

Government Degree College Kaffota District Sirmaur, Himachal Pradesh

Ranking of Government Colleges in HP

Criterion 3 Infrastructure & Resources

Key Indicator 3.10 Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis

Metric 3.10 Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis



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RANKING FRAMEWORK

3. STUDENT SUPPORT, SERVICES AND PROGRESSION INFRASTRUCTURE & RESOURCES

3.10. Documentation of Academic, co-curricular and extracurricular activities and achievement of students and staff on regular basis

Response: Yes

Government Degree College Kaffota has established a structured system for the systematic documentation of all academic, co-curricular, and extracurricular activities, alongside the achievements of both students and staff. This robust mechanism ensures accurate and regular record-keeping, providing valuable data for internal assessments, quality assurance, and accreditation. The key components of documentation are as follows:

- i. Culture and Sports Committee, NSS, R&R and other Clubs etc.:**
 - These committees meticulously track all student involvement in cultural, sports, and competitive events at local, district, state, and national levels.
 - It collects evidence of achievements, such as certificates and photographs, and compiles reports which are submitted to the Internal Quality Assurance Cell (IQAC).
 - The Prize Committee, in collaboration with departments, identifies high achievers through university records, compiling these accomplishments for the annual prize distribution.
- ii. Administrative Office:**
 - The office manages documentation related to administrative and financial aspects, tracking event expenditures, infrastructure maintenance, and student performance metrics.
 - Faculty participation in professional development programs and achievements, such as research publications, are also recorded.
 - Achievements of Staff are mentioned in Annual reports of the college as well as in their ACRs and service books.

iii. Internal Quality Assurance Cell (IQAC):

- IQAC serves as the central repository, organizing and documenting all institutional events.
- It compiles comprehensive reports from various committees and departments, incorporating them into the institution's overall documentation system for audits, accreditation, and assessment.

This structured documentation not only supports internal quality improvements but also enables Government Degree College Kaffota to meet accreditation standards while showcasing student and faculty accomplishments across a range of activities.