

## **Plan of Action for Institution Development**

All the faculty members of both disciplines apprise the students about various courses to be taken up and continuous assessment desired from them in their respective classes in the induction programme every year. The teaching process starts as per the schedule circulated by DHE Himachal Pradesh and CCA is worked out through class tests, assignments, house examination and attendance. Besides the class room teaching, the students are encouraged to make use of library for enhancing their knowledge. The teachers regularly supplement their teaching/topics with ICT sources. Students are encouraged to be vocal for local and an attempt is made to make key concepts clear to them in the vernacular. In the session 2023-24, all the students were registered on Swayam Portal and directed to make use of it for enrichment of their portfolios. In the session 2022-23 and 2023-24 the official of Regional Employment Exchange Mandi through career counseling cell registered the students on GoI platforms for various free of cost courses as well as for information of job opportunities. In the session 2024-25 the college got registered on NDLI and then all the students and faculty members were registered on it to make use of unlimited treasure of books available there. Through the efforts of Principal and IQAC of college in session 2021-22, one spare hall was requested from the GSSS Principal to be used as library. As a consequence a temporary library came into being with two newspapers and two magazines to start with. In later sessions this facility has developed into a regular library with three study tables, twenty chairs and three book cabinets, 501 books, three newspapers and 5 magazines and journals.

Though the physical infrastructure of GDC Kotli is inadequate keeping in view the requirements of a college yet correspondence and verbal requests are put forward time to time at suitable forum for enhancement of the same. With the efforts of Principal and IQAC temporary library cum common room was established in the session 2021-22. In the next session (2022-23) request to the Director of Higher education was made for the provision of more classrooms by directing the GSSS Kotli so that college could run smoothly. In the session 2023-24 one floor of GSSS Kotli where earlier primary wing was functional was handed over to the college administration by government orders. Apart from this, since 2021-22 the contractor of the under-construction new building is being asked for speeding the construction work and government was also requested through local MLA/PWD for making special provision for enhancement of budget allotted (as the cost of construction had enormously escalated). With grant of extra special budget in 2022-23 now the new building is about to be completed shortly. With allotment of one extra floor of GSS Kotli building, college now has proper administrative office, library, one hall with interactive panel, staff room, common room for girls and CSCA room. One interactive panel for CCPC is also installed in college. Furniture and matting of college office and staff room is enhanced through staff donations.

Aquagaurd (2021-22 session) and water cooler (2022-23 session) for safe drinking water was installed through SBI Kotli and BDC through SDM Kotli respectively. For the facilitation of

examination process racks and Table were purchased in 2022-23, for extra-curricular activities and cultural activities music system was purchased in 2023-24. Sports equipment was purchased in 2021-22. For the safety of the college property safety gates were installed at both entrances of the building provided. Repair work of electrical fittings and installation of new meter, fans and tubes was done 2023-24.

Effective governance of the institution is put to practice through various committees formed for the purpose and documented in the college prospectus: and through IQAC, CSCA, and staff (teaching and non teaching) meetings. This inclusive approach has yielded sense of belongingness among students and staff who dedicate with greater enthusiasm for betterment of the institution. This work environment has become possible because of contribution of each and every stakeholder and transparency in administration and mutual trust is built up. Though college lacks in number of computers, yet one computer with printer is provided for library and staff room each to facilitate the staff. Administrative process is kept in order by proper filing and documentation of the office and student record. Regular annual reports of AISHE, HPU/SPU and College are prepared and submitted within the timeline. RTI queries are immediately responded and submitted. Student centric needs and procedures are addressed without any pendency. Strict compliance of anti-ragging and discipline is ensured. No discrimination and harassment of any individual is allowed within the campus. Respective committees formed for the purpose are always on alert to monitor such issues.

Many students centric initiatives have been accomplished in the institution during the academic sessions mentioned in the IDP. Now the students have clean and cold water facility with installation of aqua-guard and water cooler. This not only benefits college students but also the students of GSSS Kotli and Primary School Kolti housed in the same campus. With the allotment of one extra floor to college, proper staff room, library, common room for girls, one hall with interactive panel for structured lectures and CSCA room has been established. One to one help in applying for various scholarships is provided to students. In all the sessions mentioned in IDP, the students of college have been taken for orientation and competitive programmes at district level, extra-curricular activities at state level and their participation in online quiz programmes has been ensured. All students are registered on SWAYAM and NDLI and are encouraged to make maximum use of them. As and when the University switched over to NEP 2020 and directs us, a web page would be created on college website for registering our students for Academic Bank of Credits (ABC) providing them more flexibility and greater choice in realm of higher education.

