YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	**MAHARAJA LAKSHMAN SEN MEMORIAL COLLEGE**
• Name of the Head of the institution	**Dr. Chander Prakash Kaushal**
• Designation	**Principal(in-charge)**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**01907266339**
• Mobile no	**9418075020**
• Registered e-mail	**mail.mlsm@gmail.com**
• Alternate e-mail	**iqac.mlsm.edu@gmail.com**
• Address	**MLSM College, Sundernagar, Dist Mandi (HP)**
• City/Town	**Sundernagar**
• State/UT	**Himachal Pradesh**
• Pin Code	**175018**
2.Institutional status	
• Affiliated /Constituent	**Affiliated**
• Type of Institution	**Co-education**
• Location	**Semi-Urban**

• Financial Status	**Grants-in aid**	
• Name of the Affiliating University	**Himachal Pradesh University, Shimla**	
• Name of the IQAC Coordinator	**Dr. Latesh Kapoor**	
• Phone No.	**01907266339**	
• Alternate phone No.	**01907266339**	
• Mobile	**9418467868**	
• IQAC e-mail address	**iqac.mlsm.edu@gmail.com**	
• Alternate Email address	**mail.mlsm@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mlsmc.ac.in/download/2022-23/AQAR-2020-21.pdf	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mlsmc.ac.in/download/academic-calendar-2021-22.jpeg	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.08**	**2018**	**26/09/2018**	**25/09/2023**

6.Date of Establishment of IQAC	**15/06/2015**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	**nil**	**nil**	**nil**	**nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	[View File](#)	

9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Feedback Mechanism
Access to the old students to use Library resource
To strengthen the Mentor-Mentee system
To upkeep the MIS system and the equipment
LAN cabling work accomplished

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

Plan of Action	Achievements/Outcomes
To get the feddback from the stakeholder of the college	**Obtained the feedback from the Stakeholders and analized the same**
To give access to the old students to use Library resource	**The pass out students of the college started using Library resource**
Strengthening of mentor - mentee System	**Got the forms filled up manually**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	18/01/2023

15.Multidisciplinary / interdisciplinary

The institution is ready to implement NEP 2020. However, the institution is affiliated to HImachal Pradesh University (HPU) and it is prerogative of making changes in the syllabi by the Academic Council on the recomendations of Board of Studies. The Ordinace/Laws of HPU are to be followed by the affiliated colleges. The change in the format of the syllabi having orientation of multidisciplinary/interdisciplinary orientation, the college will implement the same accordingly.

16.Academic bank of credits (ABC):

As and when the affiliating University will adopt the NEP 2020, after implementing the necessary changes at the institutional level, this institution will be a part of ABC.

17.Skill development:

The efforts were made by the institution to encourage the students to make use of online courses available on SWAYAM-NPTEL platform and Spoken Tutorial Program of IIT Bombay.

The same practice will continue till the adoption of NEP 2020. Further in alignment with the National Skill Qualified Frame Work(NSQF) and NEP 2020 the effort of the institution to strength the Vocational Education and Soft Skill of the Students shall continue.

There is course on value education in a curriculum of bachelor of education. Moreover values are preached by the teachers as and when they get the opportunity to disseminate for the development of life skills of the students.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

1 For B.A., B.Com, B.Sc., B.Ed, B.P.E., B.P.Ed. BBA, BCA, and M.SC. courses faculties provides the classroom delivery in bilingual mode (English and Hindi)

2. Compulsory course of Hindi or Sanskrit indian languages for undergraduate students.

3. Indian ancient traditional knowledge , Indian Arts , Indian Culture and traditions are included in syllabus of History Course.

4. Students will be motivated to join courses on traditional knowledge , Indian Arts, Indian Culture and traditions through SWAYAM-NPTEL.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

 The college defines program outcomes and course outcomes, and endeavors to meet the objectives of these programs and courses. We try to assess the success of these outcomes by evaluating our Student Progression data to see if some of these outcomes are in sync with the expectations of the college and the students. We also assess outcomes through CCA, co/extra-curricular activities, and feedback from all stakeholders.

20.Distance education/online education:

1 We do not have any provision for distance education as a program.

2 The college teachers are well versed with online teaching platforms such as Teachmint/Google meet/Google ClassrooomZoom/Moodle etc. MLSM College is part of the SWAYAM local Chapter with LOcal Chapter ID 2978 since July 2019.

3 Every teacher has a WhatsApp group of students of each course/class to provide online education whenever possible. Teachers provide pre-recorded own video lectures through WhatsApp groups/ Google Class Room.

Extended Profile

1.Programme

1.1   **333**

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **3296**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **1336**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **1307**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **78**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **87**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**333**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**3296**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1336**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1307**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**78**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	87

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	45
4.2 Total expenditure excluding salary during the year (INR in lakhs)	147.22
4.3 Total number of computers on campus for academic purposes	119

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution ensures the effective implementation of the curriculum through the academic calendar framed by the college and published in the college prospectus. The action plan for the same is finalized at the beginning of each academic session.

To ensure effective implementation of the curriculum, the Principal seeks feedback from the head of the departments / coordinators, teachers, students and parents at regular intervals.

For effective curriculum delivery, teachers are given considerable freedom to devise their own teaching methodologies based on the needs of the subjects and the learners. Whenever needed, teachers can make use of modern audio-visual aids for the purpose of making the teaching learning process effective and interesting. The wi-fi enabled campus of the college provides teachers and students greater opportunity to have access to INFLIBNET and other e-Resources.

To analyze / ensure that the stated objectives of curriculum are achieved, the college encourages teachers to conduct a regime of continuous evaluation through assignments, seminars, mid-term tests and class tests.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/1dBQnambTE PKd9ik2zSb2EGC0rFHnHgcA/view?usp=sharing

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Himachal Pradesh University has made substantial reforms in the evaluation system by switching from annual system to semester system and the choice based credit system under RUSA. The college has adopted the system of 30% Continuous Internal Evaluation (CIE)and 70 % End Semester Examination (ESE) for under graduate classes as per the guidelines of the H. P. University. For post graduate courses ealuation scheme , as per university norms , is 20% Continuous Internal Evaluation (CIE)and 80 % End Semester Examination.

The college at its own has constituted different committees (Examination Committee, Academic Affairs Committee) to ensure the effective implementation of the evaluation reforms.

The HPU guidelines regarding CIE are given on the very first page of the attendance register and are conveyed to the students at the beginning of session.

The college also conducts detailed result analysis for each department / teacher and compares the percentage of subject wise results of the college with that of affiliating university to evaluate the achievement of learning outcomes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	`B. Any 3 of the above`

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

`18`

File Description	Documents
Any additional information	`No File Uploaded`
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

`nil`

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

nil

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

All the cross-cutting issues like Gender, Environment and Sustainability, Human Values and Professional Ethics etc. have been covered under the curriculum in one way or the other in different courses offered by the university for undergraduate classes, and Environment Studies is a compulsory course for all undergraduate classes. The papers prescribed in different curriculum such as English Literature - 1, Women in Indian History, Gender and Sexuality, Sociology and Environment, Environmental History of India, Health Education and Environmental Studies, Environment Science Ethics and Corporate Social Responsibility, Corporate Governance and Business Ethics, Learning and Teaching, Teaching Gender School and Society, Contemporary India and Education, and Understanding the Self and many other papers in different courses have exclusive units like Concepts- Liberty, Equality, Justice, Rights and Law, Gender, Citizenship, Civil Society and State in Introduction to Political Theory course help the students to develop basic understanding and familiarity with many contemporary cross cutting issues.

The college at its own level actively addresses all the said issues through organizing different activities such as celebration

of Van-mahotsav, Awareness rallies, Debates and Declamation competitions, Poster making competitions and Extension lectures particularly during NSS camps and CSCA NAVRAS function.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

182

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.mlsmc.ac.in/FeedbackAnalysis_2021_22.aspx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.mlsmc.ac.in/FeedbackAnalysis_2021_22_.aspx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3296

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1103

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

During the progression of the course, formative and summative assessment is conducted by the teachers to assess the learning level/abilities of the individual students which help to find out whether the learning level of the students has improved. Students are given Assignments to achieve the expected level of knowledge and skill. This also helps to find out the slow/advanced learners in the classes along with how well the students are achieving the objectives and outcomes of the offered courses.

Advanced learners are recognized by the concerned teachers' observations and the students' performance in various class activities, formal or informal interactions, class and house tests, etc. Such students are counselled and guided regarding the best utilization of library resources. Teachers are willing to guide students who express a desire to appear for competitive examinations. Teachers also encourage advanced learners to ask questions in the classroom so that other students may also follow their example.

The concerned teachers provide extra coaching/guidance to the weak students/slow learners apart from their regular classes to bridge the knowledge gap of those students. In some departments tutorial / remedial classes are conducted for such students

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](View_File)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3296	**78**

File Description	Documents
Any additional information	[View File](View_File)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To make the Teaching-learning process more effective and student-centric following steps are taken:-

Teachers use various innovative approaches/methods of teaching such as discussion, project/assignment, inductive-deductive approach, brainstorming etc. to make teaching-learning students-centric.

Students are encouraged to participate in Seminars, PPT presentations, and Project work. Students of different departments are sent for field trips, botanical and zoological excursions and study tours.

The students are encouraged to contribute articles/compositions to the college magazine, CHIR SANKALP.

The students are encouraged to organize seminars, quizzes, discussions, debates and declamation related to their course contents in their respective departments to nurture their critical thinking and scientific temperament

To make the learning process more student-centric, the college provides facilities of learning tools such as projectors in the seminar room, conference hall and some selected laboratories, OHP's, free internet access through Wi-Fi, internet facilities in

the computer labs, INFLIBNET and DELNET facility to the teachers and students. Students are motivated to make use of learning tools for their presentations in seminars, and preparation of assignments/project work.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Learning coupled with technology has many positive impacts on learning. Therefore, to make the teaching-learning process more effective and creative, the college provides facilities of learning tools such as wi-fi/LAN/LCD projectors in the seminar room, classrooms and in some selected laboratories, to make the learning process more innovative. Students are motivated to make use of different learning tools for their presentations in seminars, preparation of assignments/project works etc. They are also inspired to present their papers with the help of PPTs. The students are also motivated to participate in group discussions in the classrooms and tutorial discussions to make the learning more students centric.

The college website has an online Study Portal for students with easy links to Swayam online Courses, UG/PG MOOCs, E-PG Pathshala, e-Content Courseware for UG/PG students, SWASYAMPRABHA, CEC-UGC YouTube Channel, National Digital Library, Sodhaganga, E-Shodh Sindhu, Vidwan, Online Learning Management System.

Apart from this, the college website has an online Study Portal for students with easy links to Swayam online Courses, UG/PG MOOCs, E-PG Pathshala, e-Content Courseware for UG/PG students, SWASYAMPRABHA, CEC-UGC YouTube Channel, National Digital Library, Sodhaganga, E-Shodh Sindhu, Vidwan, Online Learning Management System.

https://www.mlsmc.ac.in/conference_workshop.aspx

https://www.mlsmc.ac.in/library.aspx

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

78

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

44

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

903

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The overall performance of the students is measured on the basis of their achievement in formative and summative assessments as per the guidelines of affiliating University. For undergraduate classes, End Semester Examination (ESE) carries 70% marks for each subject and Continuous Comprehensive Assessment (CCA) in a particular subject carries 30% marks. The students will have to pass with 45% marks in both the components i.e. ESE and CCA separately to become eligible to be declared successful in a course. House Examination 15 Marks, Assignments / Seminars 10 Marks, Attendance 05 Marks.

For post-graduate courses evaluation scheme, as per university norms, is 20% Continuous Internal Evaluation (CIE)and 80 % End Semester Examination. CIE consists of 5 marks for attendance and 15 marks on the basis of house test/ class test.

Before the commencement of the end-semester examinations, the students are informed of their internal assessment scores and attendance percentage.

The students participating in sports and other co-curricular activities are given 25% weightage in the percentage of attendance.

Each student shall be given at least one written assignment per paper in each term.

The details of the internal assessment of all the students of the college are sent to the university through online posting along with the hard copies.

File Description	Documents
Any additional information	[View File]()
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has a transparent and efficient mechanism to deal with the examination-related grievances of the students. After the completion of Mid Term examinations and the evaluation process, the answer books are shown to the students. The awards are finalized after sorting out/removing the queries/doubts of students regarding evaluation.

The college collects the data on house exams from the concerned subject teachers. The concerned teachers also keep a record of house tests, attendance and assignments/project work and compile it for assigning internal assessments to the students.

Special tests are also conducted for those students (i) who due to some unavoidable circumstances are not able to take their house tests, and (ii) who participate in co-curricular and sports activities during house examinations.

The college has a RUSA Affairs committee and Student Grievances redressal committee which redresses students' grievances related to internal examinations.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.mlsmc.ac.in/grievance_red.aspx

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The teachers communicate the course outcomes of their respective courses to the students at the very beginning of the session/semester in the classes and explain to them the objectives and methods to achieve these outcomes. POs, PSOs and COs, are displayed on the college website. The college ensures the attainment of these outcomes through proper implementation of the timetable, house tests, class tests, assignments and project work etc. To promote academic growth and achieve programme outcomes, the college at the departmental level organizes seminars, workshops, competitions, tutorial classes, discussions and guest lectures. The college also organizes excursions, field trips and educational tours to give the students practical experience to establish a connection between the classroom understanding and real-life situations. The social relevance aspects of education are taken care of by motivating the students to participate in community-oriented programmes such as NCC and NSS. They are also encouraged to actively involve themselves in sports and cultural activities at the college as well as university level.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.mlsmc.ac.in/download/PO_PSO_CO.pdf
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The program outcomes are assessed with the help of course outcomes of the relevant courses through different direct and indirect methods. The knowledge and skills described in the course outcomes are assessed through University examinations, internal exams and

assignments. Various assessment tools for measuring Course Outcomes including Continuous Internal Assessment (Tutorials, Assignments, Project work, Labs, Presentations), Mid-Term Tests and End Semester Examinations, Feedback etc. are used. This evaluation pattern also helps to measure the Program Outcome.

The college at the departmental level organizes seminars, workshops, competitions, tutorial classes, discussions and guest lectures and also organizes excursions, field trips and educational tours to give the students practical experience to establish a connection between the classroom understanding and real-life situations for the achievement of both programme outcomes and course outcomes.

Finally, program outcomes are assessed at the end of each semester/year by the examination committee of the college, by comparing the results published by the university course-wise and the results of our college students. Comparative statements of results are prepared teacher-wise.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.mlsmc.ac.in/download/PO_PSO_CO.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

943

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mlsmc.ac.in/download/2022-23/Student-Satisfaction-Survey-Analysis-2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Since the college has only undergraduate and postgraduate courses and there is no research centre or any research committee in the institution. However, the college administration disseminates various guidelines and information regarding the availability of various research projects/grants sponsored by UGC / DST from time to time.

Some teachers of the college are engaged in research projects at present. The institution promotes research activities amongst the eligible faculty members under the Faculty Improvement Programme (FIP) of UGC by recommending their study leave.

The college has a well-stocked library with INFLIBNET, well-equipped laboratories and computer labs with internet facilities available for those who want to pursue research.

The institution makes constant efforts to instill a scientific temper amongst its students through various activities such as the celebration of Science Day, lectures on current issues, project work and field projects.

Therefore, the institution has not created an ecosystem for innovations including an incubation Centre and other initiatives for knowledge creation and transfer.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

02

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

01

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

21

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

4

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college conducts various extension activities at its level and in collaboration with different community organizations to sensitize the students to the various social issues and for their all-round development. The institution has two units of NSS comprising 100 students each, one unit of NCC (Boys and Girls) and two Red-Ribbon clubs.

To ensure community participation, the institution invites dignitaries from surrounding areas during various activities and programmes of NSS, NCC, Annual Sports Meet, CSCA function, Founder's Day, Annual function of the college etc. . The institution collaborates with different departments like police, judiciary, forest, fire, health and local administration in its outreach and extension activities to sensitize students.

Various extension and outreach programmes, such as blood donation camps, adoption of villages, visits to old age homes, afforestation, Swatch Bharat Abhiyan, awareness rallies, poster making and slogan writing competitions on current social issues

and celebration of significant days etc. are planned and organized. These extension activities instill among the students a sense of cooperation, a feeling of social responsibility and adjustments and dignity of labour which make a positive impact on the overall development of the personality of the students.

File Description	Documents
Paste link for additional information	https://www.mlsmc.ac.in/photogallery.aspx
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

04

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

33

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2009

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

02

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college infrastructure comprises of blocks A, B, C, D and E. Detail of the facilities available in the college for curricular and co-curricular activities in terms of classrooms, technology-enabled learning spaces, seminar halls, laboratories, specialized facilities and equipment for teaching and learning etc. is as follow:

1 Class Rooms and Lecture Theatres 39 (31 and 08)

2 Classrooms with wi-fi/LAN/LCD 20

3 Library 01

4 Seminar Halls with ICT facility 03

5 Physics Laboratory 05

6 Chemistry Laboratory 04

7 Botany Laboratory 02

8 Zoology Laboratory 02

9 Computer Lab. 03

10 Language Lab. 02

11 Material Research Lab 01

12 Labs in the Department of Education 05

13 Multi-purpose Labs in the Department of Physical Education 03

14 Girls Common Room 01

Specialized facilities and equipment for teaching, learning and research etc., such as Periscope, Over Head Projectors, D L Projectors, Slide Projector, LapTops, LCD TV, Handy Cam, Computing Equipment, LAN facility, Printer, Computers with Internet facility and Wi-Fi facility in the departments, offices, labs etc.

Physical facilities for Differently abled (Divyangjan) such as Ramps / Rails etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.mlsmc.ac.in/download/infra.zip

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The detail of the facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc. and cultural activities are as follow:

SPORTS

INDOOR GAMES

The college has facilities for indoor games such as Table Tennis, Judo, Wrestling, Dart Board, Weight Lifting, Carom, and Chess

OUTDOOR GAMES

The college has a spacious and picturesque playground with having

15583 Sqm area of 400, 200, and 100 Mtrs. tracks. Facilities for games like Cricket, Football, Hockey, Kho-Kho, Badminton, Volleyball, Basketball, Handball, Kabaddi, Tug of War, Lawn Tennis and Boxing with a covered 64 Sqm Boxing Ring are available in the college.

GYMNASIUM The sports complex building having an inbuilt area of 407 Sqm has one Yoga Hall and one multipurpose Hall and two fully equipped Multi-station Gymnasia with free weights and rods, dumb-bells, bicycles, treadmills, exercise balls and medicine balls.

CULTURAL ACTIVITIES

The college has one open stage with green rooms having an area of 150 sqm which is used for the major cultural events of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.mlsmc.ac.in/download/infra.zip

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

26

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https:.zip//www.mlsmc.ac.in/download/infra
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

147.22

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

In 2005 for the automation of the library, a computer and Soul software 1.0 (College Version) were purchased at the cost of Rs. 55000/-. A library staff member was given five days of training by INFLIBNET Centre Ahmedabad at Dr Y. S. Parmar University of Horticulture and Forestry Solan in 2010.

In 2010, for e-books and e-journals, the college library became a member of the N-List Programme which provides a large number of e-books and e-journals through "INFLIBNET Centre Ahmedabad" established by U.G.C. The Internet facility was also provided in the library in the same year.

In 2012, software for blind and low-vision students (JAWS) was also purchased at the cost of Rs.70,000. One library attendant was given training at CRC Sundernagar to operate this software.

In 2015 Soul 1.0 was upgraded to ILMS Software SOUL version 2.0 and the old computer was replaced by a new computer with the latest configurations. More than 80% of the books have been Automated since 2015. The college library has a membership of Delnet and N List.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://www.mlsmc.ac.in/onlinestudy.aspx

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-	**B. Any 3 of the above**

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

139496

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

102

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College website: - The College's website www.mlsmc.ac.in is used to share information about the events and activities.

```
Hardware configuration: 128 Desktops (with UPS) and 3 laptops, 14
printers,1 printer cum scanner, Projectors (09) and 1 photocopy
machine, for the benefit of the students and staff members.

Software: Software Which is used by the students, faculty members,
accounts office, and administration staff for admission and fee
collection through Payment Gateway.

Wi-Fi & Networking: The College is connected through LAN and the
entire campus is Wi-Fi enabled with an internet speed of 50 Mbps.

CCTV Surveillance Facility: 28 CCTV cameras have been installed
for effective monitoring and the safety/security of the students
and staff.

Cyber-Security: A licensed copy of antivirus has been installed on
all computer systems
```

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

119

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File]()

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File]()

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

47.01

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Annual budgetary provisions are made by the Managing Committee of the college for the maintenance and utilizing the laboratory, library, sports complex, computers, classrooms etc. The college carries out the repairs and maintenance through private agencies by inviting quotations and the concerned committees like the purchase committee, estate committee and building committee etc. to monitor the said work.

The college also makes spot purchases through the spot purchase committee to ensure the quality and the cost.

All labs are assisted by lab attendants/assistants under the supervision of the head of the concerned departments.

The college has appointed lab technicians for the calibration of the instruments in the labs. The gymnasium and sports instruments are looked after by the concerned staff. Outside help is taken for major repair work on the instruments as per the requirement and the college tries to purchase calibrated instruments. Different Stock taking committees make suggestions to weed out or to purchase the new one, or make suggestions for repair and calibration

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

130

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	**No File Uploaded**

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

1631

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

268

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

268

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	*View File*
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	*View File*
Details of student placement during the year (Data Template)	*View File*

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

59

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	*View File*
Details of student progression to higher education	*View File*

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

132

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The College Student Central Association (CSCA) of M.L.S.M. College Sundernagar is a representative of the student community nominated based on excellence in Academics, Sports, Cultural, NCC, NSS and

other activities in the college. CSCA is constituted in the college as per the constitution provided by the HPU, Shimla.

The President of the CSCA of the previous session works as the ex officio member of the college managing committee.

FOUR CENTRAL COMMITTEES OF CSCA:

- Academic Committee: To give feedback on behalf of the students regarding the review of syllabus, course structure, the introduction of new courses and academic facilities in CSCA meetings
- Cultural Affairs Committee: To organize the annual fest of the CSCA.
- Food, Health Hygiene Committee: It shall seek feedback from the student community and authorities and act accordingly to improve the quality of food and services provided in the Canteen/ Mess.
- Sports Committee: To coordinate all activities of the various games and will draw up the program of all sports activities based onthe calendar of H.P. University.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

139

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Yes, the college has a registered Alumni Association which was formed on 17/12/2009 vide registration No. Sundernagar 4/10 dated 11/02/2010. The college has reconstituted an alumni association named MLSMCOSA (Maharaja Lakshman Sen College Old Student Association). It has its website: http://www.mlsmcosa.org the aims and objectives of the association are: 1) to maintain union, friendship and fellowship among the old students of the college 2) to foster the interests of old students in the present-day activities and aspirations of the college 3) to cooperate with the college management and administration for the betterment of the college and students 4) to fund scholarships, awards and promote any other objectives of the college interest. 5) all the income and earning of the alumni association will solely utilized for the promotion of its aims and objectives The association holds its annual meetings to discuss about the development of the institution and what contribution it can make towards the development. From time to time the members of the MLSMCOSA formally and informally give valuable feedback and suggestions. The MLSMCOSA also prepares and uploads the database of students' progression to higher education on its website.

File Description	Documents
Paste link for additional information	http://www.mlsmcosa.org
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision of the institution is to maintain and impart high standards of education to the youth of the state, and to produce harmonious personalities by inculcating the spirit of tradition and modernity.

The institution aims at imparting an education that will create a sense of mission and devotion to society in the emerging generation and imbibe in it a social consciousness and an awareness of changing times.

The mission of the college is to meet challenges and unremittingly strive for excellence in adherence to the motto of the college: TILL HILL AND RIVER VANISH. We wish to inculcate a wide vision, a capacity to understand the views of others, to disagree without bitterness and to instill the spirit of humanity among students and staff. For that matter, the Managing Committee is the highest governing body of the institution. Its constitution is such, which gives representation to almost all the stakeholders, so that, it works for the materialization of vision, mission and motto.

Further, the Managing Committee has constituted various standing committees like the Finance Committee, Academic Affairs Committee, etc. to review different aspects of the functioning of the college and recommend changes in the policy formulation to the Managing Committee.

File Description	Documents
Paste link for additional information	https://www.mlsmc.ac.in/visiongoalandmission.aspx
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Managing Committee is empowered to provide effective leadership and also stress decentralization and participative management. The managing committee is constituted by giving representation to the teachers, non-teaching staff, CSCA president as students' representativeof the college and the Principal as the member secretary of the Managing Committee. Since the Principal of the college provides academic as well as administrative leadership in its day to day functioning of the institution, however, various committees are constituted including teaching, non-teaching and student representatives to extend help to the head of the institution for effective functioning.

File Description	Documents
Paste link for additional information	https://www.mlsmc.ac.in/download/MLSM-Prospectus-2021-22.pdf
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In order to cope with changes in the external and internal environment. A Strategic/perspective plan is needed for an educationalinstitution. With the increase in student strength infrastructure and resources are needed to be strengthened. For that matter, perspective plans are to be created. Since the college was a constituent college of the cluster university, the infrastructural grant of Rs. 11 Cr. was received under RUSA component-2 to the college and a separate building block was constructed by HPPWD. However, with the conversion of the cluster university to a state university that is Sardar Patel university Mandi, the building is now an asset of the State university but it is on the college campus.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.mlsmc.ac.in/download/MLSM-Prospectus-2021-22.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Managing Committee of the college is the main body of the institution and works for the achievement of its objectives to achieve academic excellence. Further, the college is running various courses under Grant in Aid system and the self-financingsystem. Policies are the standing plans derived from vision, mission and valid objectives. The college has stated all and therefore, it helps in running the institution effectively and efficiently. Welldecentralized administrative setup is established through a managing committee, its standing committees, having representation from all the stake holders, Principal HOD's, Committees of Teachers, Bursar {internal auditor-teacher} etc. The appointment and service rules that apply to the affiliated colleges are stated in the statutes and Ordinances of the affiliating University.The final approval of the affiliating university is sought for the regular posts of teaching and other appointments. In general, the Recruitment and Promotion rules of the HP Government, UGC, AICTE, and NCTE are also adhered to. The reasonable, rational procedure is generally adopted in the execution of policies, and administrative rules and in the day-to-day functioning of the college. Every effort is made to work without biases and be transparent.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The managing committee has taken the following welfare measures for its employees: EWS [Employees welfare scheme]:

- A unique Employees' Welfare Scheme (EWS) was introduced in August 2000 for employees. The members of the scheme and their dependents are reimbursed any amount which the employee has to pay for medical emergencies on a 100% basis as per government norms. In case of the unfortunate death of an employee, an ex-gratia grant of Rs. 20,000 to the next of kin of a deceased employee is provided under this scheme. To add to the income of the corpus, employees are entitled to seek loans for various purposes like repair or construction of the house, education and personal purpose on simple interest decided by Employees' Welfare Scheme (EWS) committee from time to time.
- The college adheres to all the welfare schemes of the state government such as GIS (Group Insurance Scheme), EDLI, EPF and Maternity Leave (as per HP govt. rules).
- EPF: To provide pension benefits to the employees, the managing committee makes contributionsEPF of the employees on the higher wage ceiling (Rs. 15000/-).
- The managing committee gives fee concessions to the warsof the employee to pursue their studies in this institution.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

01

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

63

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college has an established mechanism of submitting annual confidential reports (ACR) of the staff as a performance appraisal system to the Managing Committee through the Principal of the institution. The annual confidential report format covers various

areas of activities performed by the teachers. ACRs of nonteaching staff are reported by the supervising officer who could be the Superintendent of the office or the HOD's of different Departments or the Principal.

The performance appraisal reports are reviewed by the Managing Committee and whenever Management feels necessary, the same is communicated to the person concerned to explain the queries raised. These are communicated to the accepting authority for necessary action. Even the government of Himachal Pradesh reviews the ACRs of the teaching staff under GIA, for promotional and other financial benefits. This has improved the work efficiency and work culture in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

To ensure effective and efficient utilization of financial resources, the college performs two types of financial audits:

1. Internal Audit is carried out by the Bursar of the college as per requirements.

2. External Audit is done through a Chartered Accountant every year hired by the college. Audits are also conducted by the Govt. of Himachal Pradesh and the Accountant General of India.

The last audit was conducted by the college Chartered Accountant, M/s. Bhanot, Sapan and Associates, Nagrota Bagwan, Kangra for the financial year 2021-22.

No serious audit objections were raised in the previous year, but the following notes were reported:

- The advance taken by the employees shall be submitted in a specified time.
- The Loans and Advances balances are subject to confirmation.

- The Printout of the Books has to be taken and kept properly.
- Previous year's figure has been regrouped and reclassified wherever considered necessary.
- The TDS has been deducted on the payment or due basis whichever is earlier.
- We recommend that Institute shall compile the Balance sheet of all its Segments and file the Income tax return.

The last audit was carried out by AG Office, HP Government, on 21/11/2013; the objections raised have been removed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.12

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college makes earnest efforts for securing additional funding and utilizes the same for the growth and well-being of the institution.

- Raising funds for seminars from local industrialists and business houses.
- UGC general development and budgeted scheme grants under 12TH/ 13Th Plan
- MPLAD

- MLALAD
- Donation in the form of local philanthropists
- District Administration through Deputy Commissioner Mandi
- Corporate Houses of the state

Sources of institutional funding are:

- Grant-in-Aid from state Government for Aided regular staff
- Funds under Self-financing schemes
- UGC grant-in-aid
- Fee and funds from students
- Donations, Bank Interest
- Rental Income from bank and canteen

Deficit is met as follow;

- Ninety-five percent of the deficit grant towards the salary of regular aided courses employees by the state government
- Five percent of the deficit of salary by the Managing Committee.

The institution adopts three-tier process to monitor effective and efficient use of available financial resources.

1. The Principal and the Bursar oversee the financial practice and implementation.
2. The Finance Affairs' Committee of the Management considers the proposals regarding finance put forward to the principal in the form of Notes.
3. After discussions among the members of Finance Affairs' Committee, the Notes are put forward to the Managing Committee for consideration.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

For institutionalizing the quality assurance strategies and Planning, the IQAC wanted to get feedback from the various

stakeholders i.e., Students, Teachers, Parents and Alumni to analyze the institutional performance in different aspects.

To give access to the old students for using library resources.

To strengthen the mentor-mentee system. Since it was a post covid period, therefore, it was imperative to give the students socio-economic & emotional support to enhance their academic and personal growth.

In this hybrid learning period, there was a need to equip and upkeep the MIS system.

File Description	Documents
Paste link for additional information	https://www.mlsmc.ac.in/download/IQAC-Meetings-2021-22.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The feedback mechanism has developed a sense of responsibility and belongingness among the stakeholders. Innovative ideas and fruitful suggestions are coming to evaluate the learning environment of the institution.

The pass-out students of the college started using library resources for the preparation of the competitive examination.

An increase in the ICT enabled facilities to help teachers and students for taking their classes (online) and interact with the student through Google meet, Zoom meet, Teachmint, MOODLE, Youtube, GOOGLE Classroom, Whatsapp, Nanohub, Email, SMS etc.

Some teachers used virtual labs like Amrita, Sakshat, Digifrog etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mlsmc.ac.in/download/Annual-Report-2021-22-with-result-2020-21.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-educational institution since its establishment. There is equality in admission, academic, co-curricular and extracurricular activities. This spirit continued in 2021-22 and shall continue further. For this purpose, Gender champions have also been nominated to obey the UGC recommendations (Saksham Report) in the college. Gender champions are boys and girls above 16 years of age and envisaged as the responsible leaders who will facilitate an enabling environment within the college where girls are treated with dignity and respect.

'Red Ribbon Club' organizes health awareness programmes, and rallies and conducts workshops/lectures in this direction. The college has constituted the 'Women Grievance Redressal Cell' (WGRC) and 'Anti Ragging/Discipline committee' to ensure safety and security with the aim to maintain gender equity. The college has displayed the names along with contact numbers of WGRC and Anti Ragging/Discipline committee members on the college website and in the prospectus. These bodies took the following initiatives; WGRC identifies and receives the complaints against women sexual harassment, gender bias and crimes. The committee resolves cases after discussions in the meetings and takes the necessary actions if required.

File Description	Documents
Annual gender sensitization action plan	https://www.mlsmc.ac.in/download/WOMEN-GRIEVANCE-REDRESSAL-CELL-POLICY.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1V3-bl6xyNX4U43IF7PTcTrMshY4PnTer/view?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college makes every effort to keep the premises neat and clean. It has suitable arrangements for disposal of the waste. For liquid waste, the campus is attached to the I & PH sewerage system, and there is a soak pit for effluents from the Chemistry

labs.

The college has placed dustbins on each floor of different blocks and the campus for solid waste. The students are discouraged to throw any solid waste on campus. They are motivated to keep the campus clean through NSS activities and by participating in Swachata Abhiyan. The Municipal Committee of the town collects the solid waste of the college, Girls' hostel and college canteen.

The college does not produce any hazardous chemical, Biomedical and radioactive waste

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	View File
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

In the year 2021-22, the following steps were taken to prove an inclusive environment in the institution. We also believe in unity in diversity, that's why our students respect different religions, languages and cultures. Our students also celebrate the different festivals with joy and enthusiasm which helps them to implant social and religious harmony. To represent our linguistic, cultural regional and socioeconomic diversity, the college organizes NAVRAS, a cultural fest organized by the students of the college through different competitions. This year also the department of physical education celebrated Chhoti Diwali and Holi to instill a sense of harmony towards the teaching of religions. As a co-educational institution, students of all categories from different regions, states, districts and areas study together and experience unity in diversity.

Activities organized by NSS, NCC, and Red Ribbon Clubs of the college also promote tolerance and harmony towards diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Students and employees of the Institution are sensitized to the

constitutional obligations: values, rights, duties and responsibilities of citizens through following activities:

1. Celebration of important days:

Republic Day

Rashtriya Ekta Diwas

Ambedkar Jayanti

International women Day

National Voter Day

Constitution Day

As per article 51(A) of Constitution of India charts consisting of basic duties of a citizen under Legal Service Authorities are displayed in the office and in variuos departments.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.mlsmc.ac.in/pressrelease.aspx
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college organizes the national festivals and birth/death anniversaries of the great Indian personalities. Following days are celebrated with great fervor and enthusiasm by the staff and students:

National Voter Day 25 Jan

National Science Day (Sir C V Raman) on 28 February

Women's Day 8 march

Founder's Day 10 March

Pie Day 14 March

Ambedkar Jayanti on 14 April

Environment day 5 June

International Yog Divas 21 June

Lakshman Sen Jayanti 14 August

Sports Day (Major Dhyan Chand) on 29 August

Teachers' Day (Dr. Radha Krishnan) on 5 September

Hindi Divas 14 September

Gandhi Jayanti on 2 October

Rashtria Ekta Diwas (Sardar Patel) 30 October

Diwali with staff and students Holi with staff and students.

Students of the NCC participate in Republic Day Prade.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1ST BEST PRACTICE (LINK)

1. TITLE OF THE PRACTICE

Feedback mechanism

2. Objectives of the practice

To develop a sense of responsibility and belongingness to the institution among the stakeholders, to get innovative ideas and fruitful suggestion direct from the stakeholder for the further development of the institution.

2ND BEST PRACTICE (Link)

1. TITLE OF THE PRACTICE

Access to old students for using Library resources

2. Objectives of the practice

To provide/extend help to the old students in process of making there career.

File Description	Documents
Best practices in the Institutional website	https://www.mlsmc.ac.in/download/Two%20Best%20Practices.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

SELF-FINANCING COURSES: A PIONEER INSTITUTION To achieve academic excellence, as reflected in the vision and mission of the college, our college aims at imparting an education that produces intelligent, creative, and sensitive human beings that can respond positively to the challenges of changing times. The college also believes that courses which help our students find productive employment will contribute positively to social enrichment.

M L S M College is a pioneer institution to start courses under the self-financing scheme in the state of Himachal Pradesh. It was the first affiliated college to start the Bachelor of Business Administration (BBA) degree programme in the year 1996. In continuation of the same practice, the college was the first in the state to introduce the B. Ed. in 1998. The college started BCA in 2001, B.P.Ed. in 2007 and BPE in 2008 respectively. In July 2010 the college became the first in the state to start M.Sc's in Physics and Chemistry in 2010-11 followed by M. Sc. Botany and Zoology in 2013. The practice of starting self-financing courses has given excellent results and has positively impacted the college's academic environment.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Academics: The information, Career Guidance and Placement cell of the college has designed a format for the student of the college to conduct a "Career awareness and employability survey". After getting the response and analysis of the data the college plans to

get the interested students to register under a study circle and to provide them guidance and council them for competitive examinations which will result in the enhancement of the employability/

Although the pandemic was receding hybrid learning still continued. Again it is required to restore the whole academic process and interactive learning as such.

Infrastructure: 1. To Make the campus dust free

2. To get the bore well dug for regular water supply

3 To renovate the Girls'Common Room

4 To enhance surveillance through CCTV Camera

5 To beautify the Campus

1. CCTV Camera

2. Dust-free campus

3. Extention of library reading room

4. Competitive Examination preparation (Study Circle)

5. Strengthening of mentor-mentee system using the SWAYAM system

6. Enhance water facilities in the campus