

Government Degree College Kaffota
District Sirmaur, Himachal Pradesh
Ranking of Government Colleges in HP

Criterion 4 Institutional Management

Key Indicator 4.18: Annual review meeting on students outcomes in academics, co-curricular,



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RANKING FRAMEWORK

4. Institutional Management

4.16. Annual review meeting on students outcomes in academics, co-curricular, extracurricular and extension activities and action taken during next academic session for achieving excellence

Response: Yes

Focus has been on bringing the paradigm shift in teaching learning pedagogy to make it robust and measurable. Concerted efforts of the college have made teaching learner centric and participative. Several initiatives have enriched the teaching-learning process and there is a constant introspection and reflection on the part of the teachers.

The college functions on the basic principles of plan, do, check, and action approach (PDCA). It continuously monitors and periodically reviews academic and administrative processes which guarantee smooth functioning and quality enhancement.

i. Review Meetings:

The college conducts the review of students' outcomes in academics, co-curricular, extracurricular and extension activities and discusses the action taken during next academic session for achieving excellence in its meetings of various bodies constituted in the college. These include:

- 1. Internal Quality Assurance Cell (IQAC)**
- 2. College Advisory Committee**
- 3. CSCA Advisory Committee**
- 4. Staff Council**
- 5. Parent-Teachers Association**

The details of these meetings, the review and recommendations made and the action taken thereon are recorded in the meeting minutes which are appended in the annexure.

ii. Review of Teaching Learning Process

a. Academic Audit

In order to keep a track of the institution's academic output and to gauge its level of conformity to the quality criteria prescribed by the NAAC, the college has for the

first time conducted an academic audit. The process designed for conducting the academic audit involves external experts from reputed higher educational institutions and representatives from Himachal Pradesh State Higher Education Council Shimla.

During the academic audit departmental activities are submitted by the concerned heads of the departments. The purpose of academic audit is to evaluate the performance of the departments and improve the performance subsequently.

The external audit personnel give the appraisal, suggestions, and recommendations for future action. Academic audit helps to enhance the quality of the departments, college and attain the benchmark for academic excellence.

b. Integrating ICT to Enhance Teaching-Learning Process

The college identified the need to integrate ICT into the pedagogical methods to enhance the quality of the teaching-learning experience. The college especially its IQAC strongly advocates the transition from the traditional chalk and talk method to ICT enabled tools that can be used in effective teaching.

Some of the classrooms have been equipped with ICT facilities with smart interactive panel with easy board software.

Internet Connectivity is enabled in the college campus through broadband connectivity and WiFi.

c. Teaching Lesson Plans as a Toolkit

The seamless execution of curriculum delivery is ensured through departmental meetings regarding detailed lesson plan for each paper and appropriate pedagogy for each topic is identified. Decision regarding the quantum of syllabus to be finished before a stipulated time frame is finalized in the Departmental Meetings. Week wise lesson plans along with pedagogy for the entire session are prepared and communicated to the students in classrooms also. The teaching lesson plans are available on the college website.

d. Academic Calendar

The academic calendar is prepared through participative methods and is kept in tune with the conduct of university examinations and sports calendar. The preparation of academic calendar ensures that the students get adequate instructional hours and teachers get maximum hours to deliver their courses effectively. The tentative schedule and date of the commencement of classes for freshers, commencement of induction programme and bridge course for them and the dates of main events like annual athletic meet, intra-mural sports events, cultural events, annual function, etc. are included in the calendar.

e. Introducing Transparency in CIE

The college observes complete transparency in the award of internal assessment based on the performance of the students in internal examinations, assignments,

seminars, attendance etc. which is displayed on the notice board. Each student is required to validate its acceptance by signing the award list within the notified time after which his acceptance is deemed understood. Thereafter the marks are uploaded on the University Portal.

f. Curriculum Feedback

The curriculum feedback is obtained through online google forms from the different stakeholders which includes students, teachers, parents, alumni, and employer. These reports are analysed, recommendations made, and teaching learning process modified suitably.

g. Policy for Advanced and Slow Learners

Since the students are heterogeneous in terms of learning levels, the college has evolved a systematic mechanism to implement effective and efficient teaching-learning strategies on the basis of learning levels of students. Advanced learners need acceleration so that they can progress through the curriculum at their fast-learning pace and slow learners need extra attention to cope up with other students. To increase the intellectual ability and creativity of both, teachers organize various programs which may help them to enhance their capacity of learning.

h. Mentoring Policy

The mentor- mentee system has ensured individual attention to the students by the teachers. The Mentor-Mentee System is managed and coordinated by the Mentor-Mentee Coordinator. The Mentor-Mentee lists are prepared by the Mentor-Mentee Coordinator and the lists (one list sorted mentor-wise and the other list sorted mentee-wise) is displayed on the college website, notice board and the WhatsApp groups. The collective and individual one-to-one mentoring has resulted into a strong bond of trust between the teacher and taught.

iii. Outcome Based Education

a. Formulation of POs & COs

Since the embarkation of outcome-based education (OBE) model, the institute has utilized the basic array of concepts set consisting of Programme Outcomes (POs), Programmes Specific Outcomes (PSOs) and Course Outcomes (COs) for assessing the knowledge and skills acquired by the students on successful completion of a specific course/ programme. In the strict compliance with the objectives of Outcome Based Education (OBE) and the course curriculum notified by the affiliating Himachal Pradesh University, the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed and finalised by the concerned departments who offer the respective programmes. After consultation with faculty members, experts and educationists and rigorous exercise the College has developed its own COs, PSOs and POs.

b. Assessment of Attainment of POs & COs

Attainment of program outcomes and course outcomes are the mirror image of the graduate attributes being attained by the learners. Acquiring the properties as enunciated in graduate attributes is a constant evolving process, which requires continuous monitoring and corrective remedial measures. The performance of students in university examinations and in different internal examinations is a parameter of outcome assessment. For the assessment of students, summative and formative approaches are followed to get intended learning outcomes. The progress and performance of each student throughout the program is monitored through this organized mechanism.

iv. Meetings of Internal Quality Assurance Cell (IQAC)



Meeting No. 8

A meeting of Internal Quality Assurance Cell (IQAC) was convened under the chairmanship of Dr. Rajesh Trehan, Principal, Govt. Degree College, Kaffota, (H.P.) in the principal's office on dated 25th September, 2024 at 11:30 a.m. The following members were present:-

- 1) Dr. Rajesh Trehan, Chair person *RT*
- 2) Dr. Nalin Ranaul, Associate Professor Economics *Nalin Ranaul*
- 3) Sh. Rinku Aggarwal, Asstt. Professor Commerce *Rinku*
- 4) Sh. Dinesh Kumar, Asstt. Professor History *D.K.*
- 5) Sh. Aniket Pundit, Asstt. Professor Commerce *Aniket*
- 6) Sh. Dinesh Kumar, Supdt. -II *D.K.*
- 7) Dr. Mohan Singh Chauhan, Educationist *M.S.C.*
- 8) Sh. Attar Singh Pundit, Representative of Employer *Attar*
- 9) Sh. Guman Singh Chauhan, Representative of Business *G.S.C.*
- 10) Sh. Ratti Rana Sharma, Representative of Local Society *R.R.S.*
- 11) Sh. Chander Sen Pundit, PTA President *C.S.P.*
- 12) Sh. Narender Sharma, OSA President *N.S.*
- 13) Ms. Agushi, CSCA President. *Agushi*

The meeting began with welcome address by IQAC Coordinator. He read the minutes of previous meeting and the minutes were approved by the members without any amendment.

Agenda:-

- Development of Playground and Boundary wall
- Purchase of computers and Upgrading IT lab
- Annual programme series under Career Guidance & Placement Cell
- Demand for Librarian and other vacant posts
- Reminder for College Canteen Block.

Action Taken Report:-

Table Tennis table has been procured for the

students and the proposal for Library & IT Lab upgradation will be submitted to higher authorities very soon.

Key Discussion Points:-

- Development of Playground and Boundary wall
The committee discussed the need to develop a playground on campus and the boundary wall. It was proposed to approach the Public Works Department (PWD) for the execution of this project. Alternatively, other agencies could also be considered to speed up the development process.

- Annual Programme Series under Career Guidance & Placement Cell

A new programme series including workshops, lectures etc. was proposed to be held under the Career Guidance and Placement Cell. The committee decided to honour Late Sh. Guman Singh Chauhan, former minister for his contributions and naming the programme series in his name as Sh. Guman Singh Memorial Programme for career guidance. A workshop on Horticulture will be conducted in the month of October, 2024. Prof. Shampal Sharma from Dr. Y S Parmar University of Horticulture & Forestry, Nauni, Solan (H.P.) has consented for this. The topic & date of the workshop will be finalised soon.

- Demand for Librarian and other vacant posts

The members emphasized the immediate need to fill the vacant post of the Librarian, Senior Assistant and Table vadaak. A formal request will be made to the Directorate of Higher Education to address this issue.

- College Canteen Block

The committee reviewed the status of proposed college canteen block. It was noted that further follow-up is required to ensure its timely construction. A reminder will be sent to the Chief Architect to pursue the matter.

- Purchase of Computers and upgrading IT Lab.

The current state of the IT Lab was reviewed, with a consensus that it requires immediate upgrading to meet modern standards. The committee agreed to explore other funding options also.

- Starting Graduate Add-on Courses through Himachal Pradesh Kaushal Vikas Nigam (HPKVN)

The committee proposed that a request will be sent to Himachal Pradesh Kaushal Vikas Nigam for starting some Graduate Add on Courses in the College as this unique initiative of HPKVN provides an opportunity to final year graduating students to enhance their qualification by pursuing specialized NSQF aligned courses.

All the proposals were approved unanimously. The meeting ended with vote of thanks.

Neharvart
IQAC, Coordinator

[Signature]
IQAC, Chairperson.

Principal
Govt. Degree College
Kafota, Distt. Sirmour (H.P.)

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Meeting No. 9.

A meeting of Internal Quality Assurance Cell (IQAC) was held with IQAC, Paonta Sahib - Cluster Head of Colleges regarding preparations for NAAC under the chairmanship of Dr. Kuldip Singh in Principal's office on 26/11/2024 at 12:15 pm. The following members were present in the meeting:

- 1) Dr. Vibhav Sankla, Chairman IQAC Paonta Sahib *MSM 26/11/24*
- 2) Dr. Nalin Ramaul, Coordinator, IQAC ~~Paonta Sahib~~ Kaffota *Nalin Ramaul*
- 3) Dr. Vivek Negi, Coordinator IQAC Paonta Sahib *Vivek Negi 26/11*
- 4) Sh. Sandeep Sharma, Asst. Coordinator, IQAC Paonta Sahib *Sandeep*
- 5) Sh. Rinku Aggarwal, Asst. Coordinator, IQAC Kaffota *Rinku*
- 6) Sh. Dinesh Kumar, AP in History *Dinesh*
- 7) Sh. Aniket Pandhi, AP in Commerce *Aniket*
- 8) Sh. Dinesh Kumar, ~~Asst~~ Suplt - II *DPS*
- 9) Sh. Vikram Singh *Vikram*
- 10) Sh. Vipin Singh *Vipin*
- 11) Ms. Raveena *Raveena*
- 12) Sh. Rahul *Rahul*
- 13) Sh. Vikesh. *Vikesh*
- 14) Smt. Sumitka Negi - *Sumitka*

Agenda:-

- 1) welcome & introduction of Cluster College - Head Team.
- 2) Briefing on the seven criteria of NAAC Accreditation
- 3) Interaction with the college staff
- 4) Discussion on improvement strategies.

Proceedings:-

The meeting commenced with a warm welcome by the IQAC coordinator, who introduced the members of the Cluster Head College Team. The Chairperson expressed gratitude for their visit and emphasised the importance of the session in enhancing the institution's

preparedness for NAAC accreditation.

The Cluster College Head Team provided a comprehensive briefing on the seven criteria of NAAC accreditation:-

- 1) Curricular Aspects:- Discussion on curriculum design, implementation, and enrichment to ensure quality education.
- 2) Teaching-Learning and evaluation:- Emphasis on student centric methods, innovative teaching techniques and assessment practices.
- 3) Research, Innovation and Extension:- Encouragement of faculty research, collaborations and community engagement.
- 4) Infrastructure and Learning Resources:- Review of existing facilities, ICT-enabled learning environments and library resources.
- 5) Student Support & Progression:- Strategies for student mentoring, career counselling and alumni engagement.
- 6) Governance, Leadership and Management:- Best Practices in institutional leadership, administrative efficiency and financial management.
- 7) Institutional Values & Best Practices:- Promotion of ethics, inclusivity and sustainable initiatives.

The college staff actively participated in the interaction session, seeking clarifications on accreditation procedures and sharing insights about the institution's existing practices. The Cluster College Head Team provided valuable suggestions on documentation, assessment strategies and quality enhancement measures.

Following the discussion, the IQAC team deliberated on implementing the recommended strategies for continuous improvement.

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Resolutions:-

- 1) IOAC will conduct regular workshops and awareness programs on NAAC accreditation.
- 2) Departments will document all academic and co-curricular activities systematically.
- 3) Faculty members will be encouraged to participate in research and extension activities.
- 4) The institution will enhance ICT integration in teaching - learning processes.

The meeting concluded with a vote of thanks to the Cluster College Head Team and all participants:

Manish Kumar

IOAC - coordinator

Kuldeep Singh

IOAC - Chairperson.

Principal
Govt. Degree College
Kafota, Distt. Sirmour (H.P.)

Meeting No 10

A meeting of Internal Quality Assurance Cell (IQAC) was convened under the chairmanship of Dr. Kuldip Singh, Principal, Govt. Degree College Kaffota (H.F.) in the principal's office on dated 30th December, 2024 at 11:00 am. The following members were present:-

- 1) Dr. Kuldip Singh, Chairperson *Kuldip Singh*
- 2) Dr. Nalin Ramnani, IQAC - Coordinator *Nalin Ramnani*
- 3) Sh. Aniket Aggarwal, IQAC - Asstt. Coordinator *Aniket*
- 4) Sh. Dinesh Kumar, Asstt. Professor (History) *Dinesh*
- 5) Sh. Aniket Pundir, Asstt. Professor (Commerce) *Aniket*
- 6) Sh. Dinesh Kumar, Supdt. II
- 7) Sh. Datta Ram Sharma, PTA President *Datta Ram Sharma*
- 8) Sh. Rati Ram Sharma, Representative Local society *Rati Ram Sharma*
- 9) Ms. Anushi, CSCA President. *Anushi*

AGENDA:-

- 1) Apprising members about the SAR ranking of college.
- 2) Review of successful conduct of the Annual Athletic meet.
- 3) Update on ongoing House Exam.
- 4) Proposal for organising the Annual Prize Distribution Function in March 2025.
- 5) Proposal for conducting the CSCA Cultural Function 'Aagaz' in February 2025.

Proceedings:-

The meeting commenced with a welcome note by the IQAC Coordinator. The chairperson congratulated all faculty members and staff on the commendable performance of the college in SAR Ranking, where the college secured 1st rank in the state in

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Top III colleges and 28th in the overall ranking. The members appreciated the collective efforts of faculty, students and staff in achieving this milestone.

Further, the successful conduct of the Annual Athletic Meet was discussed and appreciation was extended to the Organizing Committee for ensuring smooth execution. The members also reviewed the ongoing house exams, emphasizing the importance of maintaining transparency and discipline in evaluation process.

The IOAC coordinator proposed organizing the Annual Prize Distribution Function in March, 2025 to recognize academic and extracurricular excellence. Members unanimously agreed and suggested formation of committees for its smooth execution.

Additionally, the proposal for the CCA cultural function 'Agnaz' in February, 2025, post-winter vacation, was discussed. The significance of such events in fostering student engagement and cultural awareness was highlighted. The members approved the proposal, with further discussions to be held regarding event planning.

Resolutions:-

- 1) The college will continue its efforts to maintain and improve its SAR Ranking.
- 2) The committees will be formed to organize the Annual Prize Distribution Function.
- 3) Preparations for the CCA cultural function 'Agnaz' will commence, ensuring a well-planned and vibrant event.
- 4) The ongoing house exams will be conducted efficiently, with proper documentation and

assessment protocols.

The meeting concluded with a vote of thanks to all members.

Mahesh Kumar

IOAC Coordinator

K. S. Kumar

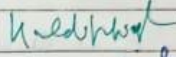
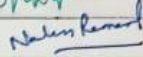




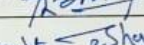
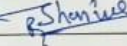
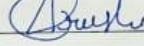
IOAC Chairperson

Principal
Govt. Degree College
Kafota, Distt. Birmour (H.P.)

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Meeting No.11.

A meeting of Internal Quality Assurance Cell (IQAC) was convened under the Chairmanship of Dr. Kuldip Singh, Principal, Govt. Degree College, Kaffota (H.K) in the Principal's Office on dated 17th March, 2025 at 11:00 am. The following members were present:-

- 1) Dr. Kuldip Singh, Chairperson 
- 2) Dr. Nalin Ramani, Coordinator - IQAC 
- 3) Sh. Rinku Aggarwal, Asstt. Coordinator - IQAC 
- 4) Sh. Dinesh Kumar, Asstt. Professor (History) 
- 5) Sh. Aniket Rundi, Asstt. Professor (Commerce) 
- 6) Sh. Dinesh Kumar, Supdt.-II 
- 7) Sh. Datta Ram Sharma, PTA President 
- 8) Sh. Rati Ram Sharma, Representative Local Society 
- 9) Ms. Areshi, CSCA President. 

The meeting began with welcome address by IQAC Coordinator. He read the minutes of meeting held on 30th December, 2024. The minutes were approved by the members without amendment.

Discussions & Resolutions:-

1) CSCA Cultural Function:-

- The committee acknowledged that the CSCA Cultural Function was organized successfully.
- The efforts of faculty, students and organisers were appreciated.

2) Annual Prize Distribution Function:-

- The Annual Prize Distribution Function was successfully held on 06.03.2025.
- The event was well-coordinated and meritorious students were recognized.
- The Chief Guest, Smti. Hansikwardhan Chauhan, Hon'ble

Minister of Industries, Parliamentary Affairs, Labour & Employment announced a grant of Rs. 15 lakhs for the development of college ground during the Annual Function.

- The IOAC members expressed their gratitude and proposed a formal vote of thanks for this generous contribution.

3) Proposal for Solar Panel Installation:-

- The committee discussed the issue of high electricity bills and the need for sustainable energy solutions.
- It was decided to write a letter on behalf of IOAC to the Deputy Commissioner (DC) requesting the installation of solar panels in the college premises.

4) NAAC Accreditation.

- Efforts will be made to apply for NAAC accreditation in the upcoming session.
- A roadmap for the accreditation ^{process} will be prepared in consultation with relevant authorities.

The meeting ended with vote of thanks.

Nalin Kumar

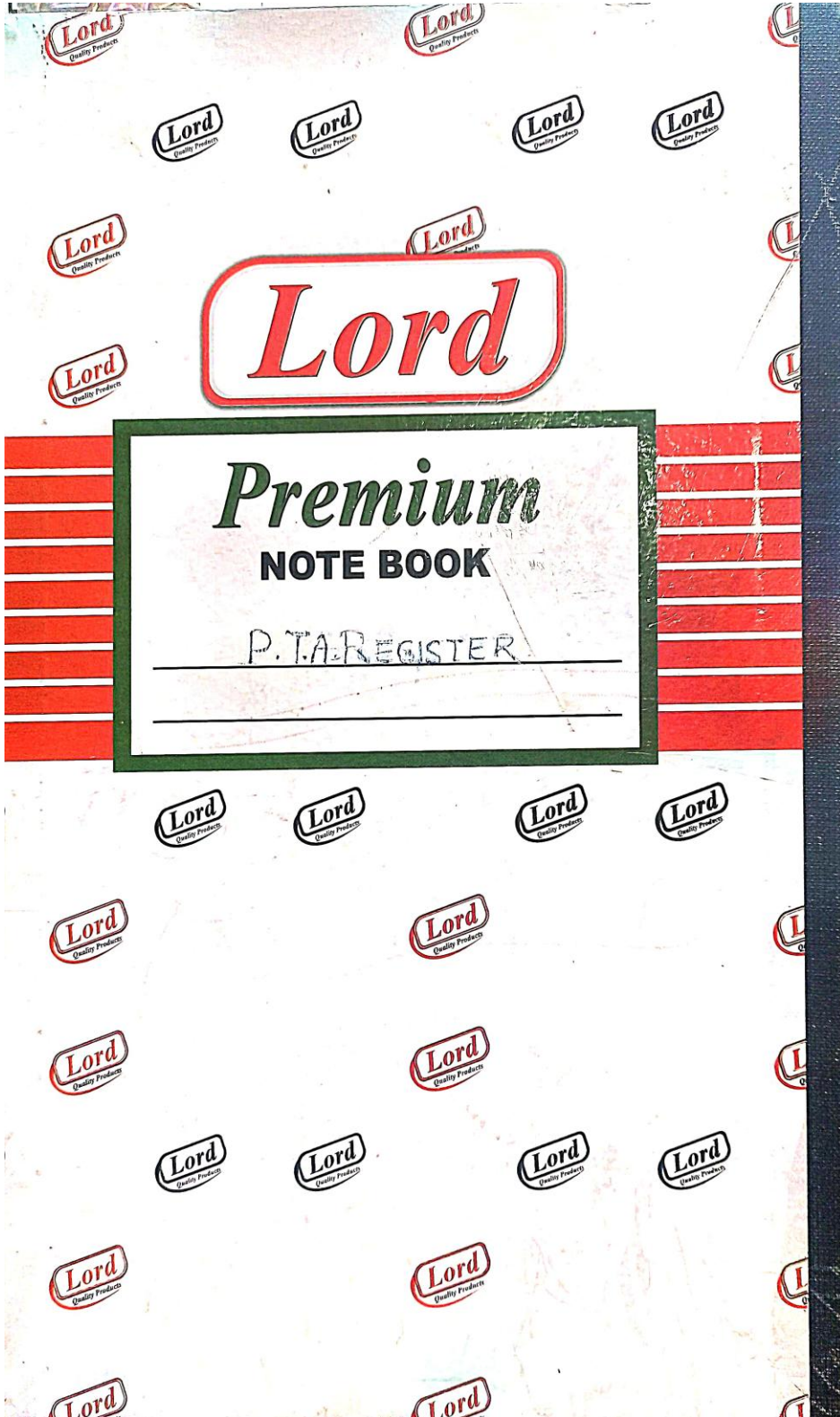
IOAC Coordinator

Haldip Singh

IOAC Chairperson.

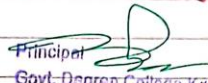
Principal
Govt. Degree College
Kafota, Distt. Sirmour (H.P.)

v. Parent Teacher Association (PTA)



This is to Certified that P.T.A. Register Contain

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Principal
Govt. Degree College Kaffola
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बैठक 22


दिनांक 24-07-2024

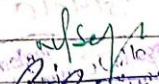
आज दिनांक 24-07-2024 को PTA कार्यकारिणी की बैठक आयोजित की गई। बैठक में निम्नलिखित सदस्यों ने भाग लिया:

1. डा० राजेश ब्रह्म, संरक्षक ✓
2. श्री नन्दन लाल पुण्डरी, प्रधान ✓
3. श्रीमती राधा देवी, उप-प्रधान
4. श्री दत्ता राध शर्मा, सिलाहवाल ✓
5. श्रीमती काला देवी, सदस्य
6. श्रीमती दीना देवी, सदस्य
7. श्री दिव्य अग्रवाल, सदस्य
8. श्रीमती विरक्त ठाकुर, सचिव
9. श्री दिनेश शर्मा, कोषाध्यक्ष ✓
10. सुश्री रवीना, सदस्य ✓

बैठक में निम्नलिखित कार्यवाही सम्पन्न हुई:

- (1) PTA कार्यकारिणी को वार्षिक पारितोषिक समारोह के के भव्य एवं अन्य उद्देश्यों के लिए गत वर्ष के PTA Fund से खर्च की गई राशि का ब्योरा दिया गया। जिसमें लोफा क्वल, टेबल क्वल आदि पर 20000, जेकरी/काली आदि पर 2500 एवं स्टील आदि के वर्कमेंट पर 15000 खर्च किए गए थे। इस व्यय को अनुमोदित किया गया।
- (2) ऑफिस के लिए 13-04-2024 को जारी बिल के अंतर्गत खरीदी गई Inventory बिल, जिसकी कीमत 13,0000 थी को भी PTA Fund से अनुमोदित किया गया।


 डा० राजेश ब्रह्म


 श्री नन्दन लाल पुण्डरी

बैठक 23

दिनांक 05-10-2024

आज दिनांक 05-10-2024 को PTA की बैठक का आयोजन किया गया। बैठक के निम्नलिखित व्यक्तियों ने भाग लिया:

- | | | |
|----|-------------------------------------|---------------------------------|
| 1 | श्री मनीष कुमारे | Mamta Kumari |
| 2 | श्री दाला राम शर्मा | Ram Sharma |
| 3 | श्री चतुर्वेदी सिंह | Chaturvedi Singh |
| 4 | श्री रमेश | Ramesh |
| 5 | श्री चामनन्द | Chamanand |
| 6 | श्री गुलाब सिंह | Gulab Singh |
| 7 | श्री लुपा राम शर्मा | Lupa Ram Sharma |
| 8 | श्रीमती सारिता देवी | Sarita Devi |
| 9 | श्री दाला राम | दातराम |
| 10 | श्री जगत | Jagat |
| 11 | श्री अनिल रमेश, कार्यकारी प्रिंसिपल | Anil Ramesh, Principal |
| 12 | श्री. दिनेश अशोक | Dinesh Ashok |
| 13 | श्री. विक्रम सिंह ठाकुर (सचिव) | Vikram Singh Thakur (Secretary) |
| 14 | श्री. दिनेश कुमारे | Dinesh Kumar |
| 15 | श्री. अनिलकुमार पुंडरी | Anilkumar Pundri |
| 16 | श्री. विदित सिंह | Vidit Singh |
| 17 | श्री. सुमित्रा | Sumitra |
| 18 | श्री. रवीना | Ravina |
| 19 | श्री. राहुल शर्मा कलक | Rahul Sharma Kalak |
| 20 | श्री. विक्रम शर्मा जी. आर. के | Vikram Sharma J.A.R.K. |

बैठक के निम्नलिखित कार्यवाही को अंजाम दिया गया:

- 1) गत साल हुई कार्यवाही एवं क्रियाकलापों से अवगत कराया गया।
- 2) गत साल के PTA फंड्स से लेकंचित आय-व्यय का लेखा-जोखा दिखाया गया।
- 3) पुरानी PTA कार्यवाही को कंभू किया गया।
- 4) नई PTA कार्यवाही को लक्ष्यपूर्वक चलाया गया जिसमें निम्नलिखित पदाधिकारी नियुक्त हुए:

पदाधिकारी नियुक्ति


प्रधान	श्री दाला राम शर्मा	श्री रमेश	श्री गुलाब सिंह
उप-प्रधान	श्री चतुर्वेदी सिंह	श्री चामनन्द	श्री मनीष कुमारे
कोषाध्यक्ष	श्री मनीष कुमारे	श्री चतुर्वेदी सिंह	श्री गुलाब सिंह

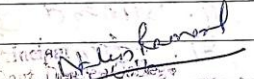
सह-सचिव शैलजा चव्हाण मंत्रीप कुशा सु लाव सिंह
 मुख्य लेखाकार श्री शालाव सिंह श्री चतुर्गौरी सिंह श्री मंत्रीप कुशा
 सहाय (आभिव्यक्त) श्री सुपारग शर्मा श्री चतुर्गौरी सिंह श्री चतुर्गौरी
 सहाय (आभिव्यक्त) श्री चतुर्गौरी श्री शाला राव शर्मा श्री रमेशा चव्हाण

उपरोक्त व्यक्तियों पदाधिकारियों के अलावा निम्नलिखित

• पदाधिकारियों को प्रिंसिपल के द्वारा मनोनीत किया गया :

- 1) सचिव श्री विक्रम सिंह ठाकुर
- 2) मनोनीत सहाय, प्रो. अनिलकुमार पुंडीर (Rwari)
- 3) मनोनीत सहाय, प्रो. सुमित्रा नेगी


 पी. सी. एस.
 सिक्रेटरी


 कार्यालय प्रिंसिपल

वेबक 24 दिनांक 05-10-2024
 आज दिनांक 05-10-24 को PTA कार्यवाही की
 वेबक की गई। वेबक में निम्नलिखित सदस्यों
 ने कार्रवाई किया।

- | | | |
|--|--|--|
| 1. श्री दाला एक राशि प्रदान | | |
| 2. श्री चानवी सिंह उपाध्यक्ष | | |
| 3. श्री मनीष कुमार सचिव | | |
| 4. श्री मुलक सिंह मुख्य सलाहकार | | |
| 5. श्री मोरेश नंद सदस्य | | |
| 6. श्री कृपा एक सदस्य | | |
| 7. श्री चानवी | | |
| 8. डॉ. नरिन दमोल प्रिंसिपल एवं PTA संरक्षक | | |
| 9. प्रो. विक्रम सिंह ठाकुर सचिव | | |
| 10. प्रो. अनिकेत कुंजीर सदस्य | | |
| 11. प्रो. लुकित्रा नेगी सदस्य | | |

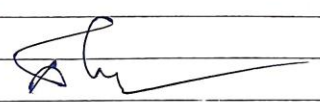
वेबक में निम्नलिखित कार्यवाही को सम्पन्न किया गया :

- 1) अंत-महाविद्यालयीय खेलकूद प्रतियोगिताओं के मद्देनजर कबड्डी की कोचिंग के लिए ग्राह दुग्गाणा के श्री कंवर सिंह ठाकुर को सेवा लेने और उसके एवज में उन्हें प्रतिदिन के हिसाब से 10000 प्रतिदिन सम्मान राशि देने का प्रस्ताव पारित किया गया। छात्रों के सर्वांगीण विकास एवं क्षेत्र के कबड्डी के खेल को बढ़ावा देना एवं कबड्डी के प्रतियोगिताओं की बहुलापन के मद्देनजर यह भी निर्णय लिया गया।
- 2) यदि महाविद्यालय की कबड्डी टीम सेमीफाइनल तक पहुँचती है तो श्री कंवर सिंह ठाकुर को पुरस्कार एवं सम्मान राशि के तौर पर 10,0000 अतिरिक्त दिया जाए यह प्रस्ताव रखा गया एवं अनुमोदित किया गया।
- 3) श्रीमती आशा जो कॉलेज के स्पोर्ट्स का कार्य करती हैं वह सेवायुक्त होना चाहती हैं। उनके स्थान पर ग्राह दुग्गाणा की श्रीमती रीता देवी को जॉब वर्क/ठेके के आधार पर स्पोर्ट्स कार्य कराने के लिए नाम सुझाया गया। श्रीमती आशा 01-10-2024 से काम पर नहीं।

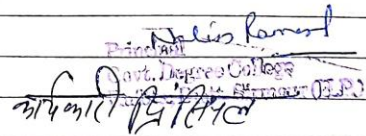
आ रही है और इनका कार्य भी संतोषजनक नहीं है। पी.टी.ए. कार्यकारिणी और सदस्यों की प्रबल मांग है कि उनकी जगह श्रीमती रीना देवी को जो MP Co-op Bank शाखा कफोटा में साफ-सफाई का बहुत उत्कृष्ट कार्य कर रही है, कि की सेवाएं महाविद्यालय के मे एके एक्स्ट्रा एवं छात्र-छात्रियों के स्वास्थ के मद्देनजर बहुत लाभकारी साबित होंगी और वर्तमान के फोरी लैट पर श्रीमती रीना देवी को इस कार्य के लिए बुलाया जाए। अगर कार्य संतोषप्रद पाया गया तो इनके मेल को उभारे गेजा जाए। श्री फोरी लैट पर, श्रीमती आशा जी को दिया जाना वाला आर्थिक लोन/लाभ इनको दिया जाए। इस माह दिनांक 01-10-2024 से यह लोन देय माना जाए। इनके कार्य का समय सुबह 9:00 बजे से 11:00 बजे तक किया गया है और मानदंड 2500/- रु रहेगा (जो श्रीमती आशा को वर्तमान में दिया जाता है) इनका कार्य पूर्णतः ठेके/मजदूरी के आधार पर होगा और अंशव्यय (2 घंटे) का ही रहेगा।

4) कंप्यूटर/लैंग आदि की अपडेशन, रिपेयर, सेफ्टिफिकेशन आदि से संबंधित लगभग 10,000 रु से 12,000 तक का खर्चा PTA फंड से करने का प्रस्ताव अनुमोदित किया गया।

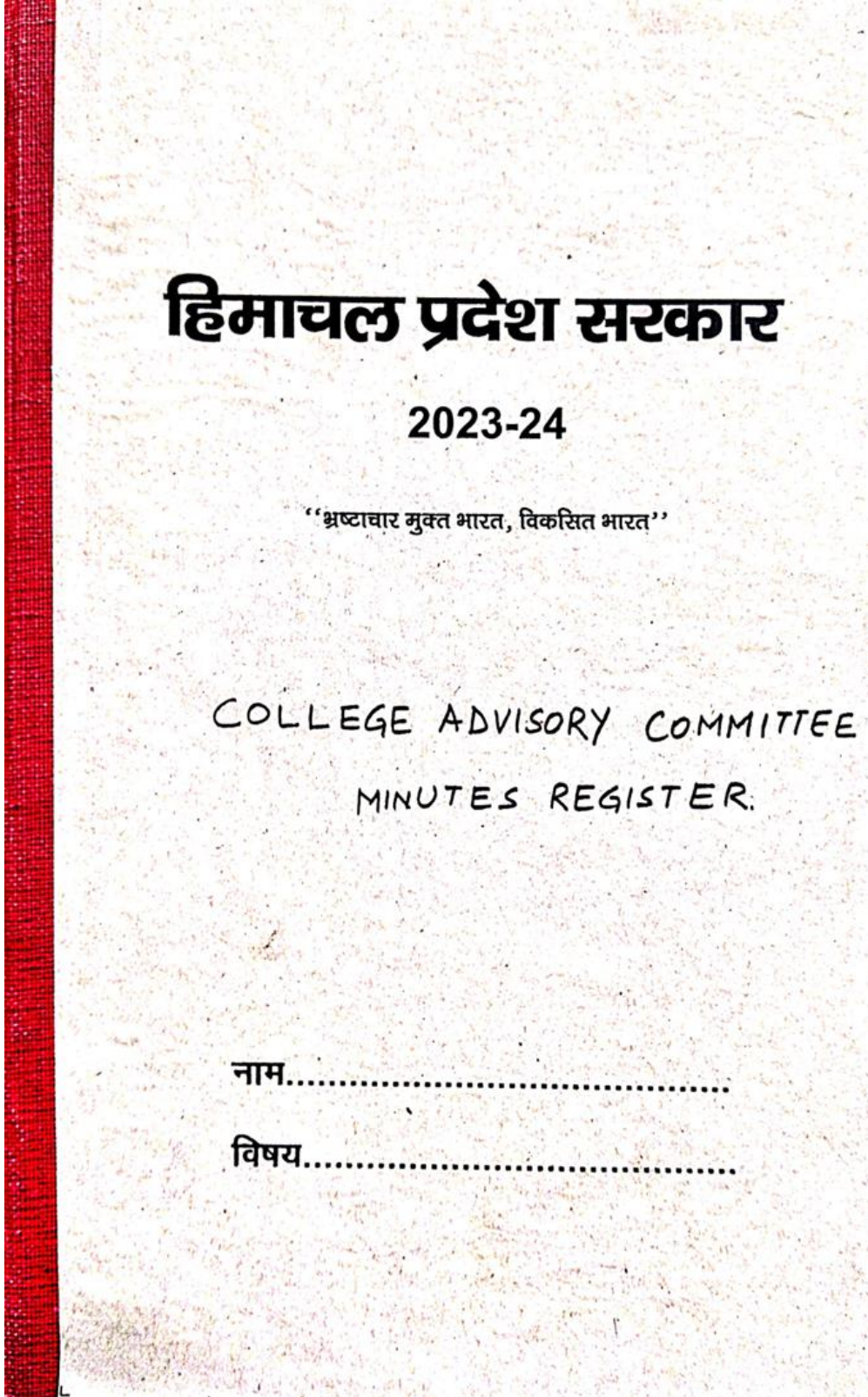
5) ग्रुप फेस्टिवल, क्विज, एन्थ्रोपेटिक्स आदि से संबंधित अतिरिक्त खर्च की PTA फंड से करने का प्रस्ताव अनुमोदित किया गया।



पी.टी.ए. सचिव


कार्यकारी प्रिंसिपल

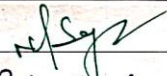
vi. College Advisory Committee



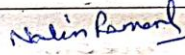


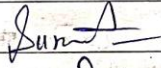


Minutes Register
College Advisory Committee

Certificate

This is to certify that this minutes register
of College Advisory Committee contains 186 number
of pages.


Principal.
Principal
Govt. Degree College
Kafota, Distt. Sirmour (H.P.)

The meeting of College Advisory Committee was convened and presided over by Dr. Rajesh Trehar, Principal, Govt. Degree College, Kaffota (H.P.) on dated 23/08/2024 at 11:00 am. The following members were present:-

- 1) Dr. Nalin Ramant 
- 2) Rinku Aggarwal 
- 3) Vikram Singh Thakur 
- 4) Vipin Singh
- 5) Sumitra Devi 
- 6) Raveena 
- 7) Dinesh Kumar Supdt - II 

The meeting began with welcome address by the convener, College Advisory Committee who read the minutes of previous meeting and minutes were approved unanimously. The convener outlined the agenda of meeting.

After detailed discussion it was proposed and decided that to ensure comprehensive coverage of each criterion shall subcommittees will be formed. The following teams were formed, equal marks criteria distributed and their respective criteria were discussed:-

Team A: Dr. Nalin Kumar Ramant, Ms. Raveena and Sh. Vikesh Kumar

Team B: Sh. Rinku Aggarwal and Smt. Sumitra Devi

Team C: Sh. Vipin Singh and Sh. Aniket Pundir

Team D: Sh. Dinesh Kumar Sharma & Sh. Rahul

Team E:- Sh. Vikram Singh and Sh. Dinesh Kumar Pundir

10

Each subcommittee will be tasked with gathering data, conducting assessments, and drafting sections of the report based on their assigned criteria. Regular check-ins will be scheduled to monitor progress.

The meeting ended with vote of thanks.

Nainkarn

Convener
College Advisory Committee

Principle
Principal

Principal
Govt. Degree College
Kafota, Dist. Sirmour (H.P.)

vii. Staff Council



certified that this Staff Meeting Register contains
156 no. of pages and is being maintained w.e.f.
18.11.2016.

M.R. Gupta
18.11.16

08/08/2024

Evergreen
Page No. 28
Date: / / 2021

आज दिनांक 08 Aug. 2024 को राजकीय महाविद्यालय में शैक्षणिक व गैर-शैक्षणिक गतिविधियों के लिए बैठक बुलाई गई। इस बैठक में कार्यक्रम प्रोत्साहन डॉ. राजेश त्रेहन ने कि इस बैठक में मुख्य बिन्दु निम्न प्रकार के

प्रस्ताव नं 1.

महाविद्यालय में कैंटीन व्यवस्था बैठक में कैंटीन पर चर्चा की गई कि विद्यार्थी डूर-2 से पछा छांट दें एवं वजन धर से सुबह जल्दी निकलकर आभ तक पहुंचते हैं महाविद्यालय से बाजार डूर होने के कारण कैंटीन कि व्यवस्था महाविद्यालय में बेसी चाहिए ताकि विद्यार्थी समय पर खाना खा सकें।

प्रस्ताव नं 2.

कैंटीन कमरे का गठन कैंटीन को सुचारु रूप से चलाने के लिए कमरे इस बैठक में गठित की गई।
1. Prof. Rinku Aggarwal (संयोजक) 2. Prof. Dinesh Kumar 3. Prof. Sumitra Negi 4. Aniket Pandey 5. Rahul Sharma, Clerk को जिम्मेवारी दे गई।

प्रस्ताव नं 3.

कैंटीन के लिए कमरे का चयन बैठक में सभी सदस्यों कैंटीन न होने के कारण इसे शुरू करने के लिए कमरे के चयन पर चर्चा की और शान्त के कैंटीन के लिए महाविद्यालय भवन के 8 धरातल में तीन स्टेयर रूम में से पहले स्टेयर रूम

का चयन किया गया।

प्रस्ताव नं० ५:

स्टोर कक्ष को कैंटीन में परिवर्तित करने के लिए समिति को निर्देश :-

स्टोर कक्ष में अच्छी पानी की सुविधा तथा जल न जल की जाए ताकि कैंटीन का कार्य शुरू हो सके स्टोर कक्ष में पलम्बर से पाइपलाइन व सिंक लगवाना ताकि अन्त में प्रोसेसिंग का कार्य शुरू किया जा सके अन्त में प्राचार्य महोदय ने सभी सदस्यों का धन्यवाद किया। इस वेक में मार्ग लेने वाले सदस्य :-

1. Dr. Rakesh Trehan (Principal) ✓
2. Prof. Rinku Aggarwal ✓
3. Prof. Vikram Singh Thakur ✓
4. Prof. Dinesh Kumar ✓
5. Prof. Vipin Singh ✓
6. Prof. Sumitra Negi ✓
7. Prof. Raveena ✓
8. Subdt. Dinesh Pundir ✓
9. Rahul Sharma (Clark) ✓
10. Vikesh Sharma (ToA) ✓
11. Prof. Aniket Pundir ✓

13/ Sep / 2024

Page No. 30
Date: / / 201


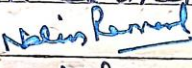






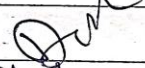
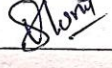
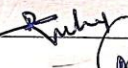
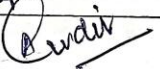
आज दिनांक 13-09-2024 को राजकीय महाविद्यालय काठोरा में Teaching and Non-Teaching staff को बैठक बुलाई गई। इस बैठक में उपस्थित महाविद्यालय के प्राचार्य डॉ. राजेश शर्मा ने जी इस बैठक का मुख्य बिन्दु Self-Assessment Report (SAR) का उच्च निदेशाल के दिशानिर्देश दि. 20 के मन्त्री महाविद्यालयों की स्व-मुल्यंकन रिपोर्ट (SARs) लिए कहा गया है। इस बैठक में प्राचार्य बैठक में पांच समितियों का गठन किया गया।

- Team - A. 1. Dr. Nalin Ranaul (Co-ordinator)
- 2. Prof. Raveen
- 3. Vikesh Sharma (ToA)
- Team - B. 1. Rinku Aggrawal (Assist. Co-ordinator)
- 2. Prof. Sumitra Negi
- Team - C. 1. Prof. Vipin Singh
- 2. Prof. Aniket Pundir
- Team - D. 1. Dinesh Kumar (A/P History)
- 2. Rahul Sharma (Clerk)
- Team - E. 1. Prof. Vikram Singh Thakur
- 2. Supdt. Dinesh Pundir

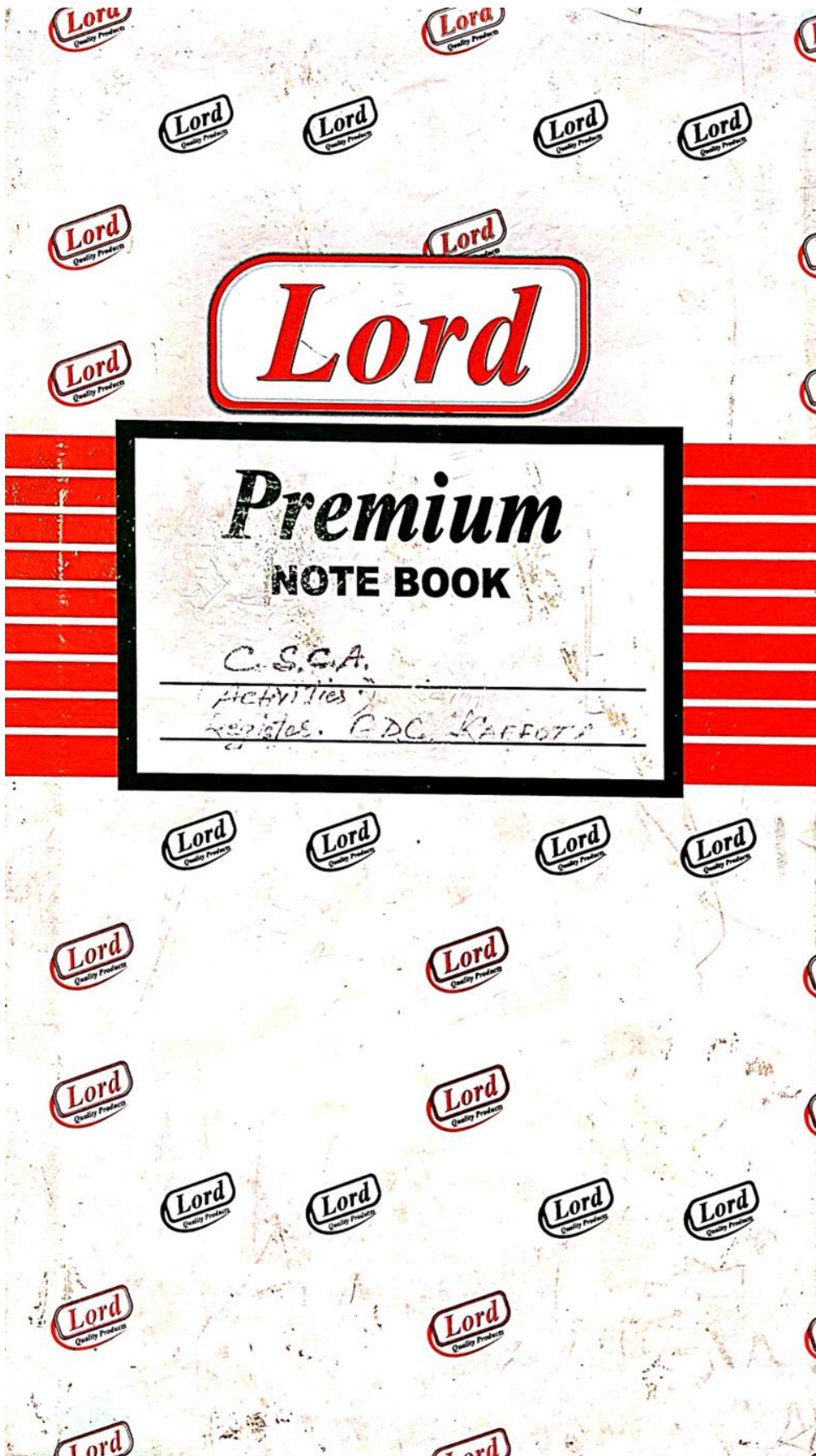
मन्त्री वीप्रो के लिए 220 नम्बर में काम को विभाजित किया गया है। इसके कुल नम्बर - 1100 है। यह काम का मुल्यंकन मन्त्री महाविद्यालय में नवम्बर महिने में शुरू होगा।

प्रधानप ने सभी विभागों को सम्पूर्ण कार्य करने के कारण अपने-2 कार्यक्षेत्र में गति लाने को कहा.

वैद्यक के हित में प्रधानप महोदय ने सभी सदस्यों का सम्भावित किया। इस वैद्यक में निम्न सदस्यों ने भाग लिया

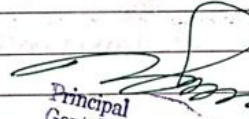
1. Dr. Rakesh Terehan (Principal) 
2. Dr. Nalin Ramaul  Principal
Govt. Degree College
Kafota, Distt. Sirmour (H.P.)
3. Prof. Rinku Aggarwal 
4. Prof. Vikram Singh Thakur 
5. Prof. Dineth Kuman 
6. Prof. Vipin Singh 
7. Prof. Sumitra Negi 
8. Prof. Ravena 
9. Supdt Dineth Pundir 
10. JOA Viketh Sharma 
11. Clark Rahul Sharma 
12. Prof. Aniket Pundir 

viii. College Students Central Association



(1)

Certified that this register contains 110 leaves
i.e. 220 pages in all.


Principal
Govt. Degree College
Kafota, Distt. Sirmour (H.P.)
14.9.16

A meeting of CSCA Advisory Committee was held on 19.09.2024 at 02:00 pm. to discuss the process of formation of CSCA for the session 2024-25 under the chairmanship of Dr. Rajesh Tichan, Principal, Govt. Degree College, Kaffota (H.P.) in the presence of following members:-

- 1) Rinku Aggarwal, Asstt. Prof. Commerce - *Rinku*
- 2) Dinesh Kumar, Asstt. Prof. History - *Dinesh*
- 3) Sumitra Devi, Asstt. Prof. Political Science - *Sumitra*
- 4) Vikesh Kumar, JOA - IT *Vikesh*

In reference to notification No. 3-1/80-HPUC(Genl.)XIV dated 13.09.2024, CSCA advisory committee discussed the process of formation of College Students Central Association (CSCA) for the session 2024-25.

Nominations Process:- Academic merit based nominations for CSCA positions were displayed on Notice Board on dated 18.09.2024 for objections.

Since there are only two streams and five classes (B.A.I, B.A.II, B.A.III, B.Com.I & B.Com.II) in the college, the committee made following decisions based on CSCA constitution:-

President:- To be nominated from B.A.III year.

Vice President:- To be nominated from B.Com. II year.

Secretary & Joint Secretary :- from ^{B.A.II} B.A. I & B.Com.I on the basis of academic merit.

Class Representative :- To be nominated from the classes left & in representation.

CSCA members from NSS, R&R, Sports & Cultural. The incharges will be required to submit/nominate one boy & one girl member preferably.

The process of formation of CSCA for the session 2024-25 will be carried out in due time. Meeting ended with vote of thanks.

Rinku
Convener, CSCA Advisory Committee.

Rajesh Tichan
Principal
Govt. Degree College
Kafota, Dist. Sirmour (H.P.)

A meeting of CSCA Advisory committee was held on 24.09.2024 at 01:00 pm to form CSCA for the session 2024-25 in the presence of following members:

- 1) Rinku Aggarwal, Asstt. Professor Commerce
- 2) Vikram Singh, Asstt. Professor English
- 3) Dinesh Kumar, Asstt. Professor History
- 4) Sumitra Devi, Asstt. Professor Political Science
- 5) Villesh Kumar, Asstt. Professor JOA - IT

As decided in previous meeting the following students have been nominated as Office Bearers/members of CSCA for the session 2024-25 purely on the basis of merit as per H.P.U. Notification number 3-1/80 - HPU (Genl.) XIV dated 13.09.2024; by CSCA Advisory committee:

1) Arushi	B.A. III year	22411	President
2) Dheeraj Chauhan	B.Com. II year	23502	Vice-President
3) Sakshi	B.A. I year	24PS003	Secretary
4) Ashish Dhiman	B.A. II year	23417	Joint-Secretary
5) Sneha	B.Com. I year	24BC001	CR-B.Com.I (Academic Representative)
6) Hritik Roshan	B.A. III year	22238	Sports
7) Sanjana Tomar	B.A. II year	23209	Sports
8) Nikita Sharma	B.A. III year	22206	Cultural Activity
9) Gulshan Kumar	B.A. III year	22216	Cultural Activity
10) Abhishek Sharma	B.A. III year	22250	NSS (Boys)
11) Kareena	B.A. III year	3403	NSS (Girls)
12) Vivek	B.A. III year	22109	Rover
13) Minakshi	B.A. III year	22236	Ranger

The intimation will be sent to HPU about CSCA (Office Bearers/members). It was also decided by the committee that CSCA oath taking ceremony will be conducted as soon as possible. The meeting ended with vote of thanks.

Convener, CSCA Advisory Committee

Principal,
Govt. Degree College
Kafata, Distt. Sirmour (H.P.)

A meeting of CSCA Advisory Committee was held on 05.12.2024 at 01:00 p.m. under the chairmanship of Dr. Kuldip Singh, Principal, Govt. Degree College Kaffota in the presence of following members:-

- 1) Dr. Kuldip Singh *Kuldip Singh*
- 2) Rinku Aggarwal *Rinku*
- 3) Vikram Singh *Vikram*
- 4) Dinesh Kumar *Dinesh*
- 5) Sunitha Devi *Sunitha*
- 6) Vikesh Kumar *Vikesh*

Agenda :- Deciding schedule of Oath taking Ceremony of CSCA members.

The meeting started with the welcome of members of CSCA Advisory Committee. CSCA was formed on 24.09.2024 as per the HPU Guidelines and the Oath taking Ceremony scheduled to be held on 06.12.2024 and notified to students. The sequence of events proposed were as lightening of lamp, Saraswati Vandana, badge pinning, welcome address, Introduction about CSCA, Oath taking Ceremony, ^{Address} speech by Chief Guest (Principal), Address by CSCA President, ~~Vote~~ Cultural Programme, Vote of Thanks, National Anthem and distribution of refreshment.

The proposed sequence of events was approved unanimously. It was also decided the CSCA Advisory Committee members will make all necessary arrangement to make the ceremony successful.

The meeting ended with vote of thanks.

[Signature]
Convener, CSCA Advisory Committee.

Kuldip Singh
Principal.

The oath taking ceremony of College Students Central Association (CSCA) - 2024-25 was held on 06.12.2024 at 11:30 a.m. in Library Hall under the Chairmanship of Dr. Kuldip Singh, Principal, Govt. Degree College Kaffota (H.P.)
The following office bearers/members took oath of their respective posts:

1) Arushi	B.A. III (22411)	- President	<i>Arushi</i>
2) Dheeraj Chauhan	B.Com II (23502)	- Vice-President	<i>Dheeraj Chauhan</i>
3) Sakshi	B.A. I (24PS003)	- Secretary	<i>Sakshi</i>
4) Ashish Dhiman	B.A. II (23417)	- Joint Secretary	<i>Ashish Dhiman</i>
5) Sneha	B.Com. I (24BC001)	- CR- B.Com. I	<i>Sneha</i>
6) Hritik Roshan	B.A. III (22238)	- Sports	<i>Hritik</i>
7) Sanjana Tomar	B.A. II (23209)	- Sports	<i>Sanjana</i>
8) Nikita Sharma	B.A. III (22206)	- Cultural Activity	<i>Nikita</i>
9) Gulshan Kumar	B.A. III (22216)	- Cultural Activity	<i>Gulshan</i>
10) Abhishhek Sharma	B.A. III (22250)	Nss (Boys)	<i>Abhishhek</i>
11) Kareena	B.A. III (3403)	Nss (Girls)	<i>Kareena</i>
12) Vivek	B.A. III (22109)	Rover	<i>Vivek</i>
13) Minakshi	B.A. III (22236)	Rangas	<i>Minakshi</i>

The President, Vice President, Secretary & Joint Secretary were issued blazers/coats on this occasion. All the office bearers and members were also given name plates of their names & posts on the day of oath taking.

[Signature]
Convener, CSCA Advisory Committee

[Signature]
Principal.

The oath taking Ceremony of college students Central Association (CSCA) - 2025-26 was held on 29-11-2025 at 12:00 PM in Library hall under the chairmanship of Dr. Ruldip Singh, Principal, Govt Degree College Kaffota (G.P.). The following office bearers/members took oath of their respective post:-

1. Ashish Dhiman	B.A. III	(23417)	President	Ashish Dhiman
2. Dhruva Chauhan	B.Com III	(23501)	Vice President	Dhruva Chauhan
3. Adali Shama	B.A. I	(25PS007)	Secretary	Adali
4. Neelam	B.A. II	(24H1004)	Joint Secretary	Neelam
5. Ritika	B.Com I	(25B603)	Academic Member	Ritika
6. Tulika	B.Com II	(24B6003)	Academic Member	Tulika
7. Ranjesh	B.A. III	(23236)	NSS	Ranjesh
8. Nitin	B.A. II	(24PS005)	NSS	Nitin
9. Vinay	B.A. III	(22232)	Sports	Vinay
10. Sakshi Chauhan	B.A. II	(23601)	Sports	Sakshi
11. Aday Sharma	B.A. II	(24PS002)	Rovers	Aday
12. Nikita	B.A. III	(23401)	Rangers	Nikita
13. Aman	B.A. III	(3232)	Cultural	Aman
14. Urvaaghi	B.A. III	(23211)	Cultural	Urvaaghi
15. Kritika Negi	B.A. II	(24H1007)	Red Ribbon Club	Kritika
16. Sheetal Sharma	B.A. III	(23410)	Red Ribbon Club	Sheetal

The President, Vice President, Secretary and Joint Secretary were issued blazers/coats on this occasion. All the office bearers and members were also given name plaques of their name and posts on the day of oath taking.

Convenor CSCA Advisory Committee

Principal
Govt. Degree College
Kaffota