skill based courses	17/12/2019	17/12/2019	17/12/2019	67
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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
Demonstration of self defence by Chotti Guru maa on one day workshop	27/11/2020	Nil	655	Nil
Lecture on challenges of women safety by Dr. Luxmi Sindhu	03/10/2020	Nil	687	Nil
H.P. State Commission for women and National Commission for women organised power walk	03/10/2020	Nil	550	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
97

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	26
Provision for lift	Yes	12

Ramp/Rails	Yes	12
Braille Software/facilities	Yes	12
Rest Rooms	Yes	10
Scribes for examination	Yes	12
Special skill development for differently abled students	Yes	6

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	09/07/2019	1	Rally organized by RKMV students from college to Ridge to make the people aware of healthy eating habits, balanced diet and importance of staying away from fast food	Health Awareness	45
2019	1	1	Nil	300	Bank/ATM	Financial	2800
2019	1	1	Nil	300	Photostate /photography	Academic	2000
Nil	1	1	Nil	300	Canteen /HPMC juice counter	Refreshment	2500
Nil	1	1	Nil	300	Book seller/stat ionary shop	Academic	2600

Nil	1	1	Nil	300	Pharmacy available	Health	54
Nil	1	1	Nil	300	Advance studies/H .P University/state library situated nearby	Research	30
Nil	1	1	Nil	300	HRTC Bus stop/taxi ,HRTC Bus pass counter is available in campus	Transportation	4000
Nil	1	1	Nil	Nil	State level hospital IGMC at ½ km.	Health	20
Nil	1	1	Nil	Nil	The Mall, Ridge, Business Centre, Post office and all educational institutes	Proximity or connectivity to business centre	3000
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook/Prospectus 2019-20	10/06/2020	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
Mahatma Gandhis birthday celebration as Swachch Bharat	02/10/2019	Nil	558
AIDS Day	01/12/2019	Nil	95
International Womens Day	08/03/2020	Nil	120
Community Lunch (Bhandara)	22/07/2019	Nil	3000
Diwali Celebration	27/10/2019	Nil	125
Mehndi Competition	03/10/2019	Nil	40
Kargil Divas	26/07/2019	Nil	150
Childrens Day	14/11/2019	Nil	650
Sports day	29/08/2019	Nil	600
Teachers Day	05/09/2019	Nil	670
View File			

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

1. Plastic Free campus Since Himachal Pradesh has been declared as plastic Free State by the Govt. the college also adheres to this practice. Girls are counseled from time to time not to use plastic bags in college and are encouraged to use organic bags. More cleanliness drives are conducted in surrounding areas of the college to ensure a plastic free/eco-friendly environment. Students are educated about the ill effects of plastic use. Different talks are conducted to educate students about toxic chemicals leach out of plastic which causing cancers, birth defects, impaired immunity, endocrine disruptions and other ailments etc. 2. Paperless office The college has a paperless office. Examination forms are filled online and results are also declared online. Salary statements are generated by the e-salary software of the Govt. of Himachal Pradesh. Notices to the staff are sent online. The entire process of applying for scholarships and crediting the scholarships to the accounts of students is also done online. Majority of the staff are using social media such as Whatsapp groups of students through which all important instructions are promulgated. All important instructions and directions from the University, Directorate of Higher Education and Sectary of Higher Education, are conveyed through e-mail. All queries are also answered online. Most of college administrative work is carried out without use of paper such as making of seating plans for house and university examination. 3. Solid waste management The college campus has three types of dustbins kept at various places. Green coloured dustbins are for biodegradable, yellow ones for non-biodegradable wastes and blue colour dustbin for e-waste. Vehicle from municipal corporation Shimla collects two types of waste from the college every day i.e. degradable and non degradable. This is done under the door to door garbage college scheme of the corporation. The college generates approximately 10 kg of solid waste every day. The transportation of garbage is done by college. The college has 6 sweepers who helps in keeping the campus clean and disposing the garbage. 4. Compost pit Compost pits have been made in the college and hostel. Biodegradable waste is dumped in the pit and manure which

is produced is used for gardening purposes. The scientific disposal of biodegradable waste helps to keep the college clean. The college has sanitary winding machines and insinator to destroy sanitary pads. These machines are installed in the college and hostel washrooms. 5. e-waste management Hardly any e-waste is generated in the college, if in the future it is generated, we will dispose it according to the norms set by the Govt. In the physics deptt. Some electronic waste is generated which is disposed off from time to time through open auction. Before the auction, notices are posted at various public places.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Title: Donate Blood Saves Live Objective: The gift of blood is the gift of life. There is no substitute to human blood. Our institution organizes blood-donation camps to create awareness among students on the need for regular blood donation to ensure everyone has access to affordable, safe and quality-assured blood and related products on time. This as an integral part of universal health coverage and an effective health system. The context Adequate amount of blood in all health care facilities is a must to meet urgent need of patients facing trauma and other life saving procedures. It can help save millions of lives each year. The students our institution also contributes to this noble cause through time to time organization of blood donation camps in the college. The girls of our college in large number come forward and donate blood to save the life of people known to them. Through these blood donation camps value of selfless service is inculcated among the students. The Practice: In February 2019, on the fourth day on NSS camp, students of RKMV donated blood at Indira Gandhi Medical College Blood Bank. The donors were also provided certificates. In the same year, Youth Red Cross unit of RKMV and Rotary Club Shimla organized one more such camp. The principal RKMV, Dr. Naveendu Sharma was Chief Guest for the occasion. She said that blood donation can save life and young generation must donate blood. President of Rotary Club Shimla Mr. Ashish Malhotra was also present. He said that objective behind these blood donation camps was to encourage students to donate blood. Total 45 students donated blood at this 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.

Best Practice II 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 mush financial burden on their families. Problems Encountered and

Resources Require Collection of books and damaged and unkept books.

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

<http://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

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. There is a strong commitment to excellence in teaching and sports. It's rich academic, sports tradition has always attracted the most talented students who later on went to make important contributions to society. Efforts in the field of sports have been recognized in the form of medals and awards bagged by the institution. In year 2019-2020 our distinguished sports women have bagged top position in Kho-Kho championship in All India inter university competition. In year 2019-2020 our distinguished sports women have won 1 gold and 1 Silver in All India inter university boxing championship, two in Senior Nationals in judo. The college students won four gold medals in Himachal Pradesh University (HPU) inter college Boxing championship. Himachal Pradesh Inter -college championships: 1. Judo championship -1 gold, 1 silver and 1 bronze medals 4. Kho -Kho championship - first position 5. Volley ball championship -Third position

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

1. As pandemic situation seems to persist for the next few months. The college needs to strengthen its IT system. Hybrid mode of teaching should be adopted. College has to establish some rooms where teachers can record their lectures and can reach out to the students sitting at far flung areas.
2. IQAC of the college should take the initiative to organise some academic activities where teachers can update themselves with the upcoming applications and teaching-learning tools.
3. In case pandemic situation improves classes in shifts/offline mode can be planned.
4. As IQAC is engaged with NAAC process activity, IIQA can be filled in the beginning of the session so that the long pending accreditation process is completed.
5. The counselling and orientation of the students is required. The

committee of BA first year will take the charge to clear the doubts of the students there and then so that they don't face problem in choosing subjects and courses for their bachelor degree.