



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MUNICIPAL POST GRADUATE COLLEGE

**MUNICIPAL POST GRADUATE COLLEGE, KINCRAIG, MUSSOORIE, DISTRICT-
DEHRADUN**

248179

www.mpgcollege.co.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2024

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Situated in the lap of a picturesque town, Municipal Post Graduate College is a well-known institution of higher education in Mussoorie. It attracts students not only from Mussoorie but also from remote and far-flung rural areas of the state. It is about 40 kilometers from the capital city Dehradun and is located at Kinraig, 1.5 km from Mussoorie town. The college was established in 1963 by Mr. Jagannath Sharma an eminent scholar, social worker, and Ex. Minister of Parliament. For the first two years college was affiliated with Agra University. Its affiliation was transferred to Meerut University (Now CCS University Meerut) in 1965. Affiliation of the college was again transferred from Meerut University to H.N.B. Garhwal University, Srinagar in 1973 and this affiliation continues to date. In 1963, the College started UG programs of study with subjects such as Hindi, English, Sanskrit, History, Economics, Political Science, and Sociology. The college was then known as Municipal Degree College. The Faculty of Science came into existence in 1965 with the introduction of a UG Program in Physics, Chemistry, and Mathematics. With the introduction of PG programs of study in Economics, Hindi, English, and Political Science the College was renamed as Municipal Post Graduate College in 1966. The Faculty of Commerce came into existence in 1983 with the introduction of a UG program in Commerce, while the P.G. Program of Study (M.Com.) under the Self-Finance Scheme commenced in 2001.

Since its inception, the College has been offering UG and PG programs of study in the Arts, Science, and Commerce. Bachelor of Arts (B.A.) in English, Hindi, Sanskrit, History, Economics, Political Science and Sociology; Bachelor of Science (B.Sc.) in Physics, Chemistry and Mathematics; and Bachelor of Commerce (B.Com.) in Commerce are the various degree programs at undergraduate level. Post Graduate Programs of study offered by the college include M.A.-English, M.A.-Hindi, M.A.-Economics, M.A.-Political Science, and M.Com in the subject of Commerce.

Vision

The vision of the college is to become a premium institution of higher education dedicated to academic excellence, holistic development, and community engagement. We aspire to create a dynamic and inclusive learning environment that fosters intellectual curiosity, nurtures critical thinking, and instills a sense of social responsibility. Our institution is driven by a commitment to inclusivity, diversity, and sustainability, aiming to build a community where individuals from diverse backgrounds thrive and collaborate to create positive societal impact. With these principles, we envision our institution as a catalyst for positive change, preparing students to sail through the complexities of the future and make meaningful contributions to a rapidly evolving world.

Mission

Our mission at the college is to make quality education accessible to students coming from remote and distant places by offering them a transformative learning experience. At Municipal Postgraduate College, we are committed to cultivating a sense of inclusivity in the diverse academic community that values creativity, intellectual curiosity, and ethical professionalism. With rigorous academic programs, innovative methods of teaching-learning, research-based opportunities, and community engagement initiatives, we aim to equip our

students with the knowledge and skills required to achieve personal and professional goals. Through participative and interactive awareness programs we strive to be a catalyst for regional development by contributing to the socio-economic advancement of the communities we serve and care.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

A thriving educational institution is built upon the strong foundation of committed management, a dedicated principal, an experienced and hard-working teaching staff, and a positive student-teacher relationship. These pillars collectively contribute to the holistic development and success of the institution, fostering an environment conducive to learning and personal growth. The strength of the college lies in:

1. **Committed Management:** The management plays a pivotal role in shaping the vision and mission of the college. Their dedication to providing quality education, creating a conducive learning environment, and ensuring the overall well-being of the students and staff is remarkable. The management has been very active in implementing policies to achieve the set objectives.
2. **Dedicated Principal:** The principal, the leader at the helm of the college, is guiding the college toward success. He is not only the administrator but also a visionary who has set high standards of academic excellence and character development. His dedication to continuous improvement to achieve excellence has been motivating the entire college community.
3. **Hardworking and experienced teaching staff:** Our teaching staff is the backbone of the college. Their hard work and experience bring a wealth of knowledge, expertise, and passion to the classroom. Through their dedication, they have become role models, and are inspiring students to pursue knowledge and develop skills to achieve success.
4. **Positive student-teacher relationship:** The cordial relationship between teachers and students has created a supportive learning environment in the college. This relationship is contributing to a positive learning atmosphere. The students are motivated to learn, seek guidance, and participate actively in their academic activities.
5. **Location of the college:** The College, located in a famous hill station, offers a pleasant, cool, and comfortable learning environment. Nature's gift is certainly an advantage to the college and has become its strength.

Institutional Weakness

1. **Scarcity of funds for infrastructural upgradation:** In the realm of higher education, the quest for excellence is an ever-evolving journey that hinges on the continuous upgradation of academic infrastructure. However, colleges grapple with the formidable challenge of scarcity when it comes to funding these necessary improvements. The scarcity of funds that affects growth and improvement has become a serious challenge to the colleges.
2. **No role of college in curriculum development:** While faculty members bring valuable expertise to the educational process, their influence on curriculum development is controlled by their limited or no participation in curriculum development. Although college teachers can contribute to course content and structure, major curriculum decisions are taken at the university level.
3. **Government restrictions on the intake of students:** One of the primary disadvantages of restrictions on student intake is limited access to education. This is particularly challenging in places like ours

where there is a high demand for education in many disciplines and a restrictive intake policy leads to many qualified students being denied admission. This hinders the educational aspirations of many deserving students.

4. **No transport facility for students:** Students residing in disconnected or remote areas face difficulty in reaching the college due to the lack of transportation options. This limited access hampers their ability to attend classes regularly, potentially leading to a disruption in their education. The absence of a transport facility poses a serious challenge to sustaining regular attendance, leading to a decline in academic performance and ultimately dropping out of their programs of study.

Institutional Opportunity

1. **Encouraging students to use e-library and online resources:** Through awareness campaigns and training sessions, students are encouraged to utilize e-library and online resources. This strategic approach helps foster independent learning, expand knowledge, and keep the learner at the forefront of the rapidly evolving digital landscape. Online resources and e-library platforms are user-friendly and easily accessible thus making the teaching-learning process a remarkable learning experience. For this purpose, the college has a dedicated computer lab with a high-speed internet connection and a computerized library equipped with numerous books and other resources.
2. **Add-on courses for enhanced learning:** Add-on courses, also known as extra courses, are introduced in the college to enhance the overall educational experience of the students. These courses are taught along with regular programs of study and provide opportunities for skill development and a broader understanding of various other subjects.
3. **New programs of study for better opportunities:** To attract a broader range of students with varied interests and career aspirations our college is working on introducing new programs of study that offer better career opportunities for the students.
4. **Need-based financial aid for students:** By implementing a combination of student aid programs, like scholarships, fee-waver, and other aid options, the college is working on increasing the number of financial assistance for students from weaker sections of society.

Institutional Challenge

The Municipal Post Graduate College in Mussoorie operates in a unique geographical setting, nestled in the picturesque hills of the region. While the natural beauty of the surroundings adds to the charm of the institution, it also presents several challenges that must be addressed:

1. **Hill Terrain Challenge:** The hilly terrain impacts the availability of resources and amenities essential for academic and extracurricular activities. Access to reliable internet connectivity, adequate sports facilities, and recreational space are limited, hindering the overall student experience and holistic development.
2. **Competition from private institutions in education:** Competition from private institutions in the education sector has become a significant aspect of the educational landscape. As these institutions are equipped with better educational infrastructure they pose serious challenges to public institutions with limited resources.
3. **The low market value of conventional degree programs:** The perception of a low market value for

conventional degree programs is a growing concern in the context of an evolving job market and changing industry demand. This perception has become a challenge for colleges like ours.

4. **Lack of immediate employment opportunities for graduating students:** The lack of immediate employment opportunities for graduating students is a significant challenge that is affecting both individuals and the broader society. Several factors contribute to this issue, and addressing it requires a multifaceted approach.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The Municipal Post Graduate College in Mussoorie is affiliated with Hemvati Nandan Bahuguna Garhwal University, offering diverse undergraduate and postgraduate programs in Science, Commerce, and Arts. Since the implementation of the Choice-Based Credit System (CBCS) in 2017-2018, the college has allowed its students to choose their courses according to their interests and career goals. The college has been dedicated to addressing social issues and promoting values through seminars, workshops, and lectures, focusing on gender equality, environmental awareness, and societal issues like girls' education and health. It also commemorates national days to instill patriotism and moral values with lectures on national leaders and freedom fighters. The college collects feedback from students and stakeholders to improve academic infrastructure, teaching methods, and student support services, enhancing the educational experience.

Curricular aspects play a vital role in shaping the students' academic experience in college, providing them with the knowledge, and skills they need to succeed in their chosen fields. Various components of curricular aspects and credit requirements are:

1. **Curriculum Design:** The curriculum, designed at the university level, encompasses course selection, sequencing, and interdisciplinary integration. The college adheres to the university-designed curriculum, which aligns with its mission and objectives.
2. **Compulsory Course Requirements:** Also known as value-added courses (VAC), these foundational courses are mandatory for all students regardless of their majors. Covering essential skills such as environmental sciences, life skills, communication, personality development, and the Indian knowledge system, these courses contribute to the holistic development of the learners.
3. **Skill Enhancement Courses:** Mandatory for specific majors, these courses aim to augment knowledge and skills relevant to the respective fields of study.
4. **Major courses:** Each program entails its own set of required majors, alongside electives and other courses, essential for degree completion.
5. **Electives:** Offered in diverse areas of interest beyond major courses, the electives provide the students with an opportunity to explore various other subject fields suitable to their interests.
6. **Credit Requirement:** Each course carries a designated number of credits, and they are earned on successful completion of the course exam. Graduation requires accruing credits from various courses such as majors, electives, compulsory courses, and skill enhancement courses.

Teaching-learning and Evaluation

The college attracts students from diverse backgrounds and the majority of them come from the surrounding rural areas of this hill station. For the maximum benefit to students the college focuses on:

1. **Understanding Students' Needs:** Recognizing that learners come from diverse backgrounds, and have different learning styles, communication skills, and other abilities, the teaching methodology adopted by the college is made student-friendly. As an example, to bridge the communication gap lectures and examinations are conducted in English and the local language of the community which is Hindi.
2. **Clear Objectives:** To help both the teacher and the students clear learning objectives are set. The objectives are specific, measurable, achievable, and time-bound.
3. **Active Engagement:** Active engagement makes the delivery mechanism efficient. This is done by encouraging students to participate in group discussions, problem-solving activities, experimental learning, and interactive multimedia activities.
4. **Use of different teaching methods:** A variety of teaching methods, to accommodate different learning styles and preferences, are adopted in the classes. These include lectures, discussions, interaction, and experimental learning activities.
5. **Integration of Technology:** By leveraging technology tools and resources teaching-learning experience is enhanced. This is achieved by using educational software, Automated Library, etc.
6. **Assessment and Feedback:** Students are subjected to regular assessments through quizzes, assignments, tutorials, and written exams. Feedback from students is collected regularly and analyzed to improve upon the teaching-learning methods and evaluation system.
7. **Supporting Learning Environment:** The College has created a positive and inclusive learning environment in the classrooms and seminar halls to make the students feel safe, motivated, and respected. Addressing individual needs, fostering collaboration, and building rapport contribute to a conducive learning environment in the college.
8. **Promoting Critical Thinking:** Students in classes are encouraged to think critically, develop analytical skills, and apply knowledge to solve problems. This involves fostering skills such as reasoning, self-evaluation, synthesis, and creativity.
9. **Cultural Sensitivity and Diversity:** Recognizing and respecting the cultural differences and diversity within the learning community the college promotes equality and strives for creating a student-friendly atmosphere in the campus.

Research, Innovations and Extension

1. **Research initiatives:** The college prioritizes research endeavors, encouraging individual, team, and collaborative efforts aimed at advancing knowledge and addressing societal issues. Notably, the Departments of Commerce and Sanskrit guide research scholars toward establishing independent research centers within the college.
2. **The research environment at the college:** A vibrant research culture is fostered through active participation, collaborative initiatives, and faculty involvement. This environment promotes intellectual curiosity and academic excellence, essential for nurturing innovation.
3. **Library for research activities:** The college library serves as a crucial resource hub for researchers, offering access to a wide array of information sources including books, journals, electronic databases, and study spaces equipped with necessary amenities like computers and printers.
4. **Research centers in the college:** Dedicated units within the college focus on conducting advanced research in specific fields, bolstering the institution's research culture. The Departments of Sanskrit and Commerce are actively engaged in establishing such research centers.
5. **Publications in Journals:** Sharing research findings through academic journals enhances scholarly communication and contributes to the advancement of knowledge. Researchers at the college regularly publish their work in reputed national and international journals.

Extension activities: These initiatives extend the institution's resources beyond academia to engage with the community and facilitate knowledge transfer:

1. **Indoor games:** The college provides spaces for indoor games such as chess, badminton, and table tennis, fostering recreational activities among students and staff.
2. **Yoga Center:** Open to students, staff, and alumni, the Yoga Center promotes physical, mental, and emotional well-being through various yoga activities.
3. **Gym:** Equipped with fitness equipment, the college gym promotes physical and mental wellness among the college community.
4. **Blood donation:** Students actively participate in blood donation drives, advocating for voluntary blood donation to support medical emergencies.
5. **Green and clean campus initiatives:** Collaborative efforts involving students, staff, and NSS volunteers ensure the maintenance of a green and clean campus environment through activities like planting, watering, and foliage cleaning.

Infrastructure and Learning Resources

1. **Programs and Courses of Study:** Municipal Post Graduate College offers undergraduate and postgraduate programs in Science, Arts, and Commerce, including B.Sc., B.Com, and B.A. at the undergraduate level and M.Com, and M.A. in various disciplines at the postgraduate level. Additionally, several add-on courses are offered by various departments.
2. **ICT Infrastructure:** The college is equipped with high-speed internet, Wi-Fi, a dedicated computer lab, and an automated library, enhancing the educational experience and administrative efficiency. Students have open access to online resources through interconnected systems.
3. **Automated Library:** Streamlining processes and increasing accessibility, the automated library management system integrates with educational platforms, allowing seamless access to resources for students and faculty, and facilitating 24/7 availability.
4. **Computers, projectors, and other hardware:** A dedicated computer lab and ICT-enabled classrooms create a dynamic learning environment. Security cameras ensure campus safety and monitor activities electronically.
5. **Internet and Wi-Fi facility of the college:** Integral to modern life, internet and Wi-Fi facilities empower students with access to educational resources, fostering collaboration and preparing them for the demands of a digitally connected world.
6. **A functional College website:** Serving as a hub for students, the website provides access to information, course materials, and e-learning resources, streamlining enrollment processes and offering insights into career paths and networking events.
7. **Personal Laptops for research and other academic activities:** Indispensable tools for academia, personal laptops support various academic activities, including multimedia presentations, data analysis, and research work.
8. **Dedicated common room for female students:** Providing a comfortable space for relaxation, study, and socialization, the dedicated common room fosters inclusivity and community among female students.
9. **A common room for female faculty:** Promoting a supportive environment, the dedicated space offers female faculty members a comfortable setting for relaxation, collaboration, and socialization.
10. **Uttarakhand Open University (UOU):** Established in 2018, the UOU Center caters to the educational needs of students from different states, allowing them to study while working or engaged in other professions.

Student Support and Progression

1. **Healthy and calm ambiance of the college:** A healthy and calm ambiance fosters academic success, mental well-being, and community cohesion. This is achieved through safety measures, mental health support, holistic development, and engagement in extracurricular activities.
2. **Initiatives for holistic development of the students:** Encouraging student's participation in skill development programs, cultural programs, and sports activities nurtures students' emotional, social, and ethical dimensions alongside academic pursuits.
3. **Dedicated mentoring of the students:** Strong mentor-student relationships provide guidance and support for academic and personal growth, contributing significantly to student success and well-being.
4. **COVID-19 vaccination camps in the college:** Organizing vaccination camps contributed to creating a safer environment for students, faculty, and staff, aligning with government efforts in combating the pandemic.
5. **Efficient Grievance Redressing Cell:** An efficient Grievance Redressing Cell promptly addresses student concerns to ensure swift and satisfactory resolutions.
6. **Anti-ragging measures:** Strict policies and disciplinary actions deter any form of harassment, ensuring a safe and welcoming environment for all students.
7. **Gender sensitization measures and initiatives:** Inclusive policies and initiatives foster a respectful and supportive environment, promoting awareness and understanding of gender issues.
8. **Career Counseling Cell:** Through guidance and resources students are assisted in exploring interests, skills, and career opportunities through aptitude tests, personality assessments, and interest inventories.
9. **Supportive College Staff:** Beyond academic assistance, staff members provide emotional support, personal development guidance, and continuous professional development, nurturing students comprehensively.
10. **Participation in Extracurricular Activities:** Encouraging involvement in extracurricular activities complements academic pursuits, facilitating personal growth, skill development, social interaction, and community engagement while maintaining a balance with academic responsibilities.

Governance, Leadership and Management

1. **Vision and mission in alignment with national policies:** Governance structures adhere to national regulations, promoting transparent decision-making and compliance with financial and academic standards. The college's mission statement reflects alignment with national higher education policies, emphasizing quality education, research excellence, and community engagement.
2. **Decentralized decision-making practices:** Empowering college committees fosters innovation and efficiency, promoting agility and engagement in administrative processes.
3. **IQAC ensures quality education:** The Internal Quality Assurance Cell (IQAC) ensures and enhances education quality through policy formulation, infrastructure upgrades, and continuous assessment methods, fostering a culture of improvement and best practices.
4. **Faculty development programs for teachers:** Teachers participate in various training programs to enhance teaching quality, including faculty development programs, refresher courses, and orientation sessions.
5. **Support system for teachers working for higher degrees:** The college supports teachers pursuing advanced degrees with reduced workloads, study leaves, and other benefits to excel in their academic and research pursuits.
6. **E-governance:** Information and communication technologies streamline services, enhance efficiency,

and promote transparency in areas such as university examinations, finance management, and scholarships.

7. **Performance evaluation of employees:** Performance evaluation, conducted through PBAS and annual appraisal reports, maintains high standards, ensures accountability, and fosters continuous improvement among staff.
8. **Accounts auditing:** Regular independent audits by external auditors ensure financial reliability, credibility, and transparency, building trust among stakeholders and regulatory authorities.

Institutional Values and Best Practices

1. **Honesty and a sense of responsibility:** Fundamental to academic success, honesty and responsibility uphold academic integrity, fostering personal growth and ethical development within the institution. These values create a positive and ethical foundation for lifelong learning and professional growth.
2. **Celebration of important days:** Commemorating significant historical events fosters a sense of continuity and connection to history, highlighting cultural heritage, traditions, and values. Such celebrations promote unity, diversity, and collective objectives within the community.
3. **Gender sensitization:** Promoting awareness and understanding of gender issues challenges stereotypes and biases, fostering a more inclusive and equitable society. Gender sensitization creates a respectful environment by sensitizing students to diverse gender experiences and challenges.
4. **Anti-ragging measures:** Clear policies and disciplinary actions against ragging ensure a safe and supportive campus environment. Strict consequences, including suspension, expulsion, fines, or legal action, are initiated based on the severity of the offense.
5. **Zero tolerance policy:** Upholding a zero-tolerance policy against prohibited behavior deters misconduct, ensuring a safe and respectful campus environment. Disciplinary measures are enforced, ranging from expulsion to legal action, depending on the offense's severity.
6. **Use of LED lights to promote Energy-Conservation:** Installation of energy-efficient LED lights minimizes power consumption, offering longevity and sustainability compared to traditional lighting sources. This initiative aligns with environmental conservation efforts and promotes resource efficiency.
7. **Green and clean campus initiatives:** Establishing waste management systems and banning single-use plastics contribute to a clean and sustainable campus environment. These initiatives enhance visual appeal, promote healthier living, and demonstrate a commitment to environmental stewardship.
8. **New programs of study:** Responding to societal, industrial, and individual needs, the college introduces new courses of study, enriching the learning environment and preparing students for collaborative and inclusive workplaces. This initiative ensures the institution remains responsive and relevant in a rapidly evolving educational landscape.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MUNICIPAL POST GRADUATE COLLEGE
Address	Municipal Post Graduate College, Kinraig, Mussoorie, District- Dehradun
City	Mussoorie
State	Uttarakhand
Pin	248179
Website	www.mpgcollege.co.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Anil Kumar Chauhan	0135-2632889	9758033030	0135-2632889	mpg.college@yahoo.com
Associate Professor	Ganga Sharan	-	9412105808	-	physicsmpgcollege@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Uttarakhand	Hemwati Nandan Bahuguna Garhwal University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	21-12-2023	View Document
12B of UGC	21-12-2023	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Municipal Post Graduate College, Kinraig, Mussoorie, District- Dehradun	Hill	15	3832.89

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts Faculty,Hindi English Economics Political Science History Sociology Sanskrit	36	H S C	English,Hindi	420	275
UG	BCom,Commerce Faculty,	36	H S C	English,Hindi	120	59
UG	BSc,Science Faculty,Physics Chemistry Mathematics	36	H S C Science	English,Hindi	60	8
PG	MCom,Commerce Faculty,	24	Graduation	English,Hindi	60	33
PG	MA,Hindi P G Department,Hindi	24	Graduation	Hindi	60	1
PG	MA,English P G Department,English	24	Graduation	English	60	5
PG	MA,Economics P G Department,Economics	24	Graduation	English,Hindi	60	6
PG	MA,Political Science P G Department, Political Science	24	Graduation	English,Hindi	60	21

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				7				16			
Recruited	0	0	0	0	5	2	0	7	6	8	0	14
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				18
Recruited	15	3	0	18
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				3
Recruited	1	2	0	3
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	1	0	0	0	0	0	1
Ph.D.	0	0	0	4	1	0	5	3	0	13
M.Phil.	0	0	0	0	1	0	0	0	0	1
PG	0	0	0	0	0	0	0	3	0	3
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	1	0	1
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	342	0	0	0	342
	Female	444	0	0	0	444
	Others	0	0	0	0	0
PG	Male	44	0	0	0	44
	Female	90	0	0	0	90
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	89	66	81	94
	Female	83	85	115	124
	Others	0	0	0	0
ST	Male	0	1	7	4
	Female	4	3	2	1
	Others	0	0	0	0
OBC	Male	159	163	169	144
	Female	211	226	262	183
	Others	0	0	0	0
General	Male	216	248	232	284
	Female	229	259	272	333
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		991	1051	1140	1167

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>Multidisciplinary and interdisciplinary curricula expose students to a broader range of knowledge and perspectives and prepares students to address global challenges and for effective communication. Municipal Post Graduate College is a holistic interdisciplinary and multidisciplinary college as envisaged by the New Education Policy 2020. Under Graduate students' study both Interdisciplinary and Multidisciplinary subjects which provides graduates with a versatile skill set for diverse career paths and aligns with modern education preferences. Even the post graduate students are offered choices to select the papers of their interest as per the prescribed curriculum of the University. The Municipal Post</p>
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	<p>Graduate College also offers Additional Multidisciplinary Skill Courses (AMSC) like Basic Yoga Practices, Physical Education/ Sports Management, Folk and Culture, Indian Traditional Music, and Tour and Travel Operator. As per the UGC guidelines, Multiple Entry and Exit options are available for the students. Certificate, Diploma, and Degree will be awarded for the students who exit after 1st, 2nd and 3rd year respectively. The college in collaboration with Uttarakhand Open University promotes interdisciplinary/multidisciplinary curricula for the development of innovative thinking.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>As per the New Education Policy (2020), students at the undergraduate, and postgraduate levels are required to create their 'Academic Bank of Credit account'. This bank keeps track of the courses they complete. When students complete a course, they earn credits that are stored in this bank. Once they gather enough credits by finishing courses over the years, they'll receive certificates, diplomas, or degrees. For example, after finishing the first year, they get certificates. After the second year a diploma and after completing all three years, they'd earn their degree. It's like collecting points for each class they pass and when they collect enough points, they can get different levels of recognition for their hard work.</p>
<p>3. Skill development:</p>	<p>Skill development courses aim to equip students with practical and industry-specific skills relevant to modern times. Municipal Post Graduate College offers numerous Skill Enhancement Courses and Multidisciplinary courses to enhance analytical abilities and decision-making skills applicable in contexts. These skills prepare the student for roles in the growing varied fields. Courses like Entrepreneurship and Start-Up foster an entrepreneurial mindset and provide the tools for starting and managing a business. Value-added courses (VAC) designed to add value to the overall personality of students have been introduced in the College. The focus areas of these courses are Life Skills, Communication Skills, Personality Development, Connecting to Environment and Community, Culture, traditional and moral values, etc. The college even offers Additional Multidisciplinary Skill Courses (AMSC) like Basic Yoga Practices, Physical Education/Sports Management, Folk and Culture, Indian Traditional</p>

	<p>Music, and Tour and Travel Operator. The Cultural Committee established in the Municipal Post Graduate College offers an annual membership for students interested in dancing, painting, etc. Similarly, the college has established a Sports Committee to encourage students to participate in Inter-College Competitions.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The New Education Policy 2020 aims to bring about comprehensive reforms in the Indian education system and recognizes the importance of integrating traditional Indian knowledges, languages and cultural practices into the curriculum. At Municipal Post Graduate College Mussoorie, an Indian Knowledge System is offered as a Value-Added Course, aligning with the latest NEP-2020 syllabus. The course covers Indian philosophy and literature from eminent figures like Maharishi Vyas, Manu, Kanad, Pingala, Parasar, Banabhatta, Nagarjuna, and Panini. Emphasizing Vedas, Upvedas, Yoga, Shastra, Shad Darshan, and more, the college strives to preserve and promote ancient Indian traditional knowledge. Unique traditional practices and applied knowledge, such as Vaidya, Tantra-Mantra, and Amchi Medicine systems, are explored in this course. Municipal Post Graduate College conducts all UG and PG courses bilingually in Hindi and English. The institution promotes the preservation of the mother tongue by adopting Hindi as the campus language for official communication. The college organizes field trips to local heritage sites, and museums fostering an understanding of cultural and traditional values. Hindi Sahitya Parishad (Hindi Literature Association) has been established to promote indigenous knowledge. The college library houses a diverse collection of books in Hindi and Sanskrit covering topics such as ancient scriptures, philosophical texts, and historical events.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The National Education Policy aims to implement Outcome Based Education (OBE); a method centered on educational goals. In Municipal Post Graduate College various programs emphasize OBE, tailored to meet regional and global demands. The College instills graduate attributes aligned with its vision, incorporating clearly defined Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The curriculum following a top-down approach, focuses on developing students'</p>

	<p>attitudes, skills, and knowledge. Each course, spanning theory, practical work, field projects, workshops, and internships, is meticulously designed to align with these outcomes, targeting cognitive abilities and emphasizing social responsibility, ethics, and entrepreneurial skills. The College ensures that students actively contribute to the nation's economic, environmental, and social well-being, adhering to the spirit of the National Education Policy. College Career Counselling and Placement Service in the Municipal Post Graduate College aims to provide employment guidance to students and help in subject selection. Through this service, various training programs and workshops are organized for the personal and capacity development of the students.</p>
6. Distance education/online education:	<p>The Municipal Post Graduate College, Mussoorie, has a Memorandum of Understanding (MoU) with Uttarakhand Open University (UOU), Haldwani. Under this memorandum a UOU study and examination center was established in July 2018, offering distance education programs including B.A., B.Com, M.A., and M.Com. Besides this, the college promotes registration for online courses via platforms like SWAYAM, NPTEL, MOOCs, and Course-Era. Leveraging tools like WhatsApp, Zoom, Google Meet, and Gmail, vital information is communicated to undergraduate and postgraduate students. This increases attendance and participation for students from distant locations.</p>

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	<p>The Electoral Literacy Club (ELC) was first established in the college on January 25, 2019, with the aim of raising student awareness about their democratic rights and the importance of voting in elections. Subsequently, on January 25, 2023, the college launched the SVEEP program, which is the flagship initiative of the Election Commission of India focused on voter education, spreading voter awareness, and promoting voter literacy nationwide. In accordance with these initiatives, the state of Uttarakhand has directed all colleges to establish an ELC to educate and inform students about the electoral process.</p>
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<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>The administrative setup of the Electoral Literacy Club (ELC) in the college is structured as follows: Dr. Amitabh Bhatt, Head of the Department of Political Science, serves as the Nodal Officer, while Dr. R.P.S. Chauhan, Head of the Department of Hindi, is the Coordinator. All college students are automatically members of the ELC. The executive committee of the club is elected or nominated by the Principal based on the convener's recommendation. This committee comprises a President, Vice-President, Secretary, and Campus Ambassador. Ashutosh Joshi a student in B.A.1st Semester and Km. Saloni Chauhan a student in B.Com 1st Semester are the campus ambassadors. The committee is impartial, ensuring that no member has been involved in supporting any candidate in the college student union elections. Moreover, the committee ensures a diverse and inclusive approach to its activities and initiatives.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The Electoral Literacy Club (ELC) at Municipal Post Graduate College, Mussoorie, engages in various activities to promote voter awareness and participation:</p> <ul style="list-style-type: none"> • Conduct awareness camps and drives annually to add names to the voter list. • Organizes awareness drives and lectures for students, faculty, and the local population. • Hold special enrollment campaigns with the district election office and local government. • Conducts door-to-door campaigns to register new voters. The club's main objectives are: • Creating awareness among faculty and students through rallies and lectures. • Educating the local population about the electoral process and voter enrollment through learning materials and pamphlets. • Familiarizing people with electronic voting machines (EVM) and Voter Verified Paper Audit Trail (VVPAT). • Using the student body to conduct rallies and awareness drives on voter awareness and electoral malpractices. • Sensitizing first-time voters about the importance of their vote. • Emphasizing the value of confidentiality during the voting process. • Facilitating voter registration for newly eligible voters. • Educating students about the ethical principles involved in exercising their electoral rights
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content,</p>	<p>Under the joint efforts of the Electoral Literacy Club (ELC) and National Service Scheme (NSS), Municipal Post Graduate College, Mussoorie, has</p>

<p>publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>initiated numerous awareness programs. These include organizing lectures, campaigns, and engaging competitions such as poster designing and quizzes. These initiatives focus on enhancing student interest and knowledge regarding elections thus creating a more informed and participative student community.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The Electoral Literacy Club (ELC) at Municipal Post Graduate College, Mussoorie, has been actively involved in promoting awareness of the 'Right to vote' among students, faculty, and the community. It aims to foster critical thinking on election rights, Indian democracy, and electoral processes, educating future voters about enrollment, EVM/VVPAT procedures, and ethical voting principles such as 'Every vote counts' and 'No voters to be left behind'. The college ELC conducts various activities including door-to-door voter registration campaigns, lectures, poster and quiz competitions, and distribution of election-related material provided by the district election commissioner's office. Year-wise activities conducted by ELC are as follows: 2019-2020: Conducted an awareness drive program titled "Jago Matdata Jago" in collaboration with the Political Science department on January 25, 2019. Activities included lectures, extension activities like camps, distribution of Form-6 for voter registration, and student rallies in the town market. 2020-2021: Despite the challenges posed by COVID-19, no programs were canceled, and the ELC continued its activities to raise awareness about electoral rights and voter registration. 2021-2022: Conducted an awareness extension program cum rally on November 24, 2021, focusing on voter awareness and enrollment in the voter list. Voter registration drives were held on November 4th, 5th, 25th, and 26th, 2023, emphasizing the importance of electoral participation and ethical voting practices.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
868	884	982	942	923

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 20

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	15	15	16	17

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
10.62	23.92	11.90	10.48	11.17

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Municipal Post Graduate College Mussoorie is affiliated to HNB Garhwal University Uttarakhand. The college strictly follows the university's prescribed curriculum and makes every effort to achieve academic excellence by adopting academic flexibility measures. The curriculum is visualized with an inclusive approach of providing access to students of different societies, rural, semi-urban, and most of all the needy and downtrodden ones. With the session of 2022-2023, NEP has been implemented and the curriculum as prescribed by the HNB Garhwal University is being followed.

For effective curriculum delivery, the following steps are taken:

- The academic calendar of the college is prepared following the affiliating HNB Garhwal University and included in the college prospectus.
- Only during the COVID-19 lockdown, some changes were made as per the guidelines received from higher authorities in the academic calendar for the year 2021-22. Offline classes resumed after the lockdown.
- The general timetable for UG classes was prepared by the timetable committee after discussion with respective departments. For PG classes, the timetable is prepared at the departmental level.
- The college conducts invited lectures, quiz competitions, debate competitions, essay writing competitions, and various other activities for the overall development of students.
- Students are encouraged to consult the library regularly. The library has a facility of Reading Room as well.
- Feedback on curricular aspects is taken annually from students, teachers, alumni, and employers.
- Classes of students are conducted regularly. Science subject has practical classes while the humanities have fieldwork and dissertations.
- The proctorial board of the college takes necessary actions against the students who breach the discipline inside the college premises.
- Teachers conduct internal exams, surprise tests, and group discussions for their students before the final examinations.
- Internal and external examination weightage is 30 % and 70 % respectively for UG courses and 40 % and 60% respectively for PG courses.
- The academic calendar is planned and prepared by the members of the academic calendar committee in consultation with the IQAC and the department's HOD which is then distributed to the department.
- The academic calendar of the colleges is in synchronization with the university calendar.
- Each teacher effectively carries out his/her academic and administrative responsibilities at both the institutional and university levels.

- Results are published according to affiliating University norms where the marks of internal exams are displayed on the notice board detailed
- Feedback is provided to the students on their performance in internal examinations. Suggestions are also provided for improvement. Examination-related grievances are addressed promptly.
- The final marks obtained by students in sessional exams are uploaded on affiliating universities' websites (www.hnbgc.ac.in).

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 6

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 4.07

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online

courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
187	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

- The college has established a committee specifically dedicated to promoting diversity and inclusion on campus. This committee organizes events, workshops, and seminars focusing on embracing cultural differences, fostering a sense of belongingness, and promoting mutual respect among students from various backgrounds.
- Efforts are made to integrate digital literacy and technological advancements into the curriculum, ensuring that students are equipped with the necessary skills to thrive in the digital age. This includes workshops on digital ethics, online safety, and utilizing technology for social good.
- In collaboration with local communities, the college organizes regular community service initiatives such as health and hygiene including cleanliness drives, tree plantation campaigns, blood donation, Himalaya Diwas, rallies, and various other awareness programs on important social issues.
- The college hosts regular sports activities where students participate in various sports and games, promoting physical fitness, teamwork, and sportsmanship among the students. The students usually participate in inter-collegiate games at the University level.
- The career guidance and placement cell organizes career counseling sessions every Saturday for 1 hour, especially for final-year students. The students are informed about career guidance and various other opportunities at the national level. Few sessions are arranged for enhancing their professional careers and employability skills.
- The college encourages student entrepreneurship through innovative programs and provides support and mentorship to aspiring student entrepreneurs.
- To promote mental health and well-being, the college offers counseling services, and stress management sessions for students to cope with academic pressures and personal challenges effectively.
- Regular feedback mechanisms are in place to gather input from students regarding the

effectiveness of these initiatives and to continuously improve and tailor the programs to meet the evolving needs of the student community.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 7.26

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 63

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 56.38

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
442	473	444	563	615

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
900	900	900	900	900

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 49.73

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
176	182	185	213	251

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
423	423	423	423	333

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 51.06

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

- Active learning shifts the educational focus from passive reception of information to active engagement in the learning process. Students are encouraged to take responsibility for their learning outcomes, fostering independence and self-motivation.
- By promoting critical thinking and problem-solving skills students are prepared to analyze information, draw conclusions, and apply their knowledge effectively in various contexts.
- Through activities such as research projects/dissertations, seminars, and collaborative discussions, students develop a deeper understanding of the subject matter and are better equipped to think critically and creatively.
- Collaborative learning environments facilitate teamwork and peer learning, enabling students to learn from each other's perspectives and experiences.
- Assignment tasks and group discussions encourage active participation and engagement, allowing students to share ideas, discuss concepts, and collectively solve problems.
- Collaborative learning promotes inclusivity and diversity, fostering a sense of belongingness and mutual respect among students while enhancing communication and interpersonal skills.
- Interactive lectures and discussions create dynamic learning experiences, keeping students actively engaged and interested in the subject matter.
- By incorporating multimedia, hands-on activities, and real-world examples, instructors make learning more relatable and meaningful, encouraging students to connect theory with practice.
- Encouraging exploration beyond the prescribed curriculum through projects, presentations, and fieldwork allows students to pursue their interests and develop a deeper understanding of the topics.
- Interdisciplinary collaboration among students fosters creativity, innovation, and a holistic approach to problem-solving, preparing them for diverse challenges in their future careers.
- Integrating hands-on experiences with classroom learning enhances students' skills in critical thinking, decision-making, and problem-solving, making them more adaptable and competent professionals.
- By engaging in authentic tasks and projects, students develop a deeper understanding of complex concepts and gain valuable insights into industry practices and trends.
- Teachers leverage ICT tools to augment their teaching methods and improve effectiveness in delivering lessons. They integrate various ICT-enabled techniques into their teaching methodologies, utilizing the available tools within the college infrastructure.
- Amid the COVID-19 pandemic, all classes were shifted to an online mode to ensure continuity in education. Teachers primarily utilized online teaching platforms such as Zoom, Google Meet, and WhatsApp for delivering instructional content and conducting virtual classes.
- Whatsapp groups have become instrumental in reaching out to students promptly and effectively. They are the convenient communication channel where teachers share announcements, assignments, and important updates with students.
- Through departmental activities, the college organizes screenings of novels and movies that focus on social issues and relevant themes. These activities help in engaging students, sparking discussions, and raising awareness about important societal topics.
- The college is equipped with 44 computers and a high-speed broadband internet connection of 300Mbps, ensuring seamless access to digital resources and online platforms.
- The library has been automated and upgraded to provide students with a wide range of resources, including course-related books, competitive exam materials, e-books, e-resources, and e-journals. Students benefit from a comprehensive collection of digital resources, enabling them to access information, conduct research, and enhance their academic learning experience.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 69.57

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
23	23	23	23	23

File Description

Document

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 77.5

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
13	12	12	13	12

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

- The college operates on a semester-based examination system, conducting internal assessments periodically throughout each semester.
- Students are evaluated through tests, assignments, viva voce, and other assessment methods multiple times during a semester, assessing their progress and understanding of the course content at different stages.
- Internal assessment and other evaluations align with the semester's duration and course content.
- Tests cover specific topics or chapters, assignments are either research-based or problem-solving tasks, and viva voce involves oral examinations to assess students' understanding and communication skills. All these assessments are designed to align with what students have learned during the semester.
- Marks obtained from internal assessments are submitted online following guidelines from the affiliating university, with hard copies sent for compliance and record-keeping.
- This process ensures that student grades are accurately recorded and comply with university standards.
- Before each internal evaluation, students receive academic guidance tailored to their needs. Academic guidance includes study tips, review sessions, and additional resources to help students prepare effectively for assessments.
- Timely communication of important dates, exam notices, and updates regarding internal assessments is done through notice boards, the college website, and class WhatsApp groups.
- This ensures that students are well-informed about exam schedules, deadlines for assignments, and any changes or updates related to internal assessments. This facilitates proper preparation and planning.
- The examination cell serves as a crucial link between students and the university, addressing grievances directly or by liaising with university authorities when necessary.

- The examination cell handles student grievances related to exams, ensures fair conduct during assessments, and communicates with the university to resolve any issues or concerns that may arise.
- The college follows IQAC guidelines to maintain quality standards in internal assessments, ensuring consistency, fairness, and continuous improvement in the evaluation process.
- The Internal Quality Assurance Cell (IQAC) guidelines provide a framework for maintaining high standards in educational processes, and promote fairness, and transparency, in assessment practices.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

- The program and course outcomes of each subject are meticulously designed with specific objectives in mind. These objectives aim to instill important values such as human ethics, environmental consciousness, leadership qualities, and promote gender equality among students. By focusing on these areas, the college contributes significantly to the overall constructive grooming and character development of its students.
- The college's multidisciplinary and interdisciplinary programs play a pivotal role in fostering innovative ideas, encouraging critical thinking, and nurturing entrepreneurship among students. These programs offer a holistic approach to education by integrating various fields of study, ensuring that students receive a well-rounded and comprehensive learning experience across disciplines such as Humanities, Commerce, and Science.
- The program and course outcomes emphasize the development of good employability skills, the integration of traditional Indian knowledge systems with contemporary education, and the acquisition of in-depth subject knowledge through innovative teaching methodologies. This ensures that students are not only academically proficient but also well-prepared for the challenges of the professional world.
- Field surveys, educational tours, dissertation work, and project assignments are integrated into the curriculum to enable students to connect theoretical knowledge with practical applications. These experiences foster critical thinking, enhance problem-solving abilities, and provide valuable hands-on learning opportunities that prepare students for real-world challenges.
- The college fosters inclusive education by disseminating knowledge without discrimination based on caste, creed, or gender. This inclusive approach ensures holistic development for all students, creating a conducive learning environment where every individual can thrive and reach their full

potential.

- A dedicated career counseling cell assists students in making informed career decisions, leading to successful employment opportunities across diverse sectors. The guidance and support of Alumni contribute significantly to the professional growth and success of graduates from the college.
- Cultural, sports, and community development activities are instrumental in developing leadership qualities, enhancing task attainment abilities, and building confidence among students. These extracurricular activities provide practical avenues for students to apply and enhance the skills learned in the classroom, contributing to their overall development and success.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Evaluation of attainment of COs and POs:

Evaluation of attainment of course outcomes and program outcomes is essential for assessing the effectiveness of educational programs. For an effective assessment of the attainment of course outcomes and program outcomes, the college employs the following strategies:

Course Outcome Evaluation:

- **Through Various Assessment Tools:** The students' achievements of course outcomes are measured by their performance in written exams, oral tests, surprise quizzes, viva voce, project presentations, and practical examinations.
- **Performance data analysis:** Students' performance data is analyzed to identify their strengths and weaknesses and suggestions are provided for improvement.
- **Feedback mechanics:** Based on students' performance against course outcomes, constructive feedback is provided guiding them to focus on areas of weaknesses for improved performance in the course of study.
- **Continuous assessment:** The students are evaluated continuously throughout the course duration, their progress is monitored, and positive feedback for improvement is provided.
- **Alignment of Assessment:** The students are evaluated based on their understanding in the course

content that aligns closely with learning objectives and course outcomes.

Program Outcome Evaluation:

- **Stakeholder Feedback:** The College has an effective feedback system that collects data from various stakeholders including students, faculty, employers, and alumni. This data is used to assess the relevance and effectiveness of program outcomes.
 - **Alumni Tracking:** The College is working on developing an alumni tracking mechanism to gather data on alumni's perceived attainment of program outcomes and their success in applying their learning in the real world.
 - **Mapping of Program Outcomes and Course Outcomes:** Through the mapping of course outcomes to program outcomes, the alignment between the two levels of assessment is ensured.
- Longitudinal Studies:** Conduct longitudinal studies to track the progress of students

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 81.45

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
189	236	282	239	187

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
273	302	309	275	232

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.12

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

- Municipal Post Graduate College has been sustaining a culture of innovation in its academics and research. Two departments of the college are research (PhD) departments. English and Sanskrit departments of the college have their own libraries for PG & Research students. 10% of teachers are approved PhD guides from the HNB Garhwal University.
- The college library offers a wide range of facilities to the students for their academic activities. The college has 24039 books, 06 journals, 09 magazines (yearly/monthly subscription), and 05 newspapers. The college library includes several e-books and e-journals. The library houses a vast collection of books covering various disciplines and subjects, catering to the academic needs of not just students but also for the faculty members. Access to journals, magazines, newspapers, and academic publications in the library is a seamless experience. The library provides comfortable study spaces for around 40 persons allowing students to study individually and collaborate on projects.

- The computer lab in the college is equipped with 32 computers for students enabled with High-speed internet connectivity. All the faculties use their laptops for classroom teaching and research purposes. The college has two separate broadband connections, one for office purposes with a speed of 100 Mbps, and the other one, with a speed of 300 Mbps, for other college activities including campus Wi-Fi.
- A two-credit course on Indian Knowledge System (IKS)(NEP 2020), introduced in the college in the year 2022-23, provides students with a comprehensive understanding and appreciation of India's diverse cultural heritage, traditional knowledge systems, indigenous practices, ancient sciences, philosophy, arts, literature, and sustainable living practices.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 7

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	0	0	2	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 2.4

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8	8	6	14	12

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document

3.3.2**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.3**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	1	0	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The Extension Activities aim at developing amongst students a sense of participation in nation-building through Social work. This deepens their understanding of the social environment and enriches their personality through actual participation in the day-to-day activities of society. This process of learning is not only a desirable supplement to classroom education but also develops in the student a sense of responsibility, tolerance, and cooperation.

Regular activities:

- Cleanliness drive in and around the campus.
- Observance of Important Days & National Festivals.
- Organizing rallies to create awareness amongst the common mass for environmental protection, discouraging the use of plastics, Cleaning the rivers, gender matters, blood donation, etc.
- The college organizes neighborhood community activities through the Students' Union Women Cell, etc.
- During the COVID-19, students actively participated in community activities on and outside the campus.

Important activities include:

- The Swachh Bharat Abhiyan, International Women's Day, World Environment Day, International Child Rights Day, International World Yoga Day, Run for Unity, Azad ika Amrit Mahotsav, G-20 Submit competitions, etc. are celebrated by the college.
- Mussoorie Bicentenary Celebration was organized by the Municipal Board of Mussoorie in collaboration with the College where the students participated in various cultural activities.
- Participation in extension activities inculcated the values and social skills among the young students. During COVID-19, the Students Union along with other students of the college helped the community members and arranged food for them. Participating in community activities fostered the development of various qualities in students, such as courage, loyalty, discipline, time management, socialization, physical fitness, organizational ability, effective decision-making, and national integration.
- The overarching aim of these activities was to educate students through service to the community to achieve the objective. Engaging in community service activities raised students' awareness and understanding of social realities, encouraging them to care about the well-being of their community and participate in constructive social work. This involvement offered students a meaningful educational experience, helping them gain insights into their surroundings and nurturing a sense of civic responsibility.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Extension activities play a crucial role in bridging academic institutions with communities and societies, fostering mutual learning, and contributing to societal development. Over the years, our college has been honored and recognized for its exemplary work in extension activities. Municipal Post Graduate College Mussoorie has been actively engaged in various extension activities aimed at serving the community and promoting social welfare. Collaborating with esteemed partners like HDFC Bank, Himalayan Hospital, and Nagar Palika Parishad Mussoorie, our efforts have garnered recognition and accolades for their impact and significance.

- One notable initiative was the Blood Donation Camp held at Lodge Dalhousie, Mussoorie, in collaboration with HDFC Bank and Himalayan Hospital. This event not only facilitated life-saving blood donations but also raised awareness about the importance of regular blood donation in saving lives.
- In the ongoing fight against environmental hazards, Municipal Post Graduate College organized a Jan Jagran Rally advocating the ban on "Single-Use Plastics" in partnership with Nagar Palika Parishad Mussoorie. This rally aimed to raise awareness among the masses about the harmful effects of plastic pollution and promote sustainable alternatives.
- Our college takes pride in nurturing talent beyond academics. One such accomplishment was Mr. Sanjeet Sajwan, a student of Municipal Post Graduate College Mussoorie, who was selected for the Uttarakhand Ranji Team by the Cricket Association of Uttarakhand, showcasing our commitment to sports excellence and student development.
- Recognizing the importance of environmental conservation, the college's student union, in collaboration with Nagar Palika Parishad Mussoorie, initiated a tree plantation drive to contribute to greener surroundings and combat climate change.
- The students of Municipal Post Graduate College in collaboration with Nagar Palika Mussoorie actively participated in awareness campaigns on important occasions such as Himalaya Diwas, and awareness rallies. These initiatives were aimed at educating the community about the significance of Himalayan ecosystems and the need for their conservation.
- As part of our commitment to cleanliness and hygiene, a Swachh Bharat, Swasth Bharat cleanliness drive was undertaken by the college students and local communities in collaboration with Nagar Palika Parishad Mussoorie. This initiative reflects our dedication to promoting a clean and healthy environment for everyone.

These extension activities showcase our college's proactive engagement with societal issues and highlight our strong partnerships with key stakeholders in driving positive change and community development. We remain steadfast in our commitment to contributing meaningfully to the well-being of society and

nurturing responsible citizens for a better tomorrow.

File Description	Document
Upload Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 31

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	3	5	7	5

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 3

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- The College has two isolated blocks (An academic block and a residential block) separated by approximately 500 meters. The academic block is spread over an area of 15Acres. The total built-up area of the academic block is 3080.38 square meters. The academic block is housed in a 5-storey building.
- The College has 19 furnished classrooms.
- The College has well-equipped laboratories for Chemistry and Physics.
- The College has a separate Commerce Wing/ Block with 5 classrooms (included in the list of total classrooms).
- The College has a Computer Lab equipped with 33 computers with internet connections.(including donated ones)
- The Principal's office has all IT facilities (Computer, Photo Copy Machines, CCTV cameras, monitors, telephone, etc.).
- The clerical office section is equipped with Almirahs, Computers, Printers, Photocopy Machines, Scanners, etc.
- The College has an automated Library on the third floor of the College building, having book almirahs, reading tables, chairs, computers, printers, typewriters, books, journals, magazines, newspapers, reference reading material, etc.
- The College has a small Gym with three (03) exercise machines.
- The College has an Auditorium (Buransh Auditorium) where functions, workshops, seminars, lectures, awareness, and academic programs, and examinations are conducted. It has a capacity of about 125 audiences. During the examinations, it is used as an examination hall where about 200 students can be accommodated to write their exams.
- The College also has a shaded Auditorium with a concrete stage where various activities (apart from the examination) are conducted. It can accommodate about 300 audiences at a time. Inter-collegiate Kabaddi Competitions, a sports event of HNB Garhwal University was hosted by our college. The activity was organized in the shaded-auditorium.
- The college has an open yoga center for students and faculty members. In 2021, when the world was struggling for survival after COVID-19, our college started an open yoga center on the campus for all-round fitness for its stakeholders
- The College has a “War Hero Wall” dedicated to the war heroes.

- The College has a dedicated Staff Room for all teachers.
- The college has an indoor Badminton court housed in the multi-purpose shaded auditorium.
- The College has an underground water tank for emergency and six functional washrooms.
- The College has a rainwater harvesting facility where rainwater is collected, stored, and used for various purposes.
- The College's cultural infrastructure facility comprises its almirah, instruments like the Harmonium, Dholak, Tabla, Manjeera, Extension Wire Mike, Cordless Mike, Audio System, etc.
- The College has a small pantry with an RO water facility
- The college has a Uttarakhand Open University (UOU) study and examination center. The center has its own office with three rooms one for Book Storage and two for Classes. It has a Printer, a Photocopy Machine, a CCTV Camera, and some almirahs.
- The College has a 64 Kilo-Watt Generator for power backup.
- The College has a small parking
- The College also has a small open terrace where the National flag is hoisted on Independence Day, Republic Day, and the Gandhi Jayanti.
- The College has 10 fire extinguishers.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 11.92

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
.11	3.670	2.4	.835	1.101

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The library of the College serves as a central hub of knowledge for students and faculty members. It is situated on the third floor of the college building.

- It is a well-organized Library with 24,039 books including Text Books, and References Books.
- The library is used optimally by students and staff members.
- It has a reading room with a seating capacity of 40 readers.
- It has 06 research journals, and 09 Magazines subscribed every month. The college has 05 Newspapers daily.
- It has an adequate number of almirahs, bookshelves, tables, and chairs.
- The library has 02 computers for students, 01 computer, 01 Printer, and 01 typewriter for the library office.
- The College has a Library Committee to monitor its functioning.
- The Library is computerized and automated with TechLib7 software with e-journals, e-Shodh Sindhu, Shodh Ganga, e-books, etc.
- The Library in charge meticulously manages comprehensive records of books and manages the issuing and receiving system efficiently.
- The library remains open from 09:00 AM to 05:00 PM on all working days.
- **List of Magazines, Journals and Newspapers:**

Magazines and Journals

- Kurukshetra
- India Today
- Yugwani
- Outlook
- Sports Star
- Yojana
- Economics and Political Weekly
- Competition Success
- Aajkal

	<ul style="list-style-type: none"> • Sarita • Samaj Kalyan • Vigyan Pragati • Greh Sobha • Pratoyogita Darpan • Safalta
Newspapers	<ul style="list-style-type: none"> • Amar Ujala • Dainik Jagran • Hindi Hindustan • Times Of India • Employment News
File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college has provided IT Infrastructure facilities for students and faculty Members:

- The college has two broadband-enabled internet connections. One is dedicated to the college office work and the second one is enabled for the Rest of the college. The bandwidth for the first connection is 100 Mbps and the other internet facility with a bandwidth of 300 Mbps is available for the rest of the campus. The campus is Wi-Fi enabled.
- The online admission portal was started during the Covid period in 2020.
- The Library Software is in service and at present it is partially automated.
- The College has several CCTV cameras across the college campus.
- The College uses iCT facilities including E-Mail, and WhatsApp for communication extensively.
- Classes are/were conducted online through Zoom, Google Meet, Google Links, YouTube, WhatsApp groups, etc. in the respective subjects.
- The College has an Audio Sound System, Mikes (Cordless plus wired) Projector, Computers, Printers, Scanner, Photocopy Machines etc.
- The administrative office appliances and equipment are maintained regularly.
- The website of the college is user-friendly and updated regularly.
- Student feedback is taken for the past three years (2020-21, 2021-22 & 2022-23).

- The college has installed Anti-Virus in all desktops.
- Computer formatting, replacement of hardware, old components, etc. are taken up from time to time.
- **The library is Automated and uses Library Management Software:**

Name of the ILMS Software: TechLib

Nature of automation: Partially

Version: 7

Year of automation: 2023

Remote access to e-resources:

The library is subscribed to e-books, e-shodh sindhu, shodh ganga, etc.

Details of IT Infrastructure:-

Items (IT Infrastructure)	Numbers
1. Computers for student	35
2. Licensed Software	1
3. No. of Nodes/ Computers with Internet facility.	44
4. No. of Printers in the office	5
5. No. of Scanners in the office	1
6. Photocopy Machines in the office	1
7. Biometric Machines	1
8. CCTV Cameras	14
9. No. of Computers in Office	5
10. No. of Computers in the Library	3
11. No. of Printers in the Library	2
12. No. of Scanners in the Library	1
13. No. of Photostat Machine in the Library	1
14. No. Of photostat Machine in Principal office	1
11. No. of Computers in the Principal's office	1
12. No. of Computers in the Computer Lab	33
13. LCD Projector	2
14. IT Infrastructure of Uttarakhand Open University (UOU) Office in College	Computers- 01
	Printers-01
	Scanner: 01
	Photocopy Machine: 01
	CCTV Cameras: 03
15. No. of Teachers using personal Laptop for teaching learning	14

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2**Student – Computer ratio (Data for the latest completed academic year)****Response:** 24.8**4.3.2.1 Number of computers available for students usage during the latest completed academic year:**

Response: 35

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1**

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 58.14**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
7.43	8.69	7.62	7.70	8.15

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 1.17

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	3	47	4

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 29.18

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
275	275	275	273	244

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 13.74

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
37	37	41	47	36

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
273	302	359	275	232

File Description	Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 8

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	1	2	0

File Description	Document
Upload supporting document	View Document
list and links to e-copies of award letters and certificates	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 11.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
21	4	8	20	4

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The Alumni Association of the Municipal Post Graduate College Mussoorie was formed for the first time in the session 2022-23, and it has been working to bridge the gap between the student community and the Alumni since.

The first meeting of the Alumni Association was held on 5 April 2023, and it was decided to conduct such a meeting every year in the progression of various plans and their executions. It was also decided to constitute a society and register it under the Uttarakhand Society Registration Act, of 1860.

The main objectives of the Alumni Association are:

- **Mentor and Career Advisor:** Through valuable mentorship, guidance, and career advice to present students and recent graduates, they share their experiences, insights, and networks to help students navigate their academic and professional journeys.
- **Brand Ambassadors:** Alumni serve as our ambassadors promoting the college’s reputation, and achievements within their professional and personal networks. Positive word of mouth from satisfied alumni can enhance the college’s credibility and attract prospective students, faculty, and donors.
- **Networking Opportunities:** Alumni networks offer valuable opportunities for students and recent graduates. Alumni events, reunions, and online platforms facilitate connections, collaborations, and professional opportunities, allowing individuals to expand their networks, access resources, and advance their careers.
- **Philanthropic Support:** Alumni contributions improve the financial health and sustainability of the institution. Their donations in cash or in kind will support scholarships, academic infrastructure, research initiatives, campus infrastructure, and other college priorities, enhancing the educational experience for current and future students.
- **Lifelong Learning and Engagement:** Alumni engagement extends beyond graduation, providing opportunities for lifelong learning, personal growth, and continuous involvement with the college. Alumni members may participate in ongoing programs, and attend lectures, workshops, or cultural events organized in the college.
- **Mr. N.K.Sahani, Development Officer LIC (Retired) and an eminent alumni of the college has benevolently donated 15 computers with all peripherals to college Computer Lab in April 2023..**
- **A number of the Alumni are also working in the college as teaching and non-teaching employees.**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Institutional governance and leadership are fundamental pillars that uphold the vision and mission of the institution. By embedding the college's vision and mission into every aspect of governance and leadership, the college achieves its objectives, upholds its core values, and makes a meaningful impact on the community.

Institutional Practices:

- **NEP Implementation:**
 - **Introduction of Value-Added Courses:** As per the NEP syllabus the college has introduced new add-on courses such as Life Skills and Personality, development, Indian Knowledge System, Basic Yoga services, etc.
 - **Library Resource Upgradation:** The library is upgraded with an automated library Management System enriching the educational experience of students and the faculty.
 - **NEP-2020 Syllabus Implementation:** The College has implemented the NEP curricular plan in the college.
- **Sustainable Institutional Growth:**
 - **Introduction of Distance Education Program (UOU):** To promote distance education, the college has set up a study center in collaboration with Uttarakhand Open University, and a memorandum of understanding has been signed.
 - **Adoption of online educational tools (ICT):** ICT tools have become an inevitable component of the overall teaching and learning process and are being used by students and course instructors extensively.
 - **Clean and Green Initiatives:** As a policy matter, the college promotes activities that are environment-friendly and have no impact on the sustainable development of the college.
 - **Alumni Support Initiatives:** Alumni an important component of the college, play a vital role in the development of the academic environment of the college. Through donations, experience sharing, and mentoring of students, alumni enrich the overall educational environment of the college.
- **Decentralization:**
 - **Constitution of Committees for Governance:** To make governance efficient and productive the college has several committees that monitor and execute various plans for a smooth functioning of the college.
 - **Decentralized Academic Set-up:** The academic setup of the college including the Principal, Head of the departments, Chief Proctor, IQAC convener, and coordinators of

various committees have independent powers over their respective responsibilities.

• **Participation:**

- **Composition of Committees:** Committees have representation from students, teaching staff, and non-teaching staff.
- **Inclusivity in Curricular and Extra-curricular Activities:** Inclusivity is essential for fostering a supportive and equitable learning environment. Incorporating diverse perspectives, accommodating different learning styles, and promoting a respectful environment for all the college ensures that students feel valued and included.
- **Participative Learning Methods:** Participative learning methods are a vital component of modern education emphasizing active engagement and collaboration among students. Through activities such as group discussions, debates, problem-solving tasks, and hands-on tasks students are encouraged to explore concepts deeply and develop critical thinking skills.
- **Collaborative Extension Activities:** Through collaborative initiatives with local communities and social groups the college promotes extension activities in and outside the College campus.

• **The Perspective Plan of the College includes:**

- **Strategic Goal setting**
 - Academic Excellence
 - Research and Innovation
 - Student Engagement and welfare measures
 - Sustainability and Environmental Awareness
 - Community collaboration and outreach

• **Implementation of the perspective plan entails**

- Establishment of Committees
- Allocation of Resources
- Timeline for Academic Activities
- Monitoring and Evaluation
- Stakeholders Engagement
- Communication and Transparency
- ICT Initiatives
- Continuous Improvement
- Feedback mechanism
- Alumni Support System
- Student Support

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The effective deployment of the perspective plan hinges on the efficacy and efficiency of the institutional bodies. These bodies include an administrative unit, management committee, academic committee, compliance committee, and other similar committees that play a significant role in the functioning of the college. By fostering a culture of collaboration, innovation, and continuous improvement these bodies have contributed to the successful implementation of the perspective plan. Their collective efforts have driven the college's progress, enhanced educational experience, and led to the realization of the college's goals and aspirations.

Perspective Plan Deployment: The perspective plan of the college is effectively deployed and is visible in the following strategic initiatives:

- **Policy documents:** Policy documents play a pivotal role in guiding the deployment of the perspective plan within the college setting. These policies provide a guiding framework and prepare a roadmap for the strategic deployment of the perspective plan.
- **Administrative setup:** The administrative setup of the college plays an important role in the deployment of the perspective plan of the college. Through their leadership and decision-making skills to address challenges, manage risk, and make adjustments to keep the deployment process on track the college has been able to create an enriched learning environment in the college.
- **Appointment rules and procedure:** The College is managed and owned by a management committee headed by the chairman of the City Board Mussoorie. The appointments are made by the management as per UGC guidelines and state government directives.
- **Service rules and procedures:** The College follows service rules and regulations stipulated by the state government and adheres to them strictly.
- **Functional committees:** The functional committees of the college serve as a system for decision-making, and problem-solving and their innovative approach enables the college to adapt to the changing circumstances and emerging needs effectively. Various functional committees in the college are:
 - Admission committees for different programs
 - Academic Calendar & Time-Table Committee
 - IQAC Committee
 - Proctorial Board
 - Cultural Committee
 - Sports Committee
 - Library Committee
 - Examination Committee
 - Career Counseling Cell
 - RTI Committee

- Student Union Election Committee
- Purchase Committee
- Anti-Ragging Committee
- Anti-Drug Committee
- Alumni Association Committee
- Maintenance Committee

Through these strategic initiatives, the college has been able to effectively deploy the perspective plan leading to a vibrant, supportive, and enriching educational environment in the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

- The performance appraisal is conducted annually for teaching and non-teaching staff of the college. The Academic Performance Index (API) report is prepared annually and submitted to the

IQAC.

- Teaching faculty promotions are carried out through the Career Advancement Scheme (CAS), involving screening within the college, endorsement by the principal, and subsequent submission of forms to the Directorate of Higher Education, Haldwani, Uttarakhand. The college follows UGC regulations 2018; before this, UGC regulations 2010 were in place.
- Promotions of non-teaching staff are time-bound. The non-teaching staff is under certain categories i.e. Office Superintendent, Clerical Staff, and Laboratory Assistant are Class III (Group C) employees, and Peon, Cleaning staff, and Upanal staff are Class IV (Group D) employees. Class IV employees progress to Class III based on seniority upon submission of application forms. Notably, 25% of the progression from CLASS IV to CLASS III is based on promotions, while 75% are directly promoted.

Welfare measures for teaching and non-teaching staff are as follows:

- PF/GPF/NPS / Pension Scheme /Gratuity etc. are there for teaching and non-teaching employees of the college as per the Uttarakhand Government rules and regulations.
- All the faculty and non-teaching staff are insured under the Group Insurance Scheme (GIS) up to the age of 60 years. The premium is directly deducted from salary.
- The college has a cooperative society for teaching and non-teaching staff (MPG College Earners Society). Teaching and non-teaching staff deposit rupees 1500/- (per month). If any of the members of the staff requires money he/she can submit a loan request. A loan maximum of 2.5 Lakhs rupees @ 6% per annum interest and for 20 months can be availed. This helps the needy staff members. The fund is looked after by the senior member of the staff. Almost all staff members have benefitted from this facility during the last five years.
- All kinds of leave rules are applicable for staff as per HNB Garhwal University statutes and the CCL/Maternity/Paternity leaves as per Government orders issued from time to time.
- Academic staff of the college are provided with duty leaves to attend conferences, workshops, seminars, training programs, and any other academic activity to share their research work nationally or internationally.
- Study leaves are provided to the faculty members pursuing higher studies and their teaching load is reduced to promote research activities in the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2**Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years****Response:** 0**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 14.63

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2	4	0	4	2

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	2	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Key points:

- Different bank accounts under various categories receive funds designated for specific purposes.
- The account section initiates bank operations, requiring approval from the Principal.
- Internal committees are established to make decisions regarding the utilization of funds obtained from sources such as student fees and UGC/RUSA/MLA/NGO (if any).
- The college manages student fees independently, categorizing them into different allocations with specific objectives

Sources of Funds:

- The state government allocates funds for distinct purposes such as salaries, dearness allowance, additional allowances, travel allowances, office expenditures, and more.
- State government funds are disbursed from the treasury, while student fees and other grants are deposited in the Indian Bank.
- The college also obtains funds from the Management Nagar Palika Parishad, Mussoorie under various categories, including electricity, furniture, and other specified heads.

Utilization of Funds:

- College purchases are made using funds allocated in various standard categories, following the procurement rules established by the Government's purchase committee.

- Purchases in the college align with government regulations—up to 15,000/- based on market surveys, from 15,000/- to 1 lakh through quotation invitations, and amounts exceeding 1 lakh through open tenders to ensure transparency and optimal fund utilization. Internal audits review submitted bills, previously presented to the finance department. Annual physical verification is done to check consumable and non-consumable stocks.
- The college provides its resources by offering additional educational opportunities and hosting Uttarakhand Open University (UOU) directly from the college campus.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC is a crucial component of the college. It's main objective is to develop a quality system for the college, focusing on academic and administrative excellence, continuous improvement, and accountability.

- The IQAC has recently upgraded the college website, providing comprehensive information such as the prospectus, syllabus, and details about courses including their duration, credit scores, and program outcomes. Additionally, an academic calendar covering admission details for different semesters and various programs is now readily available on the college website.
- Admissions adhere strictly to the rules and regulations recommended by HNB Garhwal University, transitioning to an online process with the IQAC's endorsement.
- Strict adherence to admission rules is maintained, with all newly admitted students obligated to attend classes regularly. A central timetable, applicable to all departments, and departmental timetables followed by both teachers and students ensure a structured schedule.
- IQAC has been consistently working to create a conducive academic and learning environment since its inception. Vigilance is maintained to prevent the infiltration of unwanted elements into the college campus.
- Contributions to curriculum enrichment include IQAC suggestions for establishing E-Library facilities, procuring science magazines, and adopting modern textbooks.
- IQAC recommended orientation Programs for students on curricular programs, learning outcomes, skill enhancement courses, evaluation systems, scholarships, and college disciplines are done by the course instructors in the classes regularly.

- Faculty members are encouraged to undertake research projects and organize seminars, conferences, workshops, and webinars. Attendance in such activities is mandatory for students to nurture their research interests.
- IQAC actively seeks feedback from both students and faculty members regularly.
- IQAC keeps a keen eye on the infrastructure and basic needs of the students such as washrooms, water supply, etc.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: C. Any 2 of the above

File Description	Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

At Municipal Post Graduate College, inclusivity reigns supreme as we champion tolerance and harmony across all diversities. Through an array of sports and cultural events, we cultivate mutual understanding and respect among our community. Our commitment to unity and diversity shines through vibrant cultural activities, fostering a welcoming environment for all. Events like Mussorie Sthapna Diwas, Mussorie Winter Carnival, College Annual Cultural Programme, and Mussorie Bicentenary Celebration showcase the rich cultural heritage and traditions. Academic activities further contribute to the holistic development of students. These include College Admissions, Swatantrata Diwas Samaroh, Solify (A gender sensitization activity), Student Union Election, Film Projection "SADGATI", Run For Unity and Fit, Gaura Shakti Lecture, and World Environment Day initiatives. Through these activities, we strive to instill values of inclusivity, gender equity, respect, and unity among our students and faculty, making our college a vibrant and harmonious community.

Municipal Post Graduate College, Mussoorie is dedicated to non-discrimination, ensuring fair admissions and equal facilities for all, regardless of sex, caste, creed, region, community, or religion. We promote gender equity and awareness across undergraduate and postgraduate levels, integrating gender sensitization into our curriculum. Our comprehensive approach fosters inclusivity and awareness among students, setting benchmarks for diversity and harmony.

Promoting gender equity and awareness is a fundamental aspect of the college's educational framework at both undergraduate (UG) and postgraduate (PG) levels. Our commitment to this cause is reflected in every facet of our courses, including Cores, Electives, Skills, and Generic subjects. The syllabus incorporates dedicated units on Gender Sensitization, ensuring that students gain insights into crucial aspects, such as gender equity, laws related to gender rights, and the intersectionality of gender with caste, class, and religion. This commitment is evident in our comprehensive approach to fostering awareness and inclusivity among our students.

The college prioritizes holistic education for students by addressing critical subjects such as Women's Health, Women's Empowerment, Gender Sensitization, Human Rights, Rights of Women and Children, caste-related issues, and rights of the depressed sections of society. These essential topics are seamlessly integrated into the curriculum, fostering awareness and sensitivity among students across various subjects. The college's commitment extends to enlightening students about pressing societal concerns, including the fight against cybercrime. This inclusive approach ensures that all students, irrespective of their academic disciplines, gain valuable insights into these vital issues, contributing to a well-rounded and socially conscious educational experience.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: D. Any 1 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Institutional Efforts:

Cultural Inclusivity: The Municipal Post Graduate College celebrates cultural diversity through events and workshops, fostering cross-cultural understanding and respect for everyone. The College emphasizes creating a welcoming environment for all stakeholders and celebrates diversity in cultural backgrounds, beliefs, and practices. It fosters mutual respect, understanding, and appreciation for different perspectives, enriching the educational experience for everyone.

Regional and Linguistic Harmony: The college's initiatives focus on promoting mutual understanding and respect among individuals from diverse regional backgrounds and languages, fostering unity and cooperation within the college. These efforts aim to create an inclusive environment where linguistic diversity is celebrated and serves as a bridge for cultural exchange and collaboration.

Communal Sensitivity: Communal sensitivity initiatives of the college aim to cultivate empathy, understanding, and respect among individuals of different communal backgrounds, fostering harmonious relationships and a sense of belongingness within the community. These efforts promote dialogue, cultural exchange, and conflict resolution strategies to ensure inclusivity and mutual support among all community members.

Socio-economic Diversity: The Municipal Post Graduate College, Mussoorie ensures inclusivity through scholarships, fee waivers, and awareness campaigns, making education accessible to all, irrespective of socio-economic backgrounds.

Sensitization to Constitutional Obligations: The college promotes awareness activities on

constitutional values, rights, and responsibilities, empowering students and employees to understand their roles as responsible citizens.

Impact and Future Commitments: These efforts at the college have created a harmonious campus, fostering tolerance and appreciation for diversity. Recognizing the dynamic nature of the inclusive environment, Municipal Post Graduate College remains committed to evolving its inclusive initiatives.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Topic/TITLE: Education For Indigenous SocioEconomic Development

OBJECTIVES:

- To curtail and mitigate the migration of Youth.
- To promote Socio-Economic growth.
- To promote job opportunities at the local level.
- To promote local agriculture, apparel, cuisine, culinary art, horticulture, handicrafts, homestays, eateries, sports, folk-culture, local ethnic architecture, local and wild-life photography, holistic – spiritual- religion-based ventures and make all these economy-based.

CONTEXT:

- Our institution is the only higher education institution in the area which makes it especially strategic for economically weaker section of students. About 60% of our students are from rural areas and 50% of our student population is economically challenged,
- It is strategic for students of villages surrounding the vicinity of Mussoorie.
- Uttarakhand social structure is filial-oriented.
- Economic laxity makes our youth migrate to cosmopolitan cities in search of jobs.
- This is eroding the social and economic structural health of society..
- it is mandatory to generate and integrate skill-based education keeping in mind the local requirements of the larger sections of students.

THE PRACTICE:-

- College too organized some such workshops to enhance this perception of imparting functional knowledge--

Agricultural Based Workshop to promote the cultivation of mushrooms and develop it into a revenue-generating occupation.

This workshop was organized by the Rotary Club of Mussoorie on 1/11/2018.

- The resource person was Divya Rawat, The Mushroom Lady of Uttarakhand,

Food Processing 10-Day Horticulture Workshop was organized in the college from 25/11/2022 to 4/12/2022.

- This workshop was organized by the Department of Horticulture and Food Processing Uttarakhand. To promoting horticulture and taking it up as an occupation was the keynote of this workshop.

Best out of Waste Workshop:

This workshop was held in the college on 31/05/23.

- The resource person was professional skill artist Tanushree Mishra.
- Students were taught how to make crafts out of waste material.

1. **10 day Nature Guide Training Workshop** was organized in the college from 20/9/2023 to 29/9/2023.

- The workshop was held in the college under the aegis of Uttarakhand Tourism, Uttarakhand Forest Dept., THSC (Tourism Hospitality Skill Council)

EVIDENCE OF SUCCESS

Presenting here are a few examples of students who after completing their education in college have set up their occupations in diverse fields locally.

1. **Amit Kumar** completed his education from college and set up an ITRC-certified computer center in Mussoorie
2. **Prince Panwar** after completing his education from college has opened a Sports Academy in

Mussoorie.

3. **Suresh Koli** after completing his education from college, has set up an adventure sport activity centre at Suwakholi. Student Vikas Thapa successfully runs a beautiful plant and horticulture nursery in Mussoorie.
4. **Ashu Jain** runs a Pahadi Khana Café in Jabarkhet, Mussoorie that caters to all sorts of Pahadi Cuisine.
5. **Robindra Sajwan, Manish Nautiyal, Vinit Nautiyal, Virendra Thapli, Suresh Sajwan, and Prabesh Kumar** are successfully running their business outlets.

PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED

- The challenging topography of Mussoorie.
- The challenging vagaries of nature.
- Low network signals
- Lack of initial funds.
- Sudden natural disasters

Requirements

- A stable source of income for backup
- Appropriate market
- Safeguards for quick revival from natural disasters.

Best practice 2:

TOPIC: Education for Holistic Development

OBJECTIVES: To support and fortify the NEP ideology of holistic education through the integration of skill and industry connections. To delve on the physical, social, emotional, intellectual, and spiritual development of students.

- The need of the time is to concentrate on the all-round development of students.
- Holistic development is more than just academic achievement
- Personal and emotional development plays an equally significant role in shaping one's future.
- Help our students reach their full potential in life.
- Enhance different types of generic skills for example critical thinking, communication skills, information literacy, professional values and ethics, and a positive approach to life.

THE CONTEXT:

- Challenging issues that need to be addressed.
- These skills need to be enhanced at an early stage of life.
- Inadequate infrastructure.
- Lack of qualified teachers.
- Limited resources.

PRACTICE:

Holistic development can be enhanced in versatile aspects of human life. Delving into the physical, social, emotional, intellectual, economic, and spiritual development of students is a holistic approach to education.

- Creating a supportive environment.
- Encouraging students to participate in diverse co-curriculum activities.
- Identifying student's talent.
- Giving them opportunities and relevant learning experiences.
- Providing a platform to showcase their skills.
- College activities for holistic development:

1. Art and craft activity

- Best out-of-waste activity
- Banner and poster-making

1. Cooking and horticulture workshop

2. Connect with nature

- Tree plantation drives.
- Cleanliness drive.

1. Music

- Cultural programs.

1. Holistic Wellness Activity

- Soulify workshop.

1. Puzzle solving activities

- Quiz competition.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

ENTREPRENEURIAL AND SKILL-ORIENTED EDUCATION TO MITIGATE MIGRATION OF YOUTH

The vision of the college is to become a premium institute of higher education dedicated to academic excellence, holistic development, and community engagement. Our mission is to make quality education accessible to students coming from remote and distant villages around Mussoorie. Through participative and interactive programs we strive for regional development by contributing to the socio-economic advancement of the communities.

- Our college is especially strategic for students of hamlets and villages surrounding the vicinity of Mussoorie.
- It is also strategic for the economically weaker sections of students, being the only institution of higher education here.

The underlying and rudimentary spirit of Uttarakhand lies in its strong innate ethnic fabric of filial social structure. Filial piety is perceived to be a key element of hierarchy here.

Recent empirical analysis and observation indicate a magnanimous shift from this integral social structure to a process of migration or outflux of youth to metropolitan cities in search of jobs.

Our basic and ardent concern is to mitigate this defection of family heirs and help maintain the lineage of our society intact in Uttarakhand.

This authentic core identity of Uttarakhand can only be preserved and salvaged by generating a concept of education that can fortify our youth with comprehensive vocation-based know-how.

Our thrust and focus thereby lie on entrepreneurial and skill-based higher education that can cater to the contemporary problem being faced by Uttarakhand- that of migration of youth, thereby reclaiming and redeeming the economy of Uttarakhand and stopping it from being eroded.

The local need demands an education that is skill-centric, fixing on the concept of imparting such education that makes our youth self-reliant.

This focus of education can empower our youth with sustainable development innovations, thereby minimizing the challenges of a dissipating socio-economic structure. The culture and topography of Uttarakhand widely connotes the economy as its forte.

- Entrepreneurial-based education can ultimately benefit the social platform of Uttarakhand by diminishing the disintegration of the social structure that is created by the migration of youth.
- it can enhance all-round development, thereby generating local economy and revenue.

Resources here can be identified and indigenous potentialities be made good use of to catalyze economic growth and help improve on the general quality of life.

The impact of such skill-based education can contribute positively to the local development of the area.

It can ultimately result in:

- emergence of local enterprises.
- expansion of these enterprises beyond the local region and realm.
- Achievement of a strong economic structure
- Improved socio-economic goods and services- markets, health, transport, etc.
- Enhancement in competence, capacity, and holistic attitude.
- Promotion of village industry, art, culture, heritage, natural resources.
- Rise in the level of quality of life and change in behavior.
- Psychosocial cognitive development of youth towards building self-worth and self-esteem.
- Generating local revenue will thereby curtail migration, and will also help integral social, ethnic, and filial fabric of our heritage from disintegrating.

Areas of potential skill can thus be

- Tourism industry (guide).
- Local art and craft.
- Adventure sports and local games.
- Local cuisine and culinary art.
- Local, traditional attire and apparel.
- Local, organic agriculture, food grains, and spices.
- Local horticulture.
- Local architecture.
- Local homestays.
- Local medicinal plants, shrubs, and herbs.

The augmentation and implementation of this integrative approach of education can enrich and enhance the functional knowledge of our youth, mobilize, channel, and coordinate the socio-economic, techno, ethnic, and holistic development of our students, thereby solving the overawing magnanimous problems created by migration. The result will be all-round indigenous development.

Focus and thrust is thus to recognize, extract, enhance, and polish the hidden potential of our youth,

empower and invigorate them with professional competence and cosmopolitan ideologies. The Indigenous potential resources are here- a strong, productive educational structure is required to extract and channel this potential resource.

Thus education can play the role of an employment-rich interventional medium.

Covid times and the aftermath of COVID-19 have augmented this thought process. The perception of skill-based education seems to be more linear and goal-oriented if executed.

File Description	Document
Any other relevant information	View Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

In addition to the challenges outlined, the Municipal Post Graduate College in Mussoorie boasts several strengths and notable features that contribute to its identity as an esteemed educational institution.

Rich History: Established in 1963, the college has a long-standing history of providing quality education to students in the region. Over the years, it has evolved into a reputable institution known for its academic excellence and commitment to student development.

Strong Faculty: The College prides itself on its dedicated faculty members who are experts in their respective fields. These educators are not only passionate about teaching but also actively engage in research and scholarly activities, enriching the academic experience for students.

Vibrant Student Life: Despite its hilly location, the college fosters a vibrant campus life with a wide range of extracurricular activities and student organizations. From cultural festivals to sports tournaments, students have ample opportunities to explore their interests and talents beyond the classroom.

Community Engagement: The College is deeply connected to the local community and actively participates in various outreach initiatives and social services. Through partnerships with NGOs, government agencies, and community-based organizations, students and faculty contribute to the welfare and development of the surrounding areas.

Emphasis on Environmental Conservation: Given its scenic surroundings, the college places a strong emphasis on environmental conservation and sustainability. Initiatives such as tree planting drives, waste management programs, and awareness campaigns are regularly organized to promote eco-friendly practices among students and staff.

Alumni Network: The College boasts a strong alumni network comprising successful professionals in various fields. Alumni often contribute to the college's growth and development through mentorship programs, guest lectures, and philanthropic support.

While the College faces challenges inherent to its geographical location, it remains a dynamic institution committed to providing quality education, fostering student success, and serving as a catalyst for positive change in the community.

Concluding Remarks :

In conclusion, our college faces various challenges due to its geographical location in the hilly terrain. These challenges include limited accessibility, infrastructure constraints, and resource availability. However, the college's efforts and its determination to address these obstacles ensure a conducive learning environment for its students.

By proactively addressing issues such as academic integrity, campus safety, and environmental sustainability, the college demonstrates its commitment to excellence in higher education. Furthermore, by leveraging its

unique geographical location, the college has the opportunity to foster innovative approaches to education and capitalize on experiential learning opportunities.

Moving forward, the college is continuing its efforts to overcome these challenges while embracing its strengths. Through collaboration, innovation, and a steadfast commitment to its mission, the college is on a track of enhancing its reputation as a center of academic excellence and contributing positively to the educational landscape of the region.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 60 Answer after DVV Verification: 63</p> <p>Remark : DVV has made changes as per the report shared by HEI.</p>																																								
2.1.2	<p>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats) Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>229</td> <td>265</td> <td>250</td> <td>224</td> <td>333</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>176</td> <td>182</td> <td>185</td> <td>213</td> <td>251</td> </tr> </tbody> </table> <p>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>423</td> <td>423</td> <td>423</td> <td>423</td> <td>333</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>423</td> <td>423</td> <td>423</td> <td>423</td> <td>333</td> </tr> </tbody> </table> <p>Remark : DVV has made changes as per the report shared by HEI.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	229	265	250	224	333	2022-23	2021-22	2020-21	2019-20	2018-19	176	182	185	213	251	2022-23	2021-22	2020-21	2019-20	2018-19	423	423	423	423	333	2022-23	2021-22	2020-21	2019-20	2018-19	423	423	423	423	333
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5.1.4	<p><i>The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases</i></p> <ol style="list-style-type: none"> 1. Implementation of guidelines of statutory/regulatory bodies 2. Organisation wide awareness and undertakings on policies with zero tolerance 																																								

	<p>3. Mechanisms for submission of online/offline students' grievances 4. Timely redressal of the grievances through appropriate committees</p> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has made changes as per the report shared by the HEI</p>
6.5.2	<p>Quality assurance initiatives of the institution include:</p> <ol style="list-style-type: none"> 1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented 2. Academic and Administrative Audit (AAA) and follow-up action taken 3. Collaborative quality initiatives with other institution(s) 4. Participation in NIRF and other recognized rankings 5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc. <p>Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above Remark : DVV has made changes as per the report shared by the HEI</p>
7.1.2	<p>The Institution has facilities and initiatives for</p> <ol style="list-style-type: none"> 1. Alternate sources of energy and energy conservation measures 2. Management of the various types of degradable and nondegradable waste 3. Water conservation 4. Green campus initiatives 5. Disabled-friendly, barrier free environment <p>Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: B. 3 of the above Remark : DVV has made changes as per the report shared by the HEI</p>
7.1.3	<p>Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following</p> <ol style="list-style-type: none"> 1. Green audit / Environment audit 2. Energy audit 3. Clean and green campus initiatives 4. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: D. Any 1 of the above Remark : DVV has made changes as per the report shared by the HEI</p>

2.Extended Profile Deviations

ID	Extended Questions
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1.1	<p>Number of students year wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 271 986 383"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>991</td> <td>1051</td> <td>1140</td> <td>1167</td> <td>1124</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 463 986 575"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>868</td> <td>884</td> <td>982</td> <td>942</td> <td>923</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	991	1051	1140	1167	1124	2022-23	2021-22	2020-21	2019-20	2018-19	868	884	982	942	923
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2.1	<p>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="197 732 986 844"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>7.5468</td> <td>12.359</td> <td>10.021</td> <td>8.5356</td> <td>9.2493</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="197 925 986 1037"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>10.62</td> <td>23.92</td> <td>11.90</td> <td>10.48</td> <td>11.17</td> </tr> </tbody> </table>	2022-23	2021-22	2020-21	2019-20	2018-19	7.5468	12.359	10.021	8.5356	9.2493	2022-23	2021-22	2020-21	2019-20	2018-19	10.62	23.92	11.90	10.48	11.17
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