



Government Post Graduate College, New Tehri (Uttarakhand)
राजकीय स्नातकोत्तर महाविद्यालय, नई टिहरी, उत्तराखण्ड

Phone Number 01376234964, Fax 01376 234964, Mobile: 9412077006
E-mail (office): gpgcollegentt@gmail.com . Email (NAAC): gpgntnaac@gmail.com

DATE: 13 MAY, 2024

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The IQAC committee of the institution was formed vide the letter: Order No. Order No. 87/Vibhinn Samitiyan/ 2023-24 dated 4th July 2023 of the Principal for the academic session 2023-24 and the members of the committee are as follows:

1. **Prof. Pushpa Negi- Chairperson**
2. Dr. Sandeep Kumar -Convenor
3. Dr. Arti Khanduri - Member
4. Dr. Pooja Bhhandari-Member
5. Dr. Manikant Shah-Member
6. Dr. Jayendra Singh Sajwan-Member
7. Dr. Bharti Jayaswal-Member
8. Mr. Ajay Bahuguna-Member
9. Mr. Arvind Singh Rawat- Member
10. Shri Laxman Singh Negi-(Administrative Officer)Member
11. Manika Rana(Student)
12. Balraj (Student)
13. Prof. R.C. Ramola, S.R.T. Campus, H.N.B.G. University Srinagar (External Member)
14. Shri Rajan Aswal, D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri (External Member)

AGENDA OF THE MEETING

A meeting of the IQAC, Government P.G. College, New Tehri was held on **13 MAY 2024** at **04:00 PM**.

The following members were present in the meeting:

- Dr Sandeep Kumar -Convenor
- Dr Arti Khanduri - Member
- Dr Manikant Shah-Member
- Dr. Jayendra Singh Sajwan-Member
- Dr Bharti Jayaswal - Member

Handwritten signatures:
Sandeep Kumar
Arti Khanduri
Manikant Shah
Jayendra Singh Sajwan
Bharti Jayaswal



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- Dr. Pooja Bhandari- Member *Pooja*
- Mr. Ajay Bahuguna-Member *Ajay Bahuguna*
- Mr. Arvind Singh Rawat *Arvind*
- Shri Laxman Singh Negi- (Administrative Officer) Member *Laxman*
- Manika Rana (Student)
- Balraj (Student)
- Prof. R.C. Ramola, S.R.T. Campus, H.N.B.G. University Srinagar (External Member)
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The convener of IQAC, Dr. Sandeep Kumar began the session with a welcome note addressing all the members present at the meeting. The agenda of the meeting was presented before the members for discussion.

"The agenda of the meeting was to discuss the successful submission of the AQAR for the session 2022-23 on the 13th of May 2024 and also to brainstorm on the new framework for NAAC accreditation as proposed by NAAC."

MINUTES OF THE MEETING

1. All the members present were informed of the submission and the successful acceptance of the AQAR by the NAAC (on the 13th of May 2024) for the year 2022-23.
2. In order to proceed with the quality assurance as per the newly introduced accreditation framework (Binary/Maturity Based Grading System) proposed by NAAC effective 2024 onwards, the IQAC proposed the following advisory (**enclosure attached**) to be implemented in the entire institution.
3. A Standard Operating Procedure (SOP) for the utilization and security of information communication tools was issued and published for the various stakeholders of the institution.



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Convener IQAC

Prof. Pushpa Negi-Chairperson	
Dr Sandeep Kumar -Convener	
Dr Manikant Shah-Member	
Dr. Jayendra Singh Sajwan-Member	
Dr Arti Khanduri - Member	
Dr. Bharti - Jaiswal - Member	
Dr Pooja Bhandari- Member	
Mr. Ajay Bahuguna-Member	
Mr. Arvind Singh Rawat-Member	
Shri Laxman Singh Negi (Administrative Officer) Member	
Ms Manika Rana (Student)	
Mr Balraj (Student)	
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IQAC PLANS AND PROPOSED ACTIONS

1. Year of **establishment**: 2003
2. **Affiliation** prior 2018: HNB Garhwal University
3. **Affiliation** (2018 onwards): Sri Dev Suman Uttarakhand University
4. Status of **2f & 12B**: valid (from 30 June 2005)
5. **Library** automation: Partial (e-granthaalay)
6. Total number of **books**: 32,587; Reference books: 3,642; research journals: 04; magazines: 03; newspapers: 04
7. **Total number of teachers** AY 2023-24: 49(41 permanent+08 part time)
8. **Students enrolled** in AY 2023-24: 758
9. **Number of programs** (UG and PG) = 19
10. **AISHE CODE**: C-24648
11. **Campus & Building area**: campus-1.69 acres, built up area- 3270 square mts.
12. **Students' computer ratio**: 1:24
13. **First cycle of NAAC**: January 05, 2013 (grade B, 2.55 CGPA At 4-point scale), validity Jan 04, 2018
14. **Second cycle** of NAAC: Nov 21 & 22, 2023; Grade B, 2.37 at 4-point scale, validity: Nov 22, 2028
15. **Third cycle due** on Nov 23, 2028
16. **Student teacher ratio**: 1: 15
17. **Total number of seats sanctioned for teaching**: 50
18. **Intake**: 1250; earmarked: 462

Criteria where grade bar needs to be raised:

criteria 3 Research innovation and extension (recent grade 1.68 out of 110) **criteria 5** student support and progression (recent grade 0.89 out of 140)

- * ***gross enrolment ratio is less while drop out ratio is high***
- * **Best practices:** publishing magazine monthly on scientific writing ethics and offences of plagiarisms, introduction of value-added non-credit courses.
- * **Plan of action** (published on the website)

Prominent recommendations of NAAC Peer Team 2023

- * *Number of research publications per faculty per year need to be increased*
- * *Library needs full automation with proper access to the students.*
- * *Class rooms specially in arts block are small and thus need additional spacious rooms.*
- * *College needs for a good size of playground.*
- * *Students are residing in remote areas, an urgent need for girls and boys' hostel is sought.*
- * *Alumni and PTA is informal, so proper registration is required.*
- * *Need of a proper placement cell for campus placement.*
- * *Proper space for outdoor games should be arranged.*
- * *IQAC should be proactive to enhance quality laid in criteria 3 and 5.*
- * *NCC should be revived.*

IQAC initiatives proposed for 2024-24

Advisory regarding the following quality measures has been in-forced and follow up is being taken at regular intervals.

- * Each department is advised to introduce a noncredit value-added course of at least 10 days to raise the bar of criteria 3 and 5. Further, the department are conveyed to develop syllabus and course contents for such courses.
- * Each faculty is advised to prepare teachers academic calendar, that includes the course being taught during AY 2024-25, its outcome, mode of assessment, mode of teaching, tools used in the course and mechanism to attain outcomes.

* For regular program, faculties are advised to adopt matrix Based course outcome attainment mechanism to strengthen fair assessment and achievement of the course.

* IQAC has decided to implement two best practices for the present AY:

First- A monthly magazine for teachers and students themed on "scientific writing ethics and offences of plagiarism". We believe this will boost up the critical thinking and creative writing skill of the students together with the accountability towards established morals and ethics of intellectual property rights. For this IQAC has composed an editorial board of 6 members. This board shall be empowered to impose a fine on the author(s), if anything presented by him/her is found to be plagiarized.

Second- organizing workshops and hands on practices to each of the value-added courses.

* IQAC advised each of the committee of the college to produce a dully signed quarterly report, including all the relevant information, so that the quality bars of the college in the concerned field could be tracked and if necessary, relevant committee could be advised for further improvement.

* IQAC recommends the various committees of the college to promote appropriate outreach programs in the welfare of society.

* IQAC advises a streamlined schedule to conduct sports, cultural, and extracurricular activities in the college to gear up for all-round development of the students.

* For the initial phase, IQAC is advising to promote inter departmental faculty exchange program for interdisciplinary knowledge dissemination. Also, the participating departments are advised to produce a combined report, that includes the entire events of the program together with the feedback of stakeholders.

* Faculties are advised to create their Google scholar account, ORCID's etc., so that the institutional h-index could be raised continuously.

* Examination committee is advised to update the exam related grievances mechanism as per the guidelines of affiliating university. Further a database of grievances received vs resolved is to be formed. For each semester, a detail report of students appeared in examinations vs total number of students enrolled is to be prepared.

* Personnel of the principal office is advised to produce a fine quarterly report of budget allocated vs utilized including all the heads and sub heads with proper description of the event/ content against which budget is utilized.

- * Arrangement of one set of recording studio facility for developing MOOC contents.
- * Each faculty is advised to publish papers in reputed journals which are either Scopus indexed or indexed by genuine indexing agencies.

Additional information: if requested, can be seen in

1. AQAR of 2022-23
2. Plan of action 2024-25 (published on website)
3. Peer team report (1 and 2 cycle published on website)
4. Certificate and grading sheet of 2nd cycle (published on website).



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DATE: 01 MAY, 2024

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1. **Prof. Pushpa Negi- Chairperson**
2. Mr. Dinesh Kumar -Convener
3. Dr. Sandeep Kumar -Member
4. Dr. Arti Khanduri - Member
5. Dr. Pooja Bhhandari-Member
6. Dr. Manikant Shah-Member
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14. Shri Rajan Aswal, D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri (External Member)

AGENDA OF THE MEETING

A meeting of the IQAC, Government P.G. College, New Tehri was held on **01 MAY 2024** at **02:30 PM**.

In the meeting the following members were present:

- Mr. Dinesh Kumar-Convener *Dinesh*
- Dr Sandeep Kumar -Member *Sandeep*
- Dr Arti Khanduri - Member *Arti*
- Dr Manikant Shah-Member *Manikant*
- Dr. Jayendra Singh Sajwan-Member *Jayendra*
- Dr Bharti Jayaswal - Member *Bharti*
- Dr. Pooja Bhhandari- Member *Pooja*



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- Mr. Ajay Bahuguna-Member *Ajay Bahuguna*
- Shri Laxman Singh Negi- (Administrative Officer) Member *M*
- Manika Rana (Student)
- Balraj (Student)
- Prof. R.C. Ramola, S.R.T. Campus, H.N.B.G. University Srinagar (External Member)
- Shri Rajan Aswal, D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri (External Member)

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The convener of IQAC, Mr. Dinesh Kumar began the session with a welcome note addressing all the members present at the meeting. The agenda of the meeting was presented before the members for discussion.

"The agenda of the meeting was to discuss the execution of the tasks pertaining to preparation and submission of the AQAR for the year 2022-23 and making arrangements for setting up the new computer systems and the related paraphernalia including battery inverter in the IQAC room."

MINUTES OF THE MEETING

1. For the preparation of the AQAR for the year 2022-23, the IQAC members were given the task of preparing the various sections of the AQAR and for the same, the various criteria of the AQAR were distributed amongst the members.
2. The task of renovation of IQAC room including furnishing, furniture, 03 desktops, 01 printer(s), and personal cloud space and power backup facility has been successfully accomplished.

G. N. S. L.

Convener IQAC



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Prof. Pushpa Negi-Chairperson	
Mr. Dinesh Kumar-Convener	<i>Dinesh</i>
Dr Sandeep Kumar -Member	<i>Sandeep</i>
Dr Manikant Shah-Member	
Dr. Jayendra Singh Sajwan-Member	<i>Jayendra</i>
Dr Arti Khanduri - Member	<i>Arti</i>
Dr Pooja Bhandari- Member	<i>Pooja</i>
Mr. Ajay Bahuguna-Member	<i>Ajay Bahuguna</i>
Shri Laxman Singh Negi (Administrative Officer)Member	<i>Laxman</i>
Ms Manika Rana(Student)	
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Date: 02.09.2023

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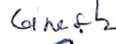
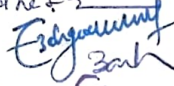


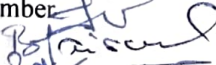
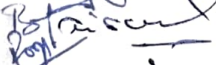
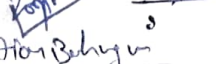

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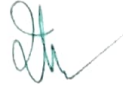
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14. Shri Rajan Aswal, D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri (External Member)

AGENDA OF THE MEETING

The 2nd meeting of the members of the IQAC committee was held on 2nd September 2023 at 03:30 PM.

In the meeting the following members were present:

- Mr. Dinesh Kumar-Convener 
- Dr Sandeep Kumar -Member 
- Dr Arti Khanduri - Member 
- Dr Manikant Shah-Member 
- Dr. Jayendra Singh Sajwan-Member 
- Dr Bharti Jayaswal - Member 
- Dr. Pooja Bhhandari- Member 
- Mr. Ajay Bahuguna-Member 





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- Mr. Ajay Bahuguna-Member *Ajay Bahuguna*
- Shri Laxman Singh Negi-(Administrative Officer)Member *Laxman Singh Negi*
- Manika Rana(Student) *Manika*
- Balraj (Student) *बलराज*
- 15. Prof. R.C. Ramola, S.R.T. Campus, H.N.B.G. University Srinagar (External Member)
- 16. Shri Rajan Aswal, D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri (External Member)
-

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The convener of IQAC, Mr. Dinesh Kumar began the session with a welcome note addressing all the members present at the meeting. The agenda of the meeting was presented before the members for discussion regarding NAAC accreditation.

“The agenda of the meeting is to discuss the execution of the tasks undertaken as per the minutes of the last meeting held on 19th May, 2023 and other necessary requisites to facilitate the NAAC accreditation process.”

- 1.To frame the advisory for various Departments and Committees for upcoming NAAC visit.
2. To recommend the renovation of the IQAC room and Principal room

MINUTES OF THE MEETING

1. The query raised with respect to the Logistics payment was resolved on 7th August 2023.
- ✓ 2. Renovation of IQAC room including furnishing, furniture, 03 desktops, 01 printer(s), and personal cloud space and power backup facility is strongly recommended before the proposed peer team visit in the upcoming months.
3. An advisory for various Departments to prepare their Departmental Profile was released(Enclosed).
- ✓ 4. The waste management system and the water harvesting to be maintained and expanded. The library automation process to be hastened.



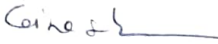
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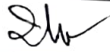









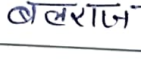
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5. Emphasis on quality research work by the faculty and publication in UGC Care listed journals.

6. The installation of energy saving devices is under process.

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Convener IQAC

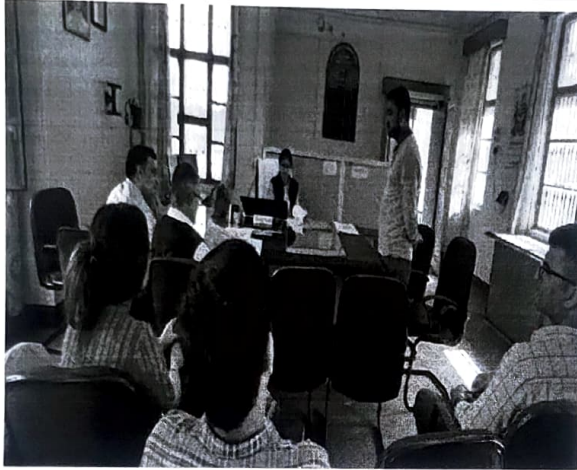
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Dr Pooja Bhandari- Member	
Mr. Ajay Bahuguna-Member	
Shri Laxman Singh Negi (Administrative Officer)Member	
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First Interaction of IQAC with the Principal in the academic year 2023-24 held on 27th July, 2023

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Date: 03.08.2023

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13. Prof. R.C. Ramola (S.R.T. Campus, H.N.B.G. University Srinagar)
14. Shri Rajan Aswal (D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri

AGENDA OF THE MEETING

The 1st meeting of the members of the IQAC committee was held on 3rd August, 2023 at 03:30 PM.

In the meeting the following members were present:

- Mr. Dinesh Kumar-Convener *Dinesh Kumar*
- Dr Sandeep Kumar -Member *Sandeep Kumar*
- Dr Arti Khanduri - Member *Arti Khanduri*
- Dr Manikant Shah-Member *Manikant Shah*
- Dr. Jayendra Singh Sajwan-Member *Jayendra Singh Sajwan*
- Dr Bharti Jayaswal - Member *Bharti Jayaswal*
- Dr. Pooja Bhhandari- Member *Pooja Bhhandari*
- Mr. Ajay Bahuguna-Member *Ajay Bahuguna*
- Shri Laxman Singh Negi-(Administrative Officer)Member *Laxman Singh Negi*
- Manika Rana(Student) *Manika Rana*
- Balraj (Student) *Balraj*
- Prof. R.C. Ramola (S.R.T. Campus, H.N.B.G. University Srinagar)
- Shri Rajan Aswal (D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri

[Signature]



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The convener of IQAC, Mr. Dinesh Kumar began the session with a welcome note addressing all the members present at the meeting. The agenda of the meeting was presented before the members for discussion regarding NAAC accreditation.

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“The agenda of the meeting is to discuss the execution of the tasks undertaken as per the minutes of the last meeting held on 19th May, 2023 and other necessary requisites to facilitate the NAAC accreditation process.”

1. To make the necessary preparations for the upcoming visit by the NAAC peer team
2. To recommend requisite quality enhancement measures for the next academic session.

MINUTES OF THE MEETING

1. The SSR was accepted on 12th July 2023 after responding to the queries raised.
2. The pending fee was paid on 28th July 2023. But the amount for Logistics Payment done was not getting reflected on the portal which made the fixing of the date of peer team visit difficult. Hence, a query was raised accordingly. (Enclosure Attached)
3. As per the last meeting, recommendations and suggestions made under point No. 4,6, 8 and I-VIII are yet to be followed.
4. Renovation of IQAC room including furnishing, furniture, 03 desktops, 01 printer(s), and personal cloud space and power backup facility is strongly recommended before the peer team visit.
5. It is recommended that the various members of the IQAC are free from other academic and administrative responsibilities till the NAAC peer team visits.
6. The IQAC had a formal interaction with the Principal twice on 27th and 28th July 2023. As per instructions given by the Principal, individual face to face feedback was taken from Group IV employees was taken and suggestions recorded.



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7. Feedback was taken for the academic year 2023-24 through online medium from Group IV employees and feedback form was prepared for Group III employees as well.

8. An advisory to be released for various Departments to prepare their Departmental Profile.

9. The Computer lab to be renovated and the desktops to be repaired and brought in a working condition. The data related to the footfall of the Computer lab is required.

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10. The Departments must be made available with the necessary resources to prepare themselves for the NAAC peer team visit.

Proposed Dates for NAAC Peer Team Visit:

In view of the ongoing Admission process and the upcoming Student Union Election tentatively scheduled in the month of September, IQAC proposes the following dates for the NAAC peer team visit:

I-Slot	03-10-2023 to 04-10-2023
II-Slot	21-10-2023 to 22-10-2023
III-Slot	06-11-2023 to 07-11-2023

GENERAL ADVISORY BY IQAC FOR THE UPCOMING NAAC PEER TEAM VISIT

ADMISSIONS COMMITTEE

The Committee to ensure appropriate updating and upkeep of all the records from the academic session 2017-18 onwards in an easily accessible form.

EXAMINATION COMMITTEE

The Committee to ensure appropriate updating and upkeep of all the records from the academic session 2017-18 onwards in an easily accessible form.

OFFICE



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The information related to financial data, correspondence with various Institutions and organizations and other records (particularly from 2017-018 onwards) to be maintained in a systematic manner with appropriate tagging and bookmarking.

DEPARTMENTS

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- The faculty of various Departments to update their personal information and that of the Department on the Website of the Institution through the login credentials provided to them.
- The reports to be maintained in the Departments related to the following subjects in separate files (from 2017-18 till date):
 - (i) Departmental Councils
 - (ii) Results of UG and PG Programs
 - (iii) Mode and Mechanism of Feedback collected from various stakeholders
 - (iv) Research Profile of the Department
 - (v) Details related to Departmental Library, if any
 - (vi) Internal Examination/ Assessment Mechanism
 - (vii) Miscellaneous activities organized by the Department
 - (viii) SWOC Analysis of the Department to be maintained
 - (ix) Initiatives taken for Attainment of Program and Course Outcomes
 - (x) Student Enrolment Data
 - (xi) Details of Alumni of the Department
 - (xii) Syllabus of the last five years
 - (xiii) Record of the Time Tables followed
 - (xiv) Details of e-content provided to the students

LABORATORIES

Proper upkeep and functionality of the Departmental Laboratories to be ensured according to the norms.

COMMITTEES

The various Committees, as per Order No. 87/Vibhinn Samitiyan/ 2023-24 dated 4th July 2023, to maintain their Annual Reports and file them chronologically.



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ALUMNI

The Committee to maintain the record of its formation for various academic years and the Minutes of meeting along with feedback collected and analyzed.

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PARENT TEACHER ASSOCIATION

The Committee to maintain the record of its formation for various academic years and the Minutes of meeting along with feedback collected and analyzed.

- Review of physical facilities such as safety and security, ramp/rails, skill development centres, etc.
- Review of alternative energy initiatives, rain water harvesting, waste management systems, etc
- A comprehensive guideline for various Committees, Departments and Office to be released soon.

- A mock visit, as per the guidelines of NAAC will be conducted before the NAAC peer team visit

Ginesh

Convener IQAC

- Mr. Dinesh Kumar-Convener *Ginesh*
- Dr Sandeep Kumar -Member *Sandeep*
- Dr Arti Khanduri - Member *Arti*
- Dr Manikant Shah-Member *Manikant*
- Dr. Jayendra Singh Sajwan-Member *Jayendra*
- Dr Bharti Jayaswal - Member *Bharti*
- Dr. Pooja Bhandari- Member *Pooja*
- Mr. Ajay Bahuguna-Member *Ajay Bahuguna*
- Shri Laxman Singh Negi-(Administrative Officer)Member *Laxman*
- Manika Rana(Student) *Manika*
- Balraj (Student) *Balraj*
- Prof. R.C. Ramola (S.R.T. Campus, H.N.B.G. University Srinagar)
- Shri Rajan Aswal (D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri

Sh



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The IQAC committee of the institution was formed vide the letter: Order No. Order No. 87/Vibhinn Samitiyan/ 2023-24 dated 4th July 2023 of the Principal for the academic session 2023-24 and the members of the committee are as follows:

1. **Prof. Pushpa Negi- Chairperson**
2. Mr. Dinesh Kumar -Convener
2. Dr. Sandeep Kumar -Member
3. Dr. Arti Khanduri - Member
4. Dr. Pooja Bhandari-Member
5. Dr. Manikant Shah-Member
6. Dr. Jayendra Singh Sajwan-Member
7. Dr. Bharti Jayaswal-Member
8. Mr. Ajay Bahuguna-Member
9. Shri Laxman Singh Negi-(Administrative Officer)Member
10. Manika Rana (Student)
11. Balraj (Student)
12. Prof. R.C. Ramola (S.R.T. Campus, H.N.B.G. University Srinagar) (External Member)
13. Shri Rajan Aswal (D.G.M, (P.S.P.) T.H.D.C. India Ltd, New Tehri (External Member)

Dinesh

**CONVENOR (IQAC)
(PRINCIPAL)**

Pushpa Negi

CHAIRPERSON

प्राचार्य

राजकीय स्नातकोत्तर महाविद्यालय,
नई टिहरी, टिहरी मण्डल



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**CONVENOR (IQAC)
(PRINCIPAL)**

CHAIRPERSON
प्राचार्य

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नई टिहरी, टिहरी मण्डल