



Yearly Status Report - 2018-2019

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, Distt. 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	state
Name of the IQAC co-ordinator/Director	Dr. Mukesh Verma
Phone no/Alternate Phone no.	01907266339
Mobile no.	9418052020
Registered Email	mail.mls@gmail.com
Alternate Email	drmv52020@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.mls.in/download/AOAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.mls.in/images/Academic%20Calendar%202018-19.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
Introduction of Add-on-	16-Jun-2019	250

courses, offered by IIT
Bombay

3

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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
NIL	NIL	None	2019 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 :

3

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

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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)

Annual budgetary provision to host/conduct Academic Conferences/Seminars/Workshops Establishment of a Material Research Laboratory Certificate/Add on courses to promote IT literacy and skills Annual Educational Tours' Report Mentor Mentee System and Introduction of Additional hours

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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	Achievements/Outcomes
Focus on Academic activities be increased as the sufficient infrastructure has been developed	Various committees formed after post accreditation analysis conducted by new IQAC and formation of various committees to develop some structured

	mechanisms to minimize the weaknesses of the institution.
Proper record keeping of various activities	Documentation of different activities along with proof for the academic year started
Introduction of Add-on-courses, offered by IIT Bombay	Number of students registered themselves in different courses
Establishment of Material Research Laboratory	It was decided to place the matter before the Managing committee of the college
Devoting additional hours to slow/advance learners	It was decided to place the matter before the Managing committee of the college
Development and strengthening of Mentor Mentee system in the college	It was decided to place the matter before the Managing committee of the college
Annual budgetary provision to host/conduct Academic Conferences/Seminars/Workshops	It was decided to place the matter before the Managing committee of the college
Introduction of Annual Educational Tours' Report	It was decided to place the matter before the Managing committee of the college.
Encourage student-industry interaction	Could not be achieved
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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	11-Aug-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	26-Feb-2019
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
C	Nil	02/01/2019	180	Employability	Skill
C Plus Plus	Nil	02/01/2019	180	Employability	Skill
Python	Nil	07/02/2019	180	Employability	Skill
Libra Office	Nil	01/01/2019	180	Employability	Skill

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N/A	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	N/A	Nil

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

	Certificate	Diploma Course
Number of Students	244	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
RANGA LEKH AUR RANGMANCH	01/07/2018	20
SAMACHAR SANKLAN AUR LEKHAN	01/07/2018	20
INTRODUCTION TO STATISTICS	01/07/2018	17
RESEARCH METHODOLOGY	01/07/2018	17
SERICULTURE	01/07/2018	120
GARDENING AND NURSERY	01/07/2018	130
C Plus Plus	01/02/2019	80
C	01/02/2019	41
LIBRE OFFICE	01/01/2019	100
SCI LAB	02/07/2018	23
PYTHON	02/07/2018	23
AVOGADRO	02/07/2018	15
BUSINESS COMMUNICATION	01/07/2018	25
PERSONALITY DEVELOPMENT AND COMMUNICATION	01/07/2018	18
IT TOOLS IN BUSINESS	01/07/2018	18
ENVIRONMENT SCIENCE	01/07/2018	1089
COMMUNICATIVE SKILLS IN ENGLISH	01/07/2018	117
APPLIED ENGLISH	01/07/2018	60
COMMUNICATIVE ENGLISH	01/12/2018	60
BASIC ANALYTICAL CHEMISTRY	01/07/2018	190
MODERN TECHNIQUES OF CHEMICAL ANALYSIS	01/07/2018	13
DEMOCRATIVE AWARENESS WITH LEGAL LITERACY	01/07/2018	80
POPULATION STUDIES	01/07/2018	9

TECHNIQUES OF SOCIAL RESEARCH	01/07/2018	3
SOCIOLOGY OF DEVELOPMENT	01/12/2018	9
SOCIOLOGY OF ENVIRONMENT	01/12/2018	3
TECHNICAL WRITING	01/07/2018	8
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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	Internship	100
BBA	Internship	25
BSc	Field Trips	118
MSc	Field Trips (Botany)	30
MSc	Field Trips (Zoology)	30
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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)

<p>Feedback Obtained</p> <p>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 201819 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</p>

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
MSc	Zoology	61	60	60
MSc	Botany	61	60	60
MSc	Chemistry	81	80	80
MSc	Physics	81	76	76
BEd	Nil	200	199	199
BPed	Nil	100	77	77
BPES	Nil	150	78	78
BCA	Nil	180	132	132
BBA	Nil	180	64	64
BCom	Nil	400	342	342
BSc	Nil	1280	1275	1275
BA	NIL	640	607	607

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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	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses
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			courses	courses	
2018	2774	276	67	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
81	61	10	9	Nil	10
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 addoncourses 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
3050	81	1 : 38

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	81	6	6	40

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
2018	Nil	Nil	Nil
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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
BPEd	Nil	3rd Sem	19/11/2018	24/07/2019
BPES	Nil	3rd Sem	14/11/2018	22/07/2019
BCA	Nil	3rd Sem	19/11/2018	25/06/2019
BBA	Nil	3rd Sem	17/11/2018	25/06/2019
BCom	Nil	3rd Sem	03/11/2018	30/04/2019
BSc	Nil	3rd Sem	16/11/2018	30/04/2019
BA	Nil	3rd Sem	16/11/2018	30/04/2019
MSc	Zoology	1st Sem	04/12/2018	13/06/2019
MSc	Botany	1st Sem	04/12/2018	13/06/2019
MSc	Chemistry	1st Sem	04/12/2018	13/06/2019
MSc	Physics	1st Sem	04/12/2018	13/06/2019
BSc	Nil	4th Sem	01/05/2019	24/09/2019
BA	Nil	4th Sem	09/05/2019	24/09/2019
MSc	Zoology	2nd Sem	25/06/2019	19/11/2019
MSc	Botany	2nd Sem	25/06/2019	19/11/2019
MSc	Chemistry	2nd Sem	25/06/2019	19/11/2019
MSc	Physics	2nd Sem	28/06/2019	19/11/2019
BPEd	Nil	2nd Sem	29/04/2019	02/09/2019
BPES	Nil	2nd Sem	29/04/2019	17/10/2019
BCA	Nil	2nd Sem	10/05/2019	15/10/2019
BBA	Nil	2nd Sem	02/05/2019	15/10/2019
BPES	Nil	5th Sem	15/11/2018	27/05/2019
BCA	Nil	5th Sem	17/11/2018	27/05/2019
BBA	Nil	5th Sem	19/11/2018	27/05/2019
BCom	Nil	5th Sem	12/11/2018	03/05/2019
BSc	Nil	5th Sem	19/11/2018	03/05/2019
BA	Nil	5th Sem	14/11/2018	03/05/2019
MSc	Zoology	3rd Sem	05/12/2018	03/06/2019
MSc	Botany	3rd Sem	05/12/2018	03/06/2019

MSc	Chemistry	3rd Sem	05/12/2018	03/06/2019
MSc	Physics	3rd Sem	05/12/2018	03/06/2019
BEd	Nil	3rd Sem	05/03/2019	26/08/2019
BEd	Nil	1st Sem	07/03/2019	28/09/2019
BPES	Nil	1st Sem	13/11/2018	11/07/2019
BCA	Nil	1st Sem	20/11/2018	11/07/2019
BBA	Nil	1st Sem	14/11/2018	11/07/2019
BCom	Nil	1st Year	08/05/2019	11/09/2019
BSc	Nil	1st Year	04/05/2019	11/09/2019
BA	Nil	1st Year	05/05/2019	11/09/2019
BPES	Nil	6th Sem	03/05/2019	23/07/2019
BCA	Nil	6th Sem	08/05/2019	11/07/2019
BBA	Nil	6th Sem	10/05/2019	11/07/2019
BCom	Nil	6th Sem	30/04/2019	28/06/2019
BSc	Nil	6th Sem	29/04/2019	28/06/2019
BA	Nil	6th Sem	08/05/2019	28/06/2019
MSc	Zoology	4th Sem	24/06/2019	14/11/2019
MSc	Botany	4th Sem	24/06/2019	11/11/2019
MSc	Chemistry	4th Sem	26/06/2019	14/11/2019
MSc	Physics	4th Sem	27/06/2019	18/11/2019
BEd	Nil	4th Sem	10/07/2019	21/11/2019
BPEd	Nil	4th Sem	30/04/2019	01/08/2019
BPES	Nil	4th Sem	02/05/2019	17/10/2019
BCA	Nil	4th Sem	09/05/2019	15/10/2019
BBA	Nil	4th Sem	11/05/2019	15/10/2019
BCom	Nil	4th Sem	08/05/2019	24/09/2019

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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
BPE	BPES	VI Sem	17	11	64.71
Nill	BBA	VI Sem	26	19	73.08
Nill	BEd	IV Sem	100	100	100
Nill	BPED	IV Sem	44	44	100
Chemistry	MSc	IV Sem (Chemistry)	39	39	100
Physics	MSc	IV Sem (Physics)	38	38	100
Botany	MSc	IV Sem (Botany)	30	30	100
Zoology	MSc	IV Sem (Zoology)	30	30	100
Nill	BCom	VI Sem	98	67	68.37
Nill	BSc	VI Sem (No n-Medical)	167	115	68.86

Nil	BSc	VI Sem (Medical)	116	95	81.90
Nil	BA	VI Sem	151	121	80.13
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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/Questionnaire.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
Any Other (Specify)	0	NIL	0	0
View File				

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	Nil	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	0	0	Nil
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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
Political Science	1

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)
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International	Biosciences	2	3
International	Chemistry	4	2
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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
Economics	1
English	6
Chemistry	8
B.Ed.	1
Biosciences	2
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
Probing effect of maltodextrin in on micellar properties of bile salts at varying temperatures : A physicochemical approach	Dr. Vivek Sharma	Journal of Molecular Liquids	2019	0	HPU	Nil
Effect of Maltodextrin and Temperature on Micellar Behaviour of Bile Salts in Aqueous Medium: Conductometric and Spectrofluorimetric Studies	Dr. Vivek Sharma	International journal of research in physical chemistry and chemical physics	2019	0	HPU	Nil
Synthesis, Characterization, Ph	Dr. Rajni	Journal of Nanoscience and Nanotechnology	2019	0	MLSM College Sundernagar	Nil

otocatalytic and Sensing Properties of MnDoped ZnO Nanoparticles		ogy				
ZrO ₂ Nanoparticles: an industrially viable, efficient and recyclable catalyst for synthesis of pharmaceutically significant xanthene derivatives.	Dr. Chander Prakash	Vacuum	2018	0	MLSM College Sundernagar	Nil
An apple transcription factor, MdDREB76, confers salt and drought tolerance in transgenic tobacco by activating the	Dr. Parul Goel	Plant Cell Reports	2018	0	Department of Biotechnology, National AgriFood Biotechnology Institute, Sector 81, Knowledge City, Mohali, Punjab, 140306, India	Nil
Genome wide analysis of oligopeptide transport and detailed characterization of yellow stripe transporter genes in hexaploid wheat	Dr. Parul Goel	FUNCTIONAL INTEGRATIVE GENOMICS	2019	0	Department of Biotechnology, National AgriFood Biotechnology Institute, Sector 81, Knowledge City, Mohali, Punjab, 140306, India	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Probing effect of maltodextrin on micellar properties of bile salts at varying temperatures : A physicochemical approach	Dr. Vivek Sharma	Journal of Molecular Liquids	2019	Nil	Nil	HPU Shimla
Effect of Maltodextrin and Temperature on Micellar Behaviour of Bile Salts in Aqueous Medium: Conductometric and Spectrofluorimetric Studies	Dr. Vivek Sharma	International journal of research in physical chemistry and chemical physics	2019	Nil	Nil	HPU Shimla
Synthesis, Characterization, Photocatalytic and Sensing Properties of MnDoped ZnO Nanoparticles	Dr. Rajni	Journal of Nanoscience and Nanotechnology	2019	Nil	Nil	MLSM College Sundernagar
ZrO ₂ Nanoparticles : an industrially viable, efficient and recyclable catalyst	Dr. Chander Prakash	Vacuum (Elsevier)	2018	Nil	Nil	MLSM College Sundernagar

for synthesis of pharmaceutically significant xanthene derivatives.						
An apple transcription factor, MdDREB76, confers salt and drought tolerance in transgenic tobacco by activating the	Dr. Parul Goel	Plant Cell Reports	2018	4	Nil	Department of Biotechnology, National AgriFood Biotechnology Institute, Sector 81, Knowledge City, Mohali, Punjab, 140306, India
Genome wide analysis of oligopeptide transport and detailed characterization of yellow stripe transporter genes in hexaploid wheat	Dr. Parul Goel	FUNCTIONAL INTEGRATIVE GENOMICS	2019	4	3	Department of Biotechnology, National AgriFood Biotechnology Institute, Sector 81, Knowledge City, Mohali, Punjab, 140306, India
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	6	Nil	9
Presented papers	5	4	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	Number of students participated in such
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		activities	activities
Vote Rally (18 May 2019)	MLSM College sundernagar	3	35
Save Water: Save Life Rally (22 March 2019)	MLSM College sundernagar	5	50
Republic Day (26 Jan. 2018)	Sundernagar Police	5	35
One Day Tree Plantation (6 Dec. 2018)	MLSM College sundernagar	2	45
Painting Competition on Mega Pollution (10 May 2019)	MLSM College sundernagar	5	48
Oldage Home Visit (29 Sept. 2018)	MLSM College sundernagar	3	46
Hindi Diwas (14 Sep. 2018)	MLSM College sundernagar	10	50
Traffic Duty (14 Sep. 2018)	Traffic Police Sundernagar	8	45
Tree Plantation (28 July 2018)	MLSM College sundernagar	7	43
Yoga Day (21 June 2018)	2 HP BN NCC MANDI	3	50
World Environment Day (5 June 2018)	Polytechnic College Sundernagar	4	45
Nukkar Natak on awareness about voting	Rashtriya Kala Munch	3	25
Seven Days Special Camp (29.12.2018 to 06.01.2019)	As per Direction by the HPU Shimla	20	103
AIDS Awareness Rally (04.01.2019)	Red Ribbon Club MLSM College Unit	3	103
Samrasta Diwas Celebration on 06.12.2018	ABVP MLSM College Unit	2	38
Awareness programme regarding Voter's Registration campaign	District Election Officer Mandi	17	700
Pre RD Selection Camp of HP University (06.10.2018)	HPU Shimla	15	230
A Documentary shown on Uri	NSS Volunteers and NCC Cadets	8	126

Surgical Strike on the Surgical Strike Day(29.09.2018)			
Blood Donation Camp on 12.09.2018	ABVP Unit Sundernagar	2	7
Workshop on Acid Attack Victims by Dr. Neha Goyal, OPERA Mrs. India Global 2018 (01.09.2018)	NSS	4	93
Lecture on AIDS Awareness by Dr. Arindom Roy, Zonal Hospital Mandi	Red Ribbon Club M.L.S.M. College and Hospital Administration Mandi	8	107
Swachhta Pakhwara (1st Aug., 2018 to 15th Aug., 2018)	As per Direction by the HPU Shimla	3	173
Lecture by Superintendent of Police Mandi (27.07.2018)	H.P. Police Mandi	7	97
Meeting with Deputy Commissioner on 21.07.2018	Deputy Commissioner Mandi Red Cross Mandi	2	Nil
Plantation (14.07.2018) Saryoon Nalni	Forest Department Sundernagar Division	2	70
View File			

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
Pre RD Camp at Sikar Rajasthan	Selected as Volunteer	North Zone Selection Committee and Ministry of Youth Welfare Sports	1
State level Mega Camp	Selected as Volunteer	HPU and Secretariat and Ministry of Youth Welfare Sports	4
Youth Parliament Programme	Speaker	Ministry of Youth Welfare Sports	1
Workshop on Management Efficiency	Attended as participants	Lovely Professional University Rotary Club Jalandhar	2
Youth Parliament Programme	Special Delegate	Ministry of Youth Welfare Sports	1

NIC at DIET Mandi	Attended as Volunteeres	HPU Shimla	2
View File			

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
Water Conservation	MLSM College sundernagar	Save Water: Save Life Rally	5	50
Voters Awareness Programme	MLSM College sundernagar	Vote Rally by NCC unit	3	35
Voters Awareness Programme	Rashtriya Kala Munch	Nukkar Natak on awareness about voting	3	25
Voters Awareness Programme	District Election Officer Mandi	Awareness programme regarding Voter's Registration campaign	17	700
Save Environment	MLSM College sundernagar	One Day Tree Plantation	2	45
Save Environment	Forest Department Sundernagar Division	Tree Plantation	2	70
Save Environment	Polytechnic College Sundernagar	World Environment Day Celebration by planting Trees	4	45
Save Environment	MLSM College sundernagar	Painting Competition on Mega Pollution	5	48
AIDS Awareness	Red Ribbon Club M.L.S.M. College and Hospital Administration Mandi	Lecture on AIDS Awareness by Dr. Arindom Roy, Zonal Hospital Mandi	8	107
AIDS Awareness	Red Ribbon Club MLSM College Unit	AIDS Awareness Rally	3	103
Swachh Bharat	As per Direction by the HPU Shimla	Swachhta Pakhwara	3	173
Gender Issue	MLSM College	Oath taking on Ekta and Sadhbhawna Diwas	23	375

Gender Issue	ABVP MLSM College Unit	Samrasta Diwas Celebration	2	38
Gender Issue	H.P. Police Mandi	Lecture by Superintendent of Police Mandi	7	97
Gender Issue	MLSM College	Workshop on Acid Attack Victims by Dr. Neha Goyal, OPERA Mrs. India Global	4	93
Health and Hygiene	2 HP BN NCC MANDI	Yoga Day Celebrations by NCC Unit	3	50
Health and Hygiene	Lecture and Demostration on Yog by Swami Hanuman Dev on 19th June, 2019	Lecture and Demostration	4	70

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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
Nil	Nil	Nil	0

[View File](#)

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
Internship	Internship for BBA Students	Dezign	02/01/2019	11/02/2019	3
Internship	Internship for BBA Students	Technologies Chandigarh	02/01/2019	11/02/2019	2
Internship	Internship for BBA Students	Royal Enfield Shivam Automobiles	01/01/2019	10/02/2019	2
Internship	Internship for BBA Students	HDFC Securities	03/01/2019	15/02/2019	1
Internship	Internship for BBA	ZCC Group of Coprate	01/01/2019	15/02/2019	7

	Students	Traning Technical			
Internship	Internship for BBA Students	M.R. Hyundai Mandi (H.P.)	08/01/2019	17/02/2019	1
Internship	Internship for BBA Students	ACC Ltd. Gagal Cement	07/02/2019	21/03/2019	2
Workshop	Workshop on inclusive Education	CRC Sundernagar (H.P.)	26/03/2018	28/03/2018	100
Teaching Practice	Teaching Practice for B.Ed. Students	Dy. Director of Elementary Education Mandi (H.P.)	16/08/2018	15/12/2018	100
Internship	Internship for B.Ed. Students	Dy. Director of Elementary Education Mandi (H.P.)	16/05/2019	15/06/2019	100
Internship	Internship for BBA Students	Dezign	28/01/2019	11/03/2019	2
Internship	Internship for BBA Students	Tata Motors HiTech Satluj Motors Pvt. Ltd.	01/01/2019	11/02/2019	2
Internship	Internship for BBA Students	Mahindra Shimla Automobiles	01/01/2019	10/02/2019	4

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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
618.73	307.41

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)	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
View File	

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	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33988	5831347	645	273460	34633	6104807
Reference Books	4931	1517482	197	104493	5128	1621975
Journals	12	13338	14	29447	26	42785
Digital Database	2	25220	Nil	19470	2	44690
Weeding (hard & soft)	4533	385457	45	9600	4578	395057
View File						

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
View File			

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	12	10	12	0	0	1	1	50	0
Total	111	68	92	10	10	15	8	88	0

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

88 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
37.7	3904376	129.9	12347827

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)

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.

<https://www.mlsm.in/download/Procedure & Policies 2018-19.pdf>

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 Students	37	96300
Financial Support from Other Sources			
a) National	1 Kalpana Chawla	100	679431

Chattervriti Youjna
2 IRDP 3 Post
metric scholarship
scheme to SC
students 4 Post
metric scholarship
scheme to ST
students 5 Post
metric scholarship
scheme to OBC
students

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 enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Meditation and Yoga	15/07/2018	700	Brahm Kumaris Centre Sundernagar Shri Kamlesh Contact No. 9816002530 Art of Living Centre Sundernagar Shri Viki Kharwanda Contact No. 9418201112 Patanjali Yoga Centre Shri Shravan Kumar Contact No. 9805353407
Career Counselling	20/08/2018	502	Excelsior Igenious Sol Mr. Gaurav Obroi Contact No. 9816069945 Himachalis Empowerment Roadmap Mr Umesh Gautam Contact No. 8219401160 ARO Mr Som Raj Gularia Contact NO. 7018655068 Forensic Lab Gutkar Director Forensic lab Mr Rajesh Verma Contact No.
Language Lab	16/07/2018	150	EStation Laguage Lab Rajkot, Gujrat Hashit Dasani Contact No. 09427214396
Soft Skill	02/07/2018	350	Dr. Mukesh Verma

Development

Contact No.
9418052020[View File](#)

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
2019	Oneday Placement Drive	21	21	3	3

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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
Hilt Web Solutions	21	3	Abhilashi Education Society	1	1

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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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	1	M.Sc. Chem	Chem	Chandigarh university Mohali	Ph.D
2019	9	B.Ed.	Education	Different Institutions	Different Programme
2019	31	B.Sc.	Mathematics	Different Institutions	Different Programme
2019	3	BCA	Computer Application	Different Institutions	MCA
2019	3	BBA	Business Administration	Different Institutions	Different Programme

2019	10	B.Com	Commerce	Different Institutions	Different Programme
View File					

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
NET	2
Any Other	41
View File	

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

Activity	Level	Number of Participants
Atheletic Meet	College Level	500
Natioanl Sports Day	College Level	110
Wrestling Championship (Men)	H P Univ. Intercollege Championship	150
Wrestling Championship (Women)	H P Univ. Intercollege Championship	125
Cricket Championship (Men)	H P Univ. Intercollege Championship	192
Cricket Championship (Women)	H P Univ. Intercollege Championship	200
Hockey Championship (Women)	H P Univ. Intercollege Championship	190
Navaras	College Level	1500
Lakshman Jayanti	College Level	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
2019	First Position	National	3	Nil	9267	Bhavana
2019	First Position	National	1	Nil	9269	Reena Kumari
2019	First Position	National	1	Nil	1160910190	Usha Thakur
2019	First Position	National	1	Nil	9201	Jyoti Kumari
View File						

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 incharges. 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 gives 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:

373

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

13091

5.4.4 – Meetings/activities organized by Alumni Association :

4

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 BPED 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 intraction 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 subcommittees 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, ejournals and ebooks and the seating capacity have been increased during the year. • The college has made its campus free wifi 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 college added more rooms and labs to its existing infrastructure in the year 201819. The construction of upper story of sports complex has been started. 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 and providing financial support for the purpose. 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.

Examination and Evaluation

Examination and Evaluation It is the affiliating university which conducts semesterend / yearend 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.

Teaching and Learning

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.

Curriculum Development

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.

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 support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nil
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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)
2018	Faculty Knowledge Sharing Programme	Nil	21/07/2018	21/07/2018	25	Nil
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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
Orientation Programme (OP121) HRDC PU Chd.	1	11/12/2018	07/01/2019	21
Orientation Programme (OP133) HRDC HPU Shimla	5	27/05/2019	15/06/2019	21
Refresher Course in Information and Communication Technology (ID) (RC304) at HRDC HPU Shimla	2	18/06/2018	07/07/2018	21
Online Refresher Course in	1	01/09/2018	31/12/2018	112

Disastert Management Under ARPIT				
Online Refresher Course in Leadership and Goverence in Higher Education under Annual Refresher Progarme in Teaching (ARPIT)	4	01/09/2018	31/12/2018	112

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
30	51	18	30

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 201617. 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
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

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 installed Invertors in the Library and Chemistry Lab
2. PTA of the college financed the maintenance expenditure on old furniture
3. PTA of the college installed Aquagard in the college office

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

Nil

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

1. Introduction of Certificate/Add on courses in the college to promote IT literacy and skills
2. Establishment of a Material Research Laboratory in the Department of Physics to provide research facilities for teachers and postgraduate students in the college.
3. Annual budgetary provision to host/conduct Academic Conferences/Seminars/Workshops

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
2019	Introduction of Add-on-courses, offered by IIT Bombay	16/06/2019	Nil	Nil	250
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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
Workshop on Acid Attack	01/09/2018	01/09/2018	67	26

Victims by Dr. Neha Goyal, OPERA Mrs. India Global 2018				
Lecture on AIDS Awareness by Dr. Arindom Roy, Zonal Hospital Mandi	28/08/2018	28/08/2018	79	28
AIDS Awareness Rally	04/01/2019	04/01/2019	70	33
Lecture by Superintendent of Police Mandi	27/07/2018	27/07/2018	63	34
Traffic Duty	04/08/2018	04/08/2018	27	18

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	2
Ramp/Rails	Yes	2
Braille Software/facilities	Yes	Nil
Scribes for examination	Yes	Nil
Any other similar facility	Yes	2
Rest Rooms	Yes	2

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
2018	1	Nil	02/07/2018	35	Consultancy and Ground	Advantages of Dept of	110

					Facility	Physical Education	
2018	1	Nil	02/07/2018	Nil	Thoroughfare within the campus	Meets with CSCA, Local community to address issues of nuisance	25
2018	Nil	1	16/07/2018	Nil	Library Facility	Extending locational advantage to the community by allowing the students to visit the library	50
2018	1	Nil	10/09/2018	Nil	Orientation at CRC	Locational advantage is that the students have the opportunity to visit CRC	150
2018	1	1	17/10/2018	Nil	NSS and NCC local Initiatives	Visit to community hospital and cleanliness drive, Blood donation, addressing the locational advantage to the locality	180
2018	1	1	02/07/2018	Nil	Ground Facilities	Allowing to local community to use the	100

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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 UNIVERSITY ACT, 1970	01/07/2019	The institution plans 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
Workshop on Acid Attack Victims by Dr. Neha Goyal, OPERA Mrs. India Global	01/09/2018	01/09/2018	97
Lecture on AIDS Awareness by Dr. Arindom Roy, Zonal Hospital Mandi	27/08/2018	27/08/2018	115
Oath taking on Ekta and Sadhbhawna Diwas	31/10/2018	31/10/2018	398
Swachhta Pakhwara	01/08/2018	15/08/2018	176
Painting Competition on Mega Pollution	10/05/2019	10/05/2019	53
World Environment Day Celebration by planting Trees	14/07/2018	14/07/2018	72
Save Water: Save Life Rally	22/03/2019	22/03/2019	55

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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 grantinaid 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 fromtime 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 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 conduct Academic Conferences/workshops/seminars in various disciplines to encourage Academic interaction and to develop a research culture in the college.
- To bear fifty percent of the registration fee paid by teachers to the professional bodies for seminars/conferences/workshops.
- To establish a Material Research Laboratory in the department of Physics to provide research facilities for teachers and postgraduate students.
- To organize training programmes/workshops for teachers and non-teaching staff at the institutional level.
- To start online Certificate courses for Students and Teachers under Swayam Programme of MHRD, Govt. of India from the next academic session, which

would bring about improvement in teaching learning process and productivity. • To establish some smart classrooms in the college in order to make teaching and learning effective, interactive and interesting. • To create a separate reading section for PG students in the library. • To strengthen the Alumni Association and make it more functional and effective. • To simplify the items of the feedback questionnaire and make them bilingual.