

Criterion: 4. Institutional Management (Score 220)

Sr. No.	Activity	Description of Activities	Total Score	
1.	Institutional Vision		18	
	i. Vision Document	<input type="checkbox"/> Yes, the college has a student centric vision document	06	View/Download
	ii. Institutional Development Plan	<input type="checkbox"/> Yes, the college has Institutional Plan, for overall development of students	06	View/Download
	iii. Plan of Action	<input type="checkbox"/> The Plan of Action has been framed and followed accordingly for the session 2024-25.	06	View/Download
	Activity Total Score		18	
2.	IQAC		12	
	i. No. of Meetings per year	<input type="checkbox"/> 9 Meetings were held in the session 2024-25.	06	View/Download
	ii. No. of Programmes Organised (Trainings, Workshops, IPR etc.	<input type="checkbox"/> One Virtual workshop on Digital Education: Future of Teaching Learning was organised during the session 2024-25 <input type="checkbox"/> One day National Seminar on Lok Sahitya Evm Sanskriti: Virasat, Navachar aur Prasangikta ki Khoj was organized in	06	View/Download

		<p>2024-25.</p> <p><input type="checkbox"/> A book exhibition was organized for students for competitive exams.</p> <p><input type="checkbox"/> One day Inter-College Faculty Cricket match was organize.d</p> <p><input type="checkbox"/> A lecture under capacity building on AI was organized.</p>		
	Activity Total Score		12	
3.	Management of Institutional Funds		16	
	i. Funds (BF, AF, PTA etc.) used/spent for institutional development/student welfare	<input type="checkbox"/> Utilised 90 per cent funds during the session 2024-25	10	View/Download
	ii. Periodic Audit	<input type="checkbox"/> Periodic Audit is in the process	00	View/Download
	iii. Settlement of bills/advances within a specified time frame	<input type="checkbox"/> Yes	04	View/Download
	Activity Total Score		14	

4.	Grievance Redressal of students and employees		10	
	i. Redressal within week	<input type="checkbox"/> There is a Grievance Redressal mechanism adopted in the college for students and employees	04	View/Download
	ii. Redressal within month			View/Download

	iii. No Redressal	but so for no grievances were received during the session 2024-25 by the committee.		View/Download
	Activity Total Score		04	
5.	Green and Clean Campus		16	
	i. Green initiatives of institution (At least three)	<input type="checkbox"/> Plastic free campus Initiative <input type="checkbox"/> Identification and rejuvenation of the plants of campus <input type="checkbox"/> Project was conducted on College Flora Diversity <input type="checkbox"/> A research paper was published on the ecological importance of plant diversity: A study of the Campus flora at Government College, Ani <input type="checkbox"/> Campus Cleanliness Initiative	06	View/Download
	ii. Cleanliness in washroom, building/campus	<input type="checkbox"/> Cleanliness in washrooms and college campus is done on priority basis twice a day	10	View/Download
	Activity Total Score		16	
6.	Facilities for Students		18	
	i. Common Room for Girls	<input type="checkbox"/> Yes, there is 1 Common Room for girls with a change rooms as well	03	View/Download

	ii. Adequate Toilets as per Students Strength	<input type="checkbox"/> There are adequate toilets as per student strength	03	View/Download
	iii. Sanitary napkins, vending machine/incinerator regularly put in use	<input type="checkbox"/> Yes, there are two sanitary napkins vending machine and 1 incinerator regularly used in the college	03	View/Download
	iv. CSCA Room with proper furniture	<input type="checkbox"/> Yes, there is 1 CSCA Room with proper furniture in the college	03	View/Download
	v. Student centre for co-curricular activities and its regular usage	<input type="checkbox"/> There are separate student centres for co-curricular activities in the form of NCC Room, NSS Room, R&R Room, Sports Room, Green Room and Benches in the college	03	View/Download

		corridors.		
	vi. Regular use of playground	<input type="checkbox"/> Yes, the playground is regularly used by the students	03	View/Download
	Activity Total Score		18	
7.	Regular updation of Service Books/Service Records		03	
	i. Regular Updation of Service Books/Service Records	<input type="checkbox"/> Yes, Service Books/Service Records have been updated regularly	03	View/Download
	Activity Total Score		03	
8.	Timely submission of ACRs		03	

	i. Timely submission of ACRs	<input type="checkbox"/> Yes, ACRs are submitted timely	03	View/Download
	Activity Total Score		03	
9.	Prompt response to official correspondence		05	
	i. Prompt response to official correspondence	<input type="checkbox"/> Yes, all official correspondents are responded promptly	05	View/Download
	Activity Total Score		05	
10.	Proper maintenance of official records (cash books, stock registers, fund register, leave records, fine fund etc.)		10	
	i. Proper maintenance of official records	<input type="checkbox"/> Yes, all the official records are properly maintained	10	View/Download
	Activity Total Score		10	
11.	Proper record of students attendance and CCA		10	
	i. Proper record of students attendance and CCA	<input type="checkbox"/> Yes, students attendance and CCA records are properly maintained	10	View/Download
	Activity Total Score		10	
12.	Whether ranked by NIRF, other agencies		10	
	i. Whether ranked by NIRF, other agencies	<input type="checkbox"/> No	00	
	Activity Total Score		00	
13.	Whether accredited by NAAC		20	
	i. Whether accredited by	<input type="checkbox"/> No	00	

	NAAC			
	Activity Total Score		00	
14.	Whether AQARs are being submitted as per time line annually or not		12	
	i. Whether AQARs are being submitted as per time line annually	<input type="checkbox"/> AQARs have not been submitted yet	00	

	Activity Total Score		00	
15.	Recognition for exemplary contribution of staff and students		08	
	i. Recognition for exemplary contribution of staff and students	<input type="checkbox"/>		
	Activity Total Score		00	
16.	Involvement of Stakeholders		20	
	i. PTA	<input type="checkbox"/> PTA was constituted as per norms during the session 2024-25 <input type="checkbox"/> PTA is very supportive <input type="checkbox"/> Significant contribution of PTA	01 01 10	View/Download

	session for achieving excellence	extension activities.		
	Activity Total Score		25	
	Criterion Total Score		156/220	