



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		MAHARAJA LAKSHMAN SEN MEMORIAL COLLEGE
Name of the head of the Institution		P. K. Jamwal
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01907-266339
Mobile no.		9418483897
Registered Email		mail.mlsm@gmail.com
Alternate Email		drmv52020@gmail.com
Address		Dr. Mukesh Verma, HOD, Department of English. MLSM College, Sundernagar, Dist Mandi (HP)
City/Town		Sundernagar
State/UT		Himachal pradesh
Pincode		175018

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Mukesh Verma
Phone no/Alternate Phone no.	01907266639
Mobile no.	9418052020
Registered Email	mail.mlsm@gmail.com
Alternate Email	drmv52020@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.mlsm.in/images/PeerTeamReport.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.mlsm.in/images/Academic%20Calendar%202017-18.jpg

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.08	2018	26-Sep-2018	25-Sep-2023

6. Date of Establishment of IQAC	15-Jun-2015
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Automation of Library	17-Aug-2017	3037

	00	
College Management Software	24-Oct-2017 00	3037
Construction of Ramps	24-Oct-2017 00	4
Introduction of E-Resources	17-Aug-2017 00	3037
Addition of more class rooms	20-Feb-2018 00	0
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
None	Nil	None	2018 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Automation of Library College Management Software Construction of Ramps
Introduction of E Resources Addition of more class rooms

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

Plan of Action	Achivements/Outcomes
Automation of Library	In Progress
Up-gradation of furniture in the library	Added new chairs and tables
To start Honour classes in different faculties	Not materialized
On line e-resource membership for the institution	Membership sought
College Management Software	Purchased and installed
Enhance seating capacity of canteen	Drawing approved and work will start soon
Construction of Ramps for differently abled students	Work of Ramps completed
Facility for indoor games	Construction of upper story of sports complex started
Addition of Class rooms in the LSIBET building	The Managing Committee allowed to start the construction work to add more class rooms
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	25-Aug-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	15-Feb-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Management Information System (MIS) Management Information System is a central data repository which helps the institution in organizing, and storing student data. It processes and analyzes the student data which is used for various reports required by managing committee and other various government bodies. MIS reduces workload

streamlines the classroom / office functioning efficiently. This system is userfriendly and readily accessible. Data is being collected and stored on several parameters such as faculty, student enrolment, examination results, finance, planning and development, Parents (PTA) etc. • PTA It provides a parent login where parents can view student attendance track their performance which has helped them in increasing the attendance percentage of students. • Faculty It helps track faculty data such as qualifications, attendance, and performance etc.. • Planning and Development: Planning and development works are carried out by making use of MIS • Administration: All administrative work such as notices, notifications, and correspondences are made through mails and WhatsApp etc. MIS is used for preparing various reports required by the managing committee and government bodies. • Finance and Accounts: The transactions are made through echallans. It maintains the Books of Accounts properly which helps in auditing procedure. • Student Admission, Enrolment and Support: The records of the admitted students are maintained through MIS. In some classes the online admission procedure is followed. The college provides online facilities for filling various scholarship forms. • Examination : Examination related details are made available to the students through MIS.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution has the mechanism for planned curriculum delivery and documentation. It ensures the effective implementation of the curriculum through the academic calendar framed by the university and published in the college prospectus. The action plan for the same is finalized at the beginning of each academic semester. The Principal conducts meetings with different departments separately to discuss the workload of each teacher according to the number of teaching hours allotted in the curriculum. In these meetings, to ensure the effective transaction of teaching-learning process, the heads of different departments discuss at length the curriculum and the changes (if any) made by the university, requirements for additional staff (teaching and non-teaching), need for reference books / journals, instruments and any other teaching aids etc. well in advance to take the necessary decisions. A tentative

time-table is framed by the Time-Table Committee of the college for the whole semester keeping in view the students' general problems regarding the combination of subjects as laid down by the university. After receiving students' grievances regarding clashes in periods due to subject choices, the problems of bus services (especially of the girl students) etc., the final time-table is displayed on the very first working day. To ensure effective implementation of the curriculum, the Principal seeks feedback from the heads 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. In addition to the basic facilities for class room teaching, the college provides support materials in the form of library books, journals, magazines and internet facilities etc. to both the teachers and the students. 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. Teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, projects and seminars apart from regular / traditional teaching methods. For effective delivery of the curriculum, the institution gives weightage to students' participation in academic interactions at various levels, and at the same time, sufficient consideration is given to the overall development of students by encouraging them to actively participate in the co-curricular activities of the college. The college also maintains a constant liaison with the university through formal or informal discussions with senior faculty in the university via telephonic conversations, e-mails and meetings. 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. The institution follows the rules of the Himachal Pradesh University regarding the implementation of the curriculum. Any changes / directions in the curriculum made by the university are made available to the Heads of the Departments by the college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
None	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Functional English	01/07/2017	38
English Communication Skills	01/07/2017	554
Creative Writing , Book and Media Reviews	01/07/2017	111
Computer Application in Business	01/07/2017	105
E-Commerce	01/07/2017	105
Entrepreneurship	01/07/2017	115
Personel selling and Salesmanship	01/07/2017	115
Environment Science	01/07/2017	911
Karyalaya Hindi	01/07/2017	19
Anuvaad Vigyan	01/07/2017	19
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Internships	100
BBA	Internships	30
BSc	Field Trips	117
MSc	Field Trips	30
MSc	Field Trips	29
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The college collects feedback from various stakeholders i.e. Students, Teachers, Parents and Alumni to analyze the institutional performance on different fronts. The IQAC of the college has formed a committee namely Feedback Governing Council to collect, analyze, prepare action taken report of the feedback and get uploaded on the college website. The Feedback Governing Council collects feedback under the following broad heads: 1. Feedback on

Curriculum, Curriculum Delivery and on different aspects like Administration, Library, Sports and other facilities from students. 2. Feedback on overall institutional performance from Alumni 3. Feedback on facilities provided and holistic development of the students from the parents 4. Feedback on the Curriculum and Curriculum Delivery and the suggestions if any from the teachers. Earlier the college used to collect feedback manually by circulating questions to different stakeholders. From the session 2018-19 the Feedback Governing Council has developed a structural mechanism to collect and analyze the feedback from all stakeholders through online by using Google Form. This Google Form is available on college website. These feedback forms are made available to teachers, alumni and parents at the end of each semester/ year and to students when they seek admission in the next class/semester. The stakeholders by using their email ID can login and fill the given questions covering different aspects of teaching learning process. Feedback is also collected by sending questionnaires to some parents and alumni whose email addresses are not available with the college through Whatsapp. Google generates question wise graphic analysis of the feedback. The Feedback Governing Council thoroughly studies each and every Google analysis of the question and prepares a detailed analysis report of the feedback received and the suggestions given by the various stakeholders. The analyzed reports are forwarded to the IQAC of the college for further deliberations. The feedback received from different stakeholders is utilized for overall development and improvement of the college. The IQAC and Feedback Governing Council discuss the analysis report and sort out the important suggestions along with the weak and strong areas of teaching learning process. A detailed list is prepared and is forwarded to the Principal of the college, who is also the Secretary of the Managing Committee for further necessary action. The Principal forwards the feedback to the concerned Board of studies of the university / concerned departments /teachers/offices/library for consideration. Where the finance or other formalities are required to fulfill the constructive feedback, the Principal discusses with the President Managing Committee, highest governing body of the college. The said suggestions are discussed at length with the Management by the Coordinator IQAC and the Principal in the annual managing committee meeting. After due consideration, the Action taken report of the feedback is prepared by the Feedback Governing Council and put forward to the secretary cum principal of the college and get dully signed by the convener of Feedback Governing Council and the Principal. The Feedback Analysis and Action Taken Reports, dully signed by the signatories, are uploaded on the college website.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	NIL	557	552	552
BSc	NIL	1282	1271	1271
BCom	NIL	386	353	353
BCA	NIL	180	121	116
BEd	NIL	220	220	220
MSc	Chemistry	80	138	80
MSc	Physics	80	123	79
MSc	Botany	60	112	59
MSc	Zoology	60	123	59

BBA	NIL	180	78	76
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	2760	277	70	14	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
79	58	9	9	Nil	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has developed a well organized mentoring system from the session 201718. Earlier the academic progress of the students was monitored by the class / subject teachers but had not much scope to look into the strengths and weaknesses of a student from his / her personal perspective. Mentor mentee system has helped the teachers to understand the basic and universal as well as personal problems of the students. Similarly, this system has provided an opportunity to the students to freely approach and interact with their mentors. In this way, the mentors remain constantly in touch with the students to council and help them to cope up with their personal /academic problems. The college assigns mentorship to all the teachers of different departments. Being a multifaculty institution, this mentoring system has been developed in two ways: a) The mentoring system in BA, B.Sc. and B.Com where the number of students is large b) Classes having fix number of seats c) Mentoring system for online add on courses For the large strength the concerned mentor splits his/her class into small groups and one student of each group acts as leader of the unit. The said leader prepares the personal and academic data of students of his/her group and hands over the same to the teacher in charge. The mentor keeps the record of his/her mentees and studies the data carefully. This helps the teacher to know and understand the family/financial background, previous education sought, strengths and weaknesses of each student of his/her class. It also helps the teacher to sort out weak and advance learners of his/her class. After understanding the needs and requirements of the students, the concerned mentors place the same at the right platforms. Similarly, the students understand the organizational culture on one hand and develop values of cooperation and coordination on other hand. In the classes having fix number of seats, the teachers themselves prepare the data and keep with themselves. The college has started online Add on courses in collaboration with IIT, Bombay under Spoken Tutorial Project supported by the National Mission on Education through ICT of MHRD, Govt. of India, to promote IT literacy and skills among students. Teachers from different faculties act as mentors for different courses opted by the students from various streams. This has increased the interdisciplinary approach among the students and the teachers. The introduction of mentorship has proved beneficial for both students and teachers. Most of the teachers have willingly started devoting extra hours for weak and advance learners besides their allotted workload, because of the close intimacy with the students. Mentoring system has generated parental feeling among students for their teachers. Due to the increase in teacher student interaction, it has improved class attendance and well as discipline in the campus.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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2.4 – Teacher Profile and Quality**2.4.1 – Number of full time teachers appointed during the year**

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
87	84	3	9	42

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. Latesh Kapoor	Associate Professor	HPCMA -Best Paper Award -2017 Runners Up, Himachal Pradesh Commerce Management Association

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2.5 – Evaluation Process and Reforms**2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year**

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	1 Semester	11/11/2017	17/05/2018
BSc	Nill	1 Semester	13/11/2017	17/05/2018
BCom	Nill	1st Semester	27/10/2017	17/05/2018
BA	Nill	3rd Semester	13/11/2017	11/04/2018
BSc	Nill	3rd Semester	13/11/2017	11/04/2018
BCom	Nill	3rd Semester	30/10/2017	11/04/2018
BA	Nill	5th Semester	27/11/2017	17/03/2018
BSc	Nill	5th Semester	18/11/2017	17/03/2018
BCom	Nill	5th Semester	18/11/2017	17/03/2018
BA	Nill	2nd Semester	07/05/2018	13/09/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has no power to make any evaluation reforms on its own. It only implements the reforms made by the affiliating university regarding internal assessment and evaluation. The Himachal Pradesh University has made substantial reforms in the evaluation system by switching from semester system to annual system in undergraduate classes from the session 201819 keeping in view the topographical as well as geographical conditions of the state. The college has adopted the system of 30 Internal Assessment (CCA) and 70 End Semester Examination (ESE) for under graduate classes as per the guidelines of the H. P.

University. The college at its own has constituted different committees (the RUSA Committee, Examination Committee, Academic Affairs Committee) to ensure the effective implementation of the evaluation reforms. All the notifications regarding evaluation reforms from the H.P. University are communicated to the faculty through office circulars well in time. The general guidelines regarding Continuous Comprehensive Assessment (CCA) and End Semester Examination (ESE) are given on the very first page of the attendance register to sensitize the students about the general guidelines regarding house tests, class tests, assignments and attendance for the whole academic session. The college at its own level has adopted the following evaluation methodology to evaluate the performance / achievement of students: Class room attendance of the students, performance in class tests and house tests. The IQAC of the college has been formed to monitor and evaluate the quality of the teaching learning process.

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

The college follows a complete academic calendar for the whole session provided by the affiliating University. In addition, it also prepares its own annual calendar of various activities which is published in the prospectus before the commencement of the academic session. Teaching learning and evaluation proceeds according to these schedules. The college strives to impart student-centric learning. Regular classes are conducted and attendance records are maintained by each teacher. Seminars / discussions are conducted by different departments and students are encouraged to actively participate in these activities. Formative assessments are planned and executed by the college. The provisional dates for house tests are declared well in advance so that students can be better prepared for the evaluation process. Performance of the students is monitored and evaluated through class tests, house tests, assignments, project works and seminars as per the schedule. The performance of the students is communicated to them by the concerned teachers in their respective classes which help them to become aware of their weaknesses and strengths. The college conducts result analysis of the courses and compares the results of the college with that of affiliating university. In general, the teachers complete the curriculum within the stipulated time frame of the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.mlsm.in/download/PO_PSO_CO.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nil	BA	VI Semester	138	55	39.86
Medical	BSc	VI Semester	142	75	52.82
Non-Medical	BSc	VI Semester	241	127	52.7
Nil	BCom	VI Semester	105	78	74.29
Zoology	MSc	IV	29	29	100

		Semester			
Botany	MSc	IV Semester	30	30	100
Physics	MSc	IV Semester	39	39	100
Chemistry	MSc	IV Semester	40	40	100
Nill	BPEd	IV Semester	38	38	100
Nill	BEd	IV Semester	120	120	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[_https://www.mlsm.in/FeedbackAnalysis_2017_18.aspx_](https://www.mlsm.in/FeedbackAnalysis_2017_18.aspx)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	3	2.2
International	Biosciences	2	2
International	Chemistry	1	1.9
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	4
Physics	2
BBA	1
B.Ed.	13
Biosciences	3
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Quaternary Semiconductors Cu ₂ MgSnS ₄ and Cu ₂ MgSnS ₄ this as Potential Thermoelectric Materials	Dr. Sonu Sharma	Journal of Physics Communications	2017	1	School of Basic Sciences, Indian Institute of Technology Mandi, Kamand	1
Tuning the Thermoelectric Properties of YNiBi Half Heusler Alloy	Dr. Sonu Sharma	Material Research Express	2018	1	School of Basic Sciences, Indian Institute of Technology Mandi, Kamand	1
Investig	Dr. Sonu	Chinese	2017	3	School	3

ation of E lectronic, Magnetic and transport properties of Full- Heusler alloys Fe ₂ TiX(XAs and Sb)	Sharma	Journal of Physics			of Basic Sciences, Indian Institute of Technology Mandi, Kamand	
Transcri ptome and co-express ion network analyses indentify key genes regulating nitrogen use efficiency in Brassica juncea L.	Dr. Parul Goel	Scientific Reports	2018	Nill	Department of Biotech nology, National Agri-Food Biotechnol ogy Institute, Sector 81, Knowledge City, Mohali, Punjab, 140306, India	Nill
Karyotopic study on Sspilosoma dalbergiae (Moore) Le pidoptera: Arctiidae from HP	Dr. Ranjna thakur	Journal of Cytology and Genetics	2017	Nill	MLSM College Su ndernagar	Nill
Temperat ure dependent aggregatio n of bio s urfactants in aqueous solutions of galactose and lactose: Volumetric and viscom etric approach .	Dr. Vivek Sharma	Chinese Journal of Chemical E ngineering	2017	Nill	MLSM College Su ndernagar	Nill

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
Temperature dependent aggregation of biosurfactants in aqueous solutions of galactose and lactose: Volumetric and viscometric approach .	Dr. Vivek Sharma	Chinese Journal of Chemical Engineering	2017	Nil	Nil	MLSM College Sundernagar
Karyotypic study on <i>Sspilosoma dalbergiae</i> (Moore) Lepidoptera: Arctiidae from HP	Dr. Ranjna Thakur	Journal of Cytology and Genetics	2017	Nil	Nil	MLSM College Sundernagar
Transcriptome and co-expression network analyses indentify key genes regulating nitrogen use efficiency in <i>Brassica juncea</i> L.	Dr. Parul Goel	Scientific Reports	2018	4	4	Department of Biotechnology, National Agri-Food Biotechnology Institute, Sector 81, Knowledge City, Mohali, Punjab, 140306, India
Investigation of Electronic, Magnetic and transport properties of Full-Heusler alloys $Fe_2TiX(XAs \text{ and } Sb)$	Dr. Sonu Sharma	Chinese Journal of Physics	2017	7	3	School of Basic Sciences, Indian Institute of Technology Mandi, Kamand

Tunning the Thermo electric Properties of YNiBi Half Heusler Alloy	Dr. Sonu Sharma	Material Research Express	2018	7	1	School of Basic Sciences, Indian Institute of Technology Mandi, Kamand
Quaternary Semiconductors Cu ₂ MgSnS ₄ and Cu ₂ MgSnS ₄ this as Potential Thermoelectric Materials	Dr. Sonu Sharma	Journal of Physics Communications	2017	7	1	School of Basic Sciences, Indian Institute of Technology Mandi, Kamand

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	6	14	Nil	1
Presented papers	6	14	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil

[View File](#)

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day (21.06.2018)	NCC M.L.S.M. College Wing, Schools and Police Department of Sundernagar	2	45
Seven Days Special Camp (30.12.2017 to 06.01.2018)	As per Direction by the HPU Shimla	22	102
AIDS Awareness Rally (01.12.2017)	Red Ribbon Club MLSM College Unit	3	147
Block Level Declamation Contest (04.12.2017)	Nehru Yuva Kendra Mandi	5	30

Samrasta Diwas Celebration on 06.12.2017	ABVP MLISM College Unit	3	28
Oath taking on Constitution Day (27.11.2017)	As per Direction by the HPU Shimla	3	137
Oath taking on Ekta and Sadhbhawna Diwas (31.10.2017)	As per Direction by the HPU Shimla	17	129
Swachhta Pakhwara (01.08.2017 to 15.08.2017)	As per Direction by the HPU Shimla	2	125
Awareness derive on Swachh Bharat Abhiyan (29.07.2017)	NHAI, Centre for Sustainable Development	14	87
Declamation Compition to celebrate Womens Day (08-03-2018)	NCC M.L.S.M. College Wing	1	5
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
H.P. State Mega Camp	Selected as Volunteer	HPU Shimla	4
National Integration Camp	Selected as Volunteer	HPU Shimla	2
North Zone Pre RD Camp	Selected as Volunteer	HPU Shimla	1
Republic Day Parade, Delhi	Selected for RDC, Delhi	NCC, HP	3
Rajpath Parade, Delhi	Participated in Rajpath Parade	NCC, HP	1
Republic Day Parade, Delhi	All India Guard Commander	NCC, HP	1
Lead Singer of Punjab, Haryana, Himanchal Pradesh and Chandigrah Directorate	Lead Singer	NCC Directorate	1
Prime Ministers Rally	Selected for P Ms Rally	NCC Directorate	1
Advance Leadership Camp	Only two Cadets Selected from Himachal Pradesh	NCC Directorate	2
National Integration Camp	Selected for National Intergration Camp	NCC Directorate	4

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Health and Hygiene	NCC M.L.S.M. College Wing	Yoga Day Celebration (21-06-2018)	1	50
Save Environment	NCC M.L.S.M. College Wing	World Environment Day (05-06-2018)	1	21
Health and Hygiene	NCC M.L.S.M. College Wing, Schools and Police Department of Sundernagar	International Yoga Day Celebrations	2	45
AIDS Awareness	Red Ribbon Club MLSM College Unit	AIDS Awareness Rally (01.12.2017)	3	76
Save Environment	Nehru Yuva Kendra Mandi	Block Level Declamation Contest (04.12.2017)	5	30
Gender Issue	MLSM Unit	Samrasta Diwas Celebration on 06.12.2017	3	28
Gender Issue	HPU Shimla	Oath taking on Constitution Day (27.11.2017)	3	137
Gender Issue	HPU Shimla	Oath taking on Ekta and Sadhbhawna Diwas (31.10.2017)	17	129
Swachh Bharat	HPU Shimla	Swachhta Pakhwara (01.08.2017 to 15.08.2017)	2	125
Swachh Bharat	NHAI, Centre for Sustainable Development	Swachh Bharat Abhiyan (29.07.2017)	14	87

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
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NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Teaching Learning	Teaching Practice	N/A	08/05/2018	07/06/2018	100
Workshop on Inclusive Education	Workshop	CRC Sundernagra	26/03/2018	28/03/2018	100
Project Work	Summer Training	N/A	01/01/2018	31/01/2018	30
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
458.47	288.01

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Others	Existing
Number of important equipments	Existing

purchased (Greater than 1-0 lakh)
during the current year

Classrooms with Wi-Fi OR LAN

Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33059	5531721	929	299626	33988	5831347
Reference Books	4650	1382930	281	134552	4931	1517482
Journals	8	8080	4	5258	12	13338
Digital Database	1	5750	1	19470	2	25220
Weeding (hard & soft)	4170	330586	363	54871	4533	385457

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	99	58	80	10	10	14	7	38	0
Added	0	0	0	0	0	0	0	0	0
Total	99	58	80	10	10	14	7	38	0

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

38 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
43.45	2167192	84.9	1938742

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>Annual budgetary provisions are made by the Managing Committee of the college for the maintenance and upkeep of the infrastructural facilities and equipments. The college carries out the repairs and maintenance through private agencies by inviting quotations and the concerned committees like purchase committee, estate committee and building committee etc. to monitor the said work. The college also makes spot purchases through 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 a separate fund which is utilized to fill the requirements of procurement, upgradation, deployment, maintenance of the computers and their accessories as and when needed.</p> <p>https://www.mlsm.in/download/Procedure & Policies 2017-18.pdf</p>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Support to Economically Poor	32	76100
Financial Support from Other Sources			
a) National	1 Kalpana Chawla Chattervriti Youjna 2 IRDP 3 Post metric scholarship scheme to SC students 4 Post metric scholarship scheme to ST students	100	2367870
b) International	NIL	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability	Date of implementation	Number of students	Agencies involved
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enhancement scheme		enrolled	
Soft Skill	16/03/2018	83	IBS Gurgoan
Language Lab	13/07/2017	38	Department of English Department of Education
Remedial Teaching	12/08/2017	14	Department of Education
Personal Counselling	12/08/2017	100	Department of Education
Personal Counselling	01/06/2017	76	Red Ribbon Club MLSM College Unit
International Yoga Day	21/06/2017	95	NCC NSS Units
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Guidance for TET competitive examination	100	Nil	Nil	Nil
2018	Recruitment Drive	Nil	36	12	12
2018	Workshop for Career Counseling	83	83	Nil	Nil
2018	Special Lecture for Career Guidance	97	97	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

M/S Corpus Consulting	64	9	M/S Ganpact Ltd. TCS	35	3
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	B.Sc.	Mathematics	MLSM College	B.Ed.
2018	6	B.Sc.	Mathematics	MLSM College	M.Sc. Chemistry
2018	11	B.Sc.	Biosciences	MLSM College	M.Sc. Zoology
2018	10	B.Sc.	Biosciences	MLSM College	M.Sc. Botany
2018	6	B.Sc.	Chemistry	MLSM College	M.Sc. Chemistry
2018	4	B.Sc.	Chemistry	Central University HP	M.Sc. Chemistry
2018	6	B.Sc.	Chemistry	MLSM College	B.Ed.
2018	1	B.Sc.	Biosciences	H.P. University	M.Sc. Botany
2018	1	B.Sc.	Biosciences	H.P. University	M.Sc. Envir onment Science
2018	10	B.Sc.	Biosciences	MLSM College	B.Ed.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nil
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Inter College Hockey (Men)	State	300
Inter College Hockey (Women)	State	190
Inter College Cricket (10 matches and Final)	State	160
Athletic Meet	Local	500

Sport Day Celebration	Local	150
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Gold Medal in Senior National Kabaddi	National	1	Nil	9267	Bhawana
2017	Gold Medal in Junior National Championship	National	1	Nil	9269	Reena Kumari
2017	Silver Medal in Federation Cup Kabaddi India	National	1	Nil	9267	Bhawana
2017	Third Position in all India Inter University	National	1	Nil	9269	Reena Kumari
2017	Runners up North Zone Inter-University	National	1	Nil	9267	Bhawana

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College Student Central Association (CSCA) of M.L.S.M. College Sundernagar is a representative of the student community nominated on the basis of excellence in Academics, Sports, Cultural, NCC, NSS and other activities in the college. The College Student Central Association (CSCA) is constituted in the college as per the constitution provided by the Himachal Pradesh University, Shimla. The CSCA comprises of four office bearers from different faculties viz. i) President ii) Vice President iii) Secretary iv) Joint Secretary along with class / department representatives. The student representatives on the CSCA hold office for a period of 1 year. The CSCA functions under the guidance of an advisory committee. As per the constitution, the President of the CSCA of the previous session works as the ex officio member of the college managing committee, the highest decision making body of the institution. This helps the managing committee to take relevant decisions in the interest of the students.

The CSCA continuously strives to identify student-related issues and helps to resolve them. Most of the activities of the college, throughout the session, are organized under the supervision of the CSCA. 4. FOUR CENTRAL COMMITTEES OF CSCA: i. Academic Committee ii. Cultural Affairs Committee iii. Food, Health Hygiene Committee iv. Sports Committee Roles and Responsibilities of Class and Departmental Representatives: i) The academic committee shall look into matters related to academic activities The 18 Class Representatives (CRs) and 5 Departmental Representatives (DRs) will be part of the Academic Committee who shall be responsible for the coordination between the institution and the students, will be expected to give feedback on behalf of the entire class regarding review of syllabus, course structure, introduction of new courses and of academic facilities in CSCA meetings. ii) The Cultural Affairs Committee shall coordinate all activities of the clubs and societies and will prepare the road map of all cultural activities keeping in consideration the H.P. University calendar for Youth Festival. It shall regularly review the progress of cultural events and offer suggestions to modify the plan of individual club and society. It will organize NAVRAS, the annual fest of the CSCA. The fest organizing committee is a subcommittee under the Cultural Affairs Committee of the Student Council. iii) Food, Health Hygiene Committee shall be represented by the General Secretary. The functions of the committee include discussions on all matters pertaining to canteen / mess facilities in the college campus and hostel. It shall seek feedback by the student community and authorities and act accordingly to improve the quality of food and services provided in the Canteen/ Mess. iv) Sports Committee shall coordinate all activities of the various games and will draw up the program of all sports activities on the basis of sports calendar of H.P. University. Events' Calendar shall be prepared in every semester based on the proposals made by the various game in-charges. The committee shall review the progress of games and sports events and shall offer suggestions to meet the objectives of the CSCA.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, the college has a registered Alumni Association which was formed in 17/12/2009 vide registration No. Sundernagar 4/10 dated 11/02/2010. For some reason or the other it could not remain active. The college has reconstituted alumni association named MLSMCOSA (Maharaja Lakshman Sen College Old Student Association). It has its own 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. Time to time the members of the MLSMCOSA formally and informally give valuable feedbacks and suggestions. The MLSMCOSA also prepares and uploads the data base of students progression to the higher education on its website.

5.4.2 – No. of enrolled Alumni:

74

5.4.3 – Alumni contribution during the year (in Rupees) :

17280

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Two Practices of Decentralization and Participative Management

1. The Managing Committee which is the highest governing body of the institution, has two members from teaching and one member from nonteaching staff, who are elected by their respective staff members and the Management has no role in their selection. Two other members from teaching and one from nonteaching are being nominated as members. All the members enjoy equal rights in the Managing Committee. It is also the first college in the state to give representation to students by nominating the outgoing President of CSCA as a member of the college Managing Committee. The Managing Committee has established various standing committees like the Finance Committee, Academic Affairs Committee, Administrative Affairs Committee, LSIBET Advisory Committee and Departmental Promotion Committee, which have the nominated members from teaching and nonteaching, to review different aspects of the functioning of the college and recommend changes in policy to the Managing Committee. The Managing Committee works in consultation with teachers to find out and improve the areas of weaknesses.

2. The college has Employees' Welfare Scheme (EWS) which was framed solely by the employees of the institution (teaching and nonteaching) for the welfare of the employees in consultation with the Managing Committee. EWS is a unique scheme which facilitates medical reimbursement to its employees along with loan facility on simple interest basis for different purposes. The corpus of the scheme was initially contributed by the management. Employer and the employees regularly contribute on the basis of 1:1 which is at present 1:4.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission The college observes complete transparency in admission process. Admission committees are formed which guide and counsel the students about different subject combinations. The admits the students as per the number of seats fixed the competent authorities. In M.Sc.'s and B. Ed. programmes students are admitted on the basis of test conducted by affiliating university. In BPE and B.P.Ed. students are admitted on the basis of merit and ground test conducted by a committee constituted by the H.P. University.
Industry Interaction / Collaboration	Industry Interaction / Collaboration The department of Business Administration assigns its students

with project work and makes them visit the business and industrial organizations so that they can have interaction with the industries to complete their projects. The Department of Education and Physical Education have the collaboration with Composite Regional Centre (CRC), Sundernagar which conducts workshops the students of the said departments every year.

Human Resource Management

Human Resource Management The institution motivates and supports faculty to participate in Orientation programmes, Refresher courses, Seminars, Workshops etc. for their academic growth. Faculty members are assigned duties as conveners of different sub-committees formed by the Principal to have managerial as well as administrative experiences. The college also makes arrangements for the professional training of the teaching as well as nonteaching staff.

Library, ICT and Physical Infrastructure / Instrumentation

The automation of library is in process. No. of ICT facilities, Journals, e-journals and e-books and the seating capacity have been increased. • The college has made its campus free wi-fi enabled. To enhance the ICT facilities, the Bandwidth internet connection has been increased from 40 MBPS to 88 MBPS. Many more systems have been added to the existing one. •The flood lights were installed in the college campus to make it visible even during night and CCTV were installed in the whole campus including separate one for library and girls' hostel. •More equipments and instruments in different laboratories have been added.

Research and Development

Research and Development The teachers of the college are active in research activities. The faculty publishes research papers and research articles in national and international journals. The college encourages its teachers to participate in academic seminars by granting leave. The institution also makes constant efforts to instill a scientific temper among its students through minor research project works. To enhance research culture in the institution the college has established a material research lab in the department of Physics.

<p>Examination and Evaluation</p>	<p>Examination and Evaluation It is the affiliating university which conducts semester end / year end examinations and the evaluation process. The college only implements the reforms made by the affiliating university regarding internal assessment and evaluation. The college at its own has constituted different committees (the RUSA Committee, Examination Committee, Academic Affairs Committee) to ensure the effective implementation of the evaluation/examination reforms. The college at its own level has adopted the following evaluation methodology to evaluate the performance / achievement of students: Class room attendance of the students, performance in class tests and house tests.</p>
<p>Teaching and Learning</p>	<p>Teaching Learning To impart student-centric learning the college adopts an inclusive approach to maintain equity and ensures access to all the resources of the college. Regular classes are conducted and attendance records of the students are maintained. The college organizes seminars, workshops, competitions, tutorial/remedial classes and discussions etc at the departmental level to promote academic growth. To assess the performance of learners, formative assessment is planned and executed by the college through regular class tests and House Examinations. The overall performance of the students is measured on the basis of their achievement in formative and summative assessments.</p>
<p>Curriculum Development</p>	<p>Curriculum Development: Curriculum is prepared and designed by the affiliating university. The institution ensures the effective implementation of the curriculum through the academic calendar framed by the university. Distribution of workload and framing of timetable is done in time. The college provides all the basic facilities for the effective delivery of curriculum in class room teaching, support materials in the form of library books, journals, magazines and internet facilities etc. to both the teachers and the students. Teachers are encouraged to impart the curriculum through innovative teaching methods.</p>

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

E-governance area	Details
Planning and Development	Planning and Development Planning and development works are carried out by making use of ICT facilities. For purchasing of equipments, furniture and other developmental projects, online quotations are invited.
Administration	Administration For faster and more efficient delivery of public services and improving internal efficiency, all administrative work such as notices, notifications, and correspondences are made through mails and WhatsApp etc. The office is ICT enabled and all data keeping is done through ICT tools. The college have Biometric attendance for teaching and nonteaching staff. The college campus has CCTV Cameras surveillance.
Finance and Accounts	Finance and Accounts: The college uses the Tally software for proper and efficient functioning of Finance and Accounts. The transactions are made through echallans. The administrative office keeps all the financial records separately as per the events and transactions made for. It maintains the Books of Accounts properly which helps in auditing procedure.
Student Admission and Support	Student Admission and Support: The college uses ICT facilities for the admissions of the students in various classes. The records of the admitted students are maintained through e-governance. In some classes the online admission procedure is followed. The college provides online facilities for filling various scholarship forms.
Examination	Examination: The college extends ICT support to the students to fill online examination forms. Examination related details are made available to the students on college website. The college has an exclusive service counter which provides every supports to the students' grievances related to online examinations and results

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support
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		support provided	fee is provided	
2017	Nil	Nil	NIL	Null
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	Null	Null	Null	Null
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Null	Null	Null	0
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
31	53	20	27

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Employees Welfare Scheme EWS	Employees Welfare Scheme EWS	Freeship Scholarship

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

To ensure effective and efficient utilization of financial resources, the college performs two types of financial audits: 1 Internal Audit which 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. Last audit was conducted by the college Chartered Accountant, M/s. Bhanot, Sapan and Associates, Nagrota Bagwan, Kangra on 16/12/ 2017 for the financial year 2016-17. No serious audit objections were raised in the last five years, but some 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 figure has been regrouped and reclassified wherever considered necessary. The last audit was carried out by AG Office, HP Government, on 21/11/2013 the objections raised have been removed. Compliance: ? Arrears of previous years have been deposited. ? Notices were issued to the employees to settle their advances.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
CPS Sohan Lal/ Mahindra Finance/ Chief Minister of HP /M/S Khardanda General Store	2145500	For construction Work
View File		

6.4.3 – Total corpus fund generated

2145500

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

1. PTA of the college contributed Rs. 3 Lac for the glazing work of Bramandas of Dept. of Chemistry and Biosciences. 2. PTA of the college spent Rs. 3 Lac for the repair and maintenance of Administrative Block. 3. PTA of the college installed two water coolers at the cost of 1 Lac Rupee, one in the Sports Complex and second in the Library.

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

NIL

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

NA

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Automation of Library	17/08/2017	Nil	Nil	3037
2017	College Management Software	24/10/2017	Nil	Nil	3037
2017	Introduction of E-	17/08/2017	Nil	Nil	3037

	Resources				
2017	Infrastructure for indoor games	Nil	Nil	Nil	3037
2017	Construction of Ramps for differently abled students	Nil	Nil	Nil	4
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Orientation Programme and exposure visit organized by AIDS control Society-Mandi.	06/10/2017	06/10/2017	2	1
AIDS Awareness Rally	01/12/2017	01/12/2017	96	54
Samrasta Diwas Celebration on 06.12.2017	06/12/2017	06/12/2017	24	7
Lecture on Legal literacy by Kapil Sharma , Secretary, Distt. Legal Services Authority Mandi and Bilaspur. Lecture on Legal literacy by Kapil Sharma , Secretary, Distt. Legal Services Authority Ma	31/12/2017	31/12/2017	96	53
Declamation Competition to celebrate Women's Day	08/08/2017	08/08/2017	4	2
Oath taking on Ekta and Sadhbhawna	31/10/2017	31/10/2017	101	45

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The college makes efforts to keep the college campus ecofriendly and green. It is richly endowed with plants and trees, some of which are almost a century old. The students are always encouraged to plant more and more trees and keep the campus clean. The college celebrates Van Mahotsav in which staff and students plant trees and inspires the students to plant more and more trees in their surroundings. The college campus is plastic free as the Himachal Pradesh Government has banned the use of plastic bags. Percentage of power: 16.15, Solar Water Heater (Alternate Energy Initiative) 6.7 Percentage Lighting through LED bulbs

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	1
Scribes for examination	Yes	Nil
Any other similar facility	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	Nil	Nil	Nil	Ground Facilities	Allowing to local community to use the ground	150
2017	Nil	1	Nil	Nil	NSS and NCC local Initiatives	Visit to community hospital and cleanliness drive, Blood donation, addressing the locational advantage	180

						to the locality	
2017	Nil	1	Nil	Nil	Library Facility	Extending locational advantage to the community by allowing the students to visit the library	50
2017	1	Nil	Nil	35	Consultancy and Ground Facility	Advantages of Dept of Physical Education	110
2018	1	Nil	26/03/2018	3	Orientation at CRC	Locational advantage is that the students have the opportunity to visit CRC	100
2018	1	Nil	26/06/2018	Nil	NCC	District Mandi NCC camp for school and college students organised in the camps	600
2017	Nil	1	Nil	Nil	Library Facility	Allowing the other nearby institutions lacking ground facilities	200

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

Title	Date of publication	Follow up(max 100 words)
THE HIMACHAL PRADESH	04/07/2017	The institution plans

UNIVERSITY ACT, 1970

and organizes appropriate activities to increase consciousness about national identities and symbols Fundamental Duties and Rights of Indian citizens and other constitutional obligations Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, NonViolence and peace) national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Awareness derive on Swachh Bharat Abhiyan (29.07.2017)	29/07/2017	29/07/2017	101
Swachhta Pakhwara	01/08/2017	15/08/2017	117
Oath taking on Ekta and Sadhbhawna Diwas	31/10/2017	31/10/2017	146
Samrasta Diwas Celebration	16/12/2017	16/12/2017	31
AIDS Awareness Rally	01/12/2017	01/12/2017	79
World Environment Day	05/06/2018	05/06/2018	22

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

- Suitable arrangements are made for disposal of the waste by placing dustbins on each floor of different blocks and in the campus.
- The students plant more and more trees and keep the campus clean.
- Most of the students and staff use public transport and avoid their own vehicles for transportation.
- The college campus has been made plastic free
- Large soakpit has been made for effluents from the Chemistry labs.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two Best Practices
FIRST BEST PRACTICE Title: Employees' Welfare Scheme 2000: A Reflection of Security and Involvement Goal: To provide domiciliary medical reimbursement benefits and loan facility to the employees of the MLSM College and allied Institutions. Context: As the employees of 95 grant in aid and

privately managed institutions were not entitled for Medical reimbursement, the college introduced employees' welfare scheme. which raised a sense of security, feeling of involvement and participation among the employees. Practice: Initially, the corpus for the scheme was contributed by the Managing Committee with a sum of Rs. 10 lac. In the beginning, the employees and the employer regularly contributed an amount of Rs 100 on the basis of 1: 4 which is now in the ratio of 1:1. The members of the scheme and their dependents are reimbursed any amount which the employee has to pay for medical emergencies on 100 basis as per government norms. The college adheres to all the welfare schemes of the state government such as GIS (Group Insurance Scheme) and EPF. To oversee the operation of the corpus the Managing Committee has appointed a three member committee consisting of the Principal of the College, the senior among the teacher representatives on the Managing Committee and the representative of the nonteaching staff on the Managing Committee. Out of the corpus, the amount specified under the rules can be utilized to sanction loans to the permanent employees who are members of this scheme at the rate of interest to be decided by the committee from time to time (simple interest). Evidence of success During the last five years, 11.5 employees claimed Medical reimbursement and 7.85 raised loan. Problems encountered: To check the Fake bills.

SECOND BEST PRACTICE SPORTS AND CULTURE: A NECESSITY FOR HOLISTIC DEVELOPMENT GOAL To impart an education that will help the students in their holistic development. CONTEXT The college lays equal emphasis on curricular as well as sports and cultural activities which are an integral part of our vision for the students in today's complex and competitive world. **PRACTICE** For over forty years, our college has consistently maintained a tradition of excellence in sports and culture. Our sports persons have brought glory not only to the college but also to the H P University, state and the nation. It has participated in many sports, games cultural activities at state and national level. Recognizing the excellent performance of our students in the game of Boxing at the National level, the District Sports Council, Mandi, has designated this college as a Centre of Excellence for Boxing. **EVIDENCE OF SUCCESS** Our students have got highly commended and commended positions in Himachal Pradesh University Youth Festival and represented the H P University many times. Many students of this college have represented Himachal Pradesh University in InterVarsity Championships in various sports and games. **PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED** Lack of adequate financial resources to establish and upgrade facilities and also provide proper nutrition to sportspersons.

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

<https://www.mlsm.in/download/Two%20Best%20Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college is striving to achieve the mission of the institution. The course curriculum, teaching methodology, participative governance, promotion of inclusiveness in higher education, sports and cultural activities are all continuous practices in the college. **TITLE: SELF FINANCING COURSES: A PIONEER INSTITUTION GOAL** 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. **CONTEXT** A larger number of educated youth of the state are not in a position to get meaningful employment without professional degrees. In the present era of liberalization, privatization and

globalization (LPG), apart from an exposure to a number of subjects of study at the 2 level and the UG degree, young people need functional skills to get employment in the global context. Many students from Sundernagar in particular and from Himachal Pradesh in general had to go out of the state to pursue such courses. PRACTICE 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 put a positive impact on the academic environment of the college. EVIDENCE OF SUCCESS With the inception of self financing courses in 1996, it has been observed that our students have set a benchmark of bagging top positions not only in the district but also at the state level. Every year the students of this college mark their presence in the first ten top positions of the H P University results. With the beginning of the courses like B. Ed. and the M.Sc's, the students of the college have got an opportunity to interact with eminent scholars across various fields who visit the institution from time to time. Students of different departments, transcending the boundaries of disciplines, are enthusiastically participating in seminars, presentations and discussions. PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED To generated financial resources to meet the requirements of the courses To create infrastructure as per the requirement of the courses To seek affiliations from different statutory/ affiliating bodies To attract and retain eligible and well qualified faculty

Provide the weblink of the institution

<https://www.mlsm.in/download/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

- To introduce Add-on / certificate courses, offered by IIT Bombay / NEPTTEL/ ARPIT and Swayam.
- Focus on Academic activities be increased as the sufficient infrastructure has been developed.
- Development and strengthening of Mentor Mentee system in the college.
- To develop structured mechanism to obtain feedback from various stakeholders.
- To enhance ICT facilities.
- To strengthen student-industry interaction
- To motivate staff members to attend seminars/ conferences/ workshops and present papers.
- To develop some mechanism to provide financial support to the teachers who go for attending / presenting papers in seminars/ conferences/ workshops.
- Devoting additional hours to slow/advance learners.
- To create separate space in the library for PG students.
- To organize national/international level workshops, seminars and conferences for staff and students in the college.