



**SELF ASSESSMENT REPORT (SAR)**  
**For**  
**Internal Evaluation and Ranking of Colleges in H.P**  
**For the Session 2023-2024**

**Submitted by**  
**Govt. PG College Chowari, Distt. Chamba (H.P) 176302**

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**Principal**

**Govt. College Chowari**  
**Internal Evaluation & Ranking Score Sheet**

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

**1. Teaching Learning (Score 140)**

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

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

**Subtotal=80**

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

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

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

	iii. Self-Employment Modules Organised. iv. No. of students Benefitted	50%=4	
13.	<b>Student Progression:</b> i. % of Students opted for Higher Education ii. No. of students who cleared National Level examination (IAS, CDS, OTA, JAM, NET etc.) and HAS, A.P. through HPPSC	I. >50%= 10; 30-50%= 8; 20-30%= 6; up to 20%= 4 II. 5.0xno. of students (Max. 20 points)	<b>i=4</b> <b>ii=5</b>
14.	<b>No. of Co-curricular and Sports Activities organised:</b> i. Inter-University Events (Zonal/National) ii. Inter-College events iii. Intra-College Events (Annual Athletic Meet and Cultural Functions)	i. Inter-University Events- 10 ii. Inter-College events- 6 iii. Intra-College Events- 3 Each (Max. 9)	<b>i=0</b> <b>ii=0</b> <b>iii=9</b>
15.	<b>Annual Prize Distribution Function Organized:(Yes/No)</b>	Yes=10 No=0	<b>10</b>
16.	<b>College Magazine Published: (Yes/No)</b>	Yes=10 No=0	<b>10</b>
17.	<b>College website updated regularly or not</b>	Yes=10 No=0	<b>10</b>

**Subtotal=167**

### 3. Infrastructure & Resources (Score 160)

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

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

**Subtotal=135**

#### 4. Institutional Management (Score 220)

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

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

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

Subtotal=147

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

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

Subtotal=62



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

### 6. Faculty Profile & Research Activities (Score 100)

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

**Subtotal=69**

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

**7. Miscellaneous (Score 120)**

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

**Subtotal=70**

**Summary of Scores**

<b>S. No.</b>	<b>Criteria</b>	<b>Score obtained</b>	<b>Maximum Score</b>
<b>1.</b>	<b>Teaching Learning.</b>	<b>80</b>	<b>140</b>
<b>2.</b>	<b>Students Support Services &amp; Progressions.</b>	<b>167</b>	<b>280</b>
<b>3.</b>	<b>Infrastructure &amp; resources.</b>	<b>135</b>	<b>160</b>
<b>4.</b>	<b>Institutional Management.</b>	<b>147</b>	<b>220</b>
<b>5.</b>	<b>Best Practices, Innovation &amp; Institution Distinctiveness.</b>	<b>62</b>	<b>80</b>
<b>6.</b>	<b>Faculty Profile &amp; Research Activity.</b>	<b>69</b>	<b>100</b>
<b>7.</b>	<b>Miscellaneous.</b>	<b>70</b>	<b>120</b>
	<b>Total</b>	<b>730</b>	<b>1100</b>