



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		ST. BEDE'S COLLEGE, SHIMLA
Name of the head of the Institution		Ms. Nandini Pathania
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01772842304
Mobile no.		9818645774
Registered Email		bedescollege@gmail.com
Alternate Email		bedesoffice@gmail.com
Address		Nav Bahar
City/Town		Shimla
State/UT		Himachal pradesh
Pincode		171002
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Ravi Bhushan
Phone no/Alternate Phone no.	01772842304
Mobile no.	9816073535
Registered Email	ravi_bs1@yahoo.com
Alternate Email	ravibhushan77@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.stbedescollege.in/wp-content/uploads/2021/08/AQAR-2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.stbedescollege.in/academic-calendar/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.34	2011	08-Jan-2011	07-Jan-2016
3	A+	3.54	2016	16-Sep-2016	15-Sep-2023

6. Date of Establishment of IQAC	15-Jul-2004
---	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
National Seminar entitled Celebrating Indian	13-Sep-2018 1	490

Science: From Past to Future		
An International Seminar on Partition Revisited - Looking Back at the Political, Historical, Socio- Cultural and Economic Circumstances of the Great Divide	19-Sep-2018 2	500
Organized systematic department wise counselling for admission seekers as well as parents.	18-Jun-2018 1	2689
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	10
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

- Perspective Plan prepared and its implementation monitored
- Prepared College Calendar with active involvement of entire staff incorporating all important college activities, and made it widely available to various stakeholders.

- Planned and ensured successful organization of an International Conference Partition Revisited Looking Back at the Political, Historical, Socio Cultural and Economic Circumstances of the Great Divide by History and Political Science departments.

- Ensured effective functioning of various Councils, Committees, Societies and Clubs for smooth conduct of college activities.

- Planned and ensured effective implementation of various social responsibility programs, including those for the benefit of the underprivileged and the needy.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
The new courses will be introduced this year	Add on course was introduced by the computer department
To introduce newer methodologies while continuing with the tried and tested ones	Introduced and implemented
To organise international and national seminars/conferences	International and National Seminars were organised
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
LMC	10-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

26-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Yes, the Management Information System is extensively utilized in the overall functioning of the College in the following significant respects: 1) Administrative Process including Finances • Salary Structure for employees • Staff ICard generation • Biometric attendance • Leave for Staff • Income tax report • Staff details • Loan details • Arrear details 2) Student Admission • Student Registration • Nationality wise list • State wise list • Student Details • Fee Details • Hostel Details • Student List • Admission Slip generation • Subject Opted by Student • Phone number list 3) Student Record • Attendance Register • Daily Attendance • Subject Wise Attendance • Student Wise Attendance • Class wise Attendance • Online Attendance 4) Examination • Class Wise subject tests • Continuous Comprehensive Assessment(CCA) • Report Card • Marks entry details in register • Online Entry of CCA and practical marks 5) Others • Web Update • Data base backup • User management • Library Management System

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college implements the curriculum framed by Himachal Pradesh university. Depending on the resources, institutional goals, the college makes an effort to impart quality education. It follows structured and well planned techniques for effective delivery of the curriculum. Regular departmental meetings with the respective heads are held to discuss action plans for smooth and productive teaching. The faculty prepares lesson plans well in advance with course objectives, content and topics, teaching aids, teaching hours, reference books and teaching outcomes. It provides an insight for effective teaching.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
• Tally with GST	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills

• Core Jawa	Nil	28/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
• Dance	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
• Advance Webpage Designing with Php Programming	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
• Advance Course in French	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
• Advance Course in BeautyFitness	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
Tally Ace	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
Internet Technology and Web Page Designing	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
Communication Skills and Personality Development	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
Travel and Tourism	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills

French	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills
Beauty And Fitness	Nil	16/07/2018	Nil	Aims at Enhancement of Employability Quotient	Focus is on the Development of entrepreneurial skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	631	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Tally with GST	16/07/2018	96
Core Jawa	28/07/2018	25
Dance	16/07/2018	31
Advance Webpage Designing with Php Programming	16/07/2018	15
Advance Course in French	16/07/2018	29
Advance Course in BeautyFitness	16/07/2018	55
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Experiencing the culture of Sericulture Industry	30

BSc	Preparation of Vaccines	9
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Regular feedback is obtained from students and faculty members with an objective of improving overall efficiency of the institution. An effort is made to incorporate the suggestions so obtained for betterment of the college and the various stake holders. The students, their suggestions and problems are of immense value for the college. Their feedback is considered in priority and necessary actions are taken in the best possible manner.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nill	Nill	138	84
BCom	Nill	160	100	67
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1071	127	54	19	23

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
54	54	200	6	6	4
View File of ICT Tools and resources					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

St. Bede's College has developed a well-structured student mentoring system. Here, the students are divided into groups of 15-20 each, depending on the no. of students. Each group is assigned a teacher-mentor who performs mentoring duties. Every student has the same mentor all through the three years of her college. Our mentoring system aims at bridging the gap between the teachers and students. This enables the students to approach their teachers freely for both educational and personal guidance. This mentor-mentee system centres around the various needs of our students. The mentors counsel them as often as necessary, advise them how to solve their problems and make them feel confident about improving their quality of life. They help the mentees make the most of their college life, maximizing their academic potential and promoting their personal development. The mentor places the important role of a trusted advisor, guiding students in their academic pursuits and also for their emotional, intellectual and psychological development. In order to achieve these ends, regular meetings are held between the mentor and mentees once every week. A mentor card is also maintained for each student, having both her personal and academic data. Value education is the most important feature of our mentoring system. It aims at training the young, inexperienced students to face the outside world with right attitude and values. It includes character development, personality development, citizenship development and spiritual development. Such value education helps them to know what is right and wrong, and what is important in life. It also aims at developing an enduring relationship with family and friends. Such value education these days is very useful indeed, especially in times of crisis.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1198	54	1 : 22

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
38	54	22	11	19

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the college is affiliated to the Himachal Pradesh University, the evaluation norms set by the University are followed. The college revises the evaluation procedure in accordance with the University guidelines from time to time. The

college follows the following guidelines for continuous evaluation of the students. For all courses without practical, 70 marks are for external examination and 30 marks are for internal examination. For all courses with practical examination, 50 marks are for external, and 30 marks are for internal examination and 20 marks for practical examination. Components of Internal Evaluation are as follows: Attendance- 5 marks Midterm Minor Exam-15 Class tests, Assignments, presentations, etc.-10 marks At the college level, the following reforms have been initiated for the continuous internal evaluation:

1. Students are made aware about the components of the evaluation process during the orientation programme organised in the college at the beginning of the session.
2. The academic calendar is prepared, and internal assessment schedules are communicated to the students well in advance.
3. The continuous internal assessment schedules are also displayed on the college notice board.
4. The performance of the students is also monitored through class tests, assignments, group discussions, seminars, class presentations, quiz etc.
5. Remedial classes and special tests are conducted for the slow learners.
6. Parent teacher meetings are organised to discuss the progress of the students and remedial measures are taken wherever needed.
7. External examination of 3 hours duration is conducted at the end of every semester/year by the Himachal Pradesh University.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

St. Bede’s college prepares every year an academic calendar and makes it available to its students and teachers at the beginning of the academic session. It clearly lists the major academic, co-curricular activities to be organised at different times in the academic session from June to May, All such activities are conducted strictly according to the academic calendar. All holidays for students are offered, as listed in the calendar. It contains the required information regarding the dates of different examinations to be conducted under the annual and /Or semester system. By providing timely information to students and teachers, the calendar enables them to plan well in time their academic work, preparation for their examination and their participation in social and cultural activities without any ignorance and confusion. The Principal and faculty members in-charge of various activities make all efforts to adhere to the academic calendar every year mainly in the interest of our students. Important activities such as orientation of freshers including anti- ragging talk, college elections, investiture ceremony, inter-ship activities, tree plantation, community outreach activity, teachers’ day celebrations, health club activity, Hindi diwas, Blood donation camp, women cell programme, FDP, inter ship sports, NSS and NCC camps, evaluation for teachers, etc. are held invariably on the days specified in the calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.stbedescollege.in/program-specific-outcomes/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	Nill	44	44	100
Nill	BBA	Nill	23	23	100

Nil	BCA	Nil	11	11	100
Nil	BCom	Nil	98	98	100
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.stbedescollege.in/student-satisfaction-feedback/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Bio Technology	1	2.63

International	Micro Biology	2	1.79
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English (Chapter in Book)	1
Commerce (Book)	1
Home Science (Chapter in Book)	1
Home Science (Conference Proceedings)	2
Zoology (Books)	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	19	34	3	Nil
Presented papers	10	10	Nil	Nil
Resource persons	3	9	11	5
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	NSS	5	200
Tree Plantation	NSS	8	150

Directorate Naval Training Camp July 2018	NCC	1	12
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Directorate Naval Training Camp, 2018	Best Cadet	NCC Naval unit Bilaspur	1
Directorate Naval Training Camp, 2018	Rank Promotion in NCC	NCC Naval unit Bilaspur	2
SEMAPHORE, June 2018	Silver Medal	NCC Naval unit Bilaspur	1
SEMAPHORE, June 2018	Silver Medal	NCC Naval unit Bilaspur	1
Directorate Naval Training Camp, 2019	Rank Promotion in NCC	NCC Naval unit Bilaspur	2
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NCC	Cleanliness drive in the college campus	1	8
Aids Awareness	St. Bedes College	Know your status	10	30
International Youth Day	St. Bedes College	Importance of HIV testing for Youth	5	10
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Student exchange: To undergo certification course in Tally ACE (First year) Agency associated: Sai Digitech	100	St. Bedes College	Nil
Student exchange: To undergo certification course in Tally with GST (second	95	St. Bedes College	Nil

year) Agency associated: Sai Digitech

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industrial	Experiencing the culture of Sericulture Industry	Govt. of Himachal Pradesh, Department of Industries	15/09/2018	25/09/2018	30
Institution	Poultry Farming	Central Poultry Development Organisation , Chandigarh	07/08/2018	14/08/2018	50

[View File](#)

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Sarva Mangalaya Welfare trust, Shimla	27/07/2018	Purpose: To achieve excellence in personality development Activities: To enhance communication and personality development	99

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4000000	3716213

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added

Laboratories	Newly Added
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Campus Whizz	Fully	CW-2.03	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2714	727181	189	150771	2903	877952
Reference Books	2102	323128	52	179365	2154	502493
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	173	3	174	5	0	7	21	6	0
Added	8	0	8	0	0	1	0	0	1
Total	181	3	182	5	0	8	21	6	1

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

6 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	538042	450000	397196

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Laboratories:- The equipments / instruments are utilised for practical curriculum of BA, B.Sc, BCA, BBA, B.COM, M.Com and M.Sc classes. Charts, permanent specimen jars, permanent slides and computers are provided for facilitating learning. Each laboratory has an assistant who looks after the laboratory and provides material to students during their practical classes. The procedure and policy for purchasing laboratory class work material and permanent equipment available is through e-tendering and through GEM (government e marketing). All the equipments / instruments purchased are entered in the stock registers of the departments that are properly maintained. Stock verification is carried out annually by the stock verification committee to physically verify all the assets/equipments of the laboratory and their location. The committee members inspect the material that is proposed to be declared as surplus, obsolete and unserviceable and decide the mode of its disposal. Library: - The library provides Open Shelf System for the users. There is Campus Whizz software and OPAC facility. The facility of inter-library loans and Book Bank is also available. It has a seating capacity of 300 students. The library has a "Library Advisory Committee." Heads of the various departments and students recommend the titles of the books to be purchased. The Librarian places the recommended titles before the 'Library Advisory Committee' for approval according to the budget allocated. After approval from Library Committee requisitions are forwarded to IQAC and College management for final approval. On approval, new books are purchased. All the books purchased are displayed on the new arrival showcase. The books are arranged according to Dewey Decimal Classification System 18th and 21st edition. The attendant in the library looks into the maintenance of the library. Books that are mutilated, worn-out and outdated are removed from active collection and are kept in a corner that is maintained for keeping the 'weeded out' books. Computers: - The College periodically fulfils the necessary ICT (hardware/software) requirements for the preparation of the budget for the new academic session. A Purchase Committee is functional for upgrading the IT infrastructure. The faculty /students submit the requirements of hardware /software to the department heads. These are forwarded and discussed in the IQAC meetings and then forwarded to the Purchase Committee and Management for final approval. Three or more quotations are invited and accordingly the decision for purchase is made. Old computer versions are frequently replaced with new versions based on the requirement. Maintenance of the computers is done by the computer technician. Sports: - Basketball Court is used for outdoor games and sports. The Multipurpose Auditorium and Common Room are used for indoor games such as table tennis, badminton, carom board, chess etc. The Gymnasium and a Yoga Centre is also available for the staff and students. After assessing the requirements, the purchase committee invites e-tenders for the purchase of sports equipment. Classrooms: - The support staff looks into the cleanliness of the classrooms. The maintenance of the existing facilities and new requirements in the classrooms is brought to the notice of the college management.

<https://www.stbedescollege.in/purchase-committee/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	College Concession	12	425550
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Tally with GST	16/07/2018	96	Sai Digitech Institute, Shimla
Core Java	28/07/2018	25	Sai Digitech Institute, Shimla
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
South Indian Bank	30	Nil	Stallion Wealth Management Company	1	1
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Independence Day	College	10
Hindi Saptah	College	40
Basketball	State	1
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a Student Council headed by the Admiral and Vice-admiral of the college. The Anti ragging Committee has student representatives. All the clubs/Committees/Societies/Cells have student Vice-presidents and secretaries. Admiral and Vice-Admiral of the College are members of IQAC. Admiral represents College in university in SCA as a President and Vice -Admiral as vice -president.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association of St. Bede's is a registered association called EBA (Ex-Bedeian Association) There are three posts of President, Secretary, and treasurer. The association meets annually at St. Bede's and is also active in its various chapters across India and Abroad. The former students who are well placed in society, willingly advise, share, and help the passing out students

5.4.2 – No. of enrolled Alumni:

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

Annually

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

College has made its functioning effective by dividing its decision-making powers between the management and staff as well as between management and stakeholders. This has improved efficiency, transparency, accountability, and responsiveness in the college functioning. It has also reflected the working priorities, encouraged participation of management, and eventually improved the quality of output. There is an IQAC committee in which all the important decisions regarding the functioning of the college are taken with the participation of management as well as staff the members. This forms the heart of decentralisation system of working in the college. Further other committees like Anti Ragging Committee, Grievance Re-Dressel Cell, Women Anti-Harassment Cell, College Societies, Rusa Committee, Library Committee, Academic monitors are also formed to effectively implement the decentralized form of working by giving appropriate participation of every stakeholder. IQAC, being the heart of the college functioning involves Alumni, parents as well as students as its members to show their effective participation in making important decisions for the college. There are committees like Parent-Teacher Association (PTA) in which President from the parents is elected who represents the parents as stakeholders and give their valuable suggestions in effective functioning of the College. Student Council formation takes place in a most democratic manner through elections choosing Admiral, Vice-Admiral, Captains and Vice Captains of the respective ships who takes the responsibility to accomplish all the tasks of the College as per directed by the staff and the management

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of Students College prospectus with all details of all courses offered by the college, requirements, fee structure and rules and regulations, etc. was printed and made available well on time. • Online admission forms for all subjects are made available. • Stream/subject wise counselling is provided to students. • Option of Online/offline fee payment. Representatives of banks are made available in the college campus for fee payment. • Customized admission software is there
Industry Interaction / Collaboration	• NSS unit in Collaboration with

Forest Department of Govt. of H.P. organized a tree plantation campaign at five benches Jakhu Hills • NSS unit in collaboration with Almighty Blessings Organisation (NGO) organized a blood donation camp, and visit to Cancer Hospital Shimla • NCC- in collaboration with Indian Naval Unit organized different events. • Placement Cell- Tommy Hilfiger and Calvin Klein, Stallian Capital Management Company. • Red Ribbon Club- Deen Dayal Upadhaya Government Hospital Shimla. • Community Outreach- Theog Government Middle School. • Computer Department- Sai Digitech Institute, Mangalaya Welfare Trust.

Human Resource Management

- Staff council, staff advisors, academic coordinators and societies are responsible for planning and implementation of activities. • Felicitation of staff members for academic and non-academic achievements.
- Feedback of teachers from students • Inter-disciplinary academic activities, Training Programmes and Career Counselling. • Recreation programmes for teaching, non-teaching, supportive staff and students. • Awareness regarding eco-friendly campus • Recruitment of new teachers by college management

Library, ICT and Physical Infrastructure / Instrumentation

- Total No. of books in library-35500, periodicals-109, magazines-54, Journals-55. • Campus Whizz/ OPAC • FTTH line for unlimited internet access. • Projectors, printers, laptops, Desktops, CCTV cameras, latest software (Adobe), antivirus (Quick Heal) and open-source software (PYTHON, Php Language, Core JAVA) are installed. • New instruments installed in Botany, Zoology, Microbiology and Biotechnology, Physics, Chemistry and Geography Departments. • New classrooms equipped with SMART Boards (Commerce and Geography), new well-equipped laboratories (Chemistry and Botany), new reception are constructed. • Updation of fire safety plan.

Research and Development

National/ International Conferences/ seminars/ workshops are organized by the college regularly. Faculty members are regularly updated and granted leave for conferences, workshops and seminars and are encouraged for writing research

papers and for formulating major/minor research projects. • National Science Seminar was organized by science faculty on • International Seminar 'Partition revisited' was organised by Department of Political Science and History • Regional Seminar by SEBI was organized by Placement Cell. • One day workshop was organized by science faculty in collaboration with JAYPEE University Waknaghat • Workshop on National Securities Depository Limited was organized by Department of Economics Commerce • National Workshop on 'The Changing Face of Language' was organized by English department in collaboration with the English Literary Society, Government College Theog.

Examination and Evaluation

• Smooth implementation of CBCS system in the college in 2018-19. • Minor test, internal assessment test, presentations, assignments and projects are various methods employed for continuous evaluation of students. • For practical examinations the internal and external examiners are appointed by the superintendent of examination. • The Evaluation processes consist of Continuous Comprehensive Assessment (CCA), Practical Examinations and End Semester Examinations (ESE).

Teaching and Learning

• Upgradation of teaching-learning process is done regularly by Academic Coordinators. • Teaching plans are prepared by every teacher according to the syllabus of the course they teach. • Seminars, workshops, invited talks, special lectures, presentations, inter-disciplinary academic activities, tutorials, remedial classes, peer to peer teaching and field excursions trips are organized regularly for the solid understanding of the subject. • Students are encouraged to use library, seminar room and internet facilities. • Audio-visual resources/smart classes are used for effective teaching. • Technology assisted language lab is used by English Department. • Faculty development programme on 'Education Trends Vision-2030' (Resource Person- Prof. Mike Ivanof from Fraser Valley University Canada) was organized.

Curriculum Development

• Himachal Pradesh University follows the curriculum framed by UGC. 20 per cent of the curriculum can be modified by Himachal Pradesh University. Since

college is affiliated to H.P. University it adopts the curriculum framed by the University. • Some of faculty members being member of Board of Studies attend meetings, whenever held by the H.P. University. • Academic coordinators of the college also contribute by giving their valuable suggestions.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Website is updated regularly, online e- periodicals and online college report is made available
Administration	Biometric attendance of the employees
Finance and Accounts	External and Internal Audit are conducted at regular intervals.
Student Admission and Support	Online admission forms, admission process, details of courses offered, details about hostel facilities, fee structure and submission, Campus Whizz for online attendance of students All Activities and achievements are highlighted on the college website.
Examination	CCA and practical examination marks filled through HPU website. Individual Student Login IDs. Date sheet, admit cards and mark sheet/results of students on HPU website.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Faculty Development Program: Education	Nil	09/03/2019	09/03/2019	54	Nil

Trends
Vision
2030

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program: Education Trends Vision 2030	54	09/03/2019	09/03/2019	Nil
Short term course-Gender Sensitisation	1	19/01/2018	24/01/2018	Nil
Workshop on Material Science	1	14/01/2019	20/01/2019	Nil

No file uploaded.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	38	11	16

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EDLI, EPF, Gratuity, Fee concession for staff children	EDLI, EPF, Gratuity, Fee concession for staff children	Scholarships, free ships, free ships, fee concessions, books

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The internal audit is carried out by a local chartered accountant along with the section officer and the Bursar of the college at regular intervals by checking receipts and expenditure statements. The External Audit is conducted by the officers from the A.G office periodically. Their queries are addressed by the office staff by providing the supporting documents.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

49021485

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Null	Yes	IQAC, HoDs
Administrative	Yes	A.G Office	Yes	C.A

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

1. New Skill development certificate courses have been introduced. 2. The college has signed a new MoU with Sarva Mangalaya Welfare trust, Shimla for personality and communication skill development. 3. Improving linkages with institutions and industries for internship, on-the-job training, and project work.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Null
c) ISO certification	Null
d) NBA or any other quality audit	Null

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Introduction of 12 New Skill Development Courses	11/06/2018	16/07/2018	31/05/2019	631
2019	Faculty Development Program: Education Trends Vision 2030	15/02/2019	09/03/2019	09/03/2019	54
2018	National Seminar entitled 'Celebrating Indian Science: From Past to Future.'	24/08/2018	13/09/2018	13/09/2018	490

2018	• Planned and ensured successful organization of an International Conference 'Partition Revisited' by History and Political Science departments	10/08/2018	19/09/2018	20/09/2018	500
------	---	------------	------------	------------	-----

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment	07/12/2018	07/12/2018	650	5
International Women Day	08/03/2019	08/03/2019	780	8

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Solar lighting in the classrooms 30 per cent 2. Solar water heating system in the hostel 25 per cent 3. Rainwater harvesting system 4. Green drive 5. Installation of power saving LED lights

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	Nil	01/08/2018	Nil	Breast feeding week	Public Health	600
2018	Nil	Nil	20/08/2018	Nil	Funds	To help	13

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	11/06/2018	<p>Discipline is to be maintained at all levels. The principal and all the staff members always ensure regularity and punctuality of the students for the assemblies and classes, maintenance of silence in the corridors and in areas where classes are held. It is mandatory for students to have 75 (minimum) attendance as stipulated by the university and college authorities. The students must maintain a respectful attitude towards the authorities, elders, teachers and their own peers. The Value Education classes evolved by the college are held regularly in small groups to help the students in self-growth. The students are not allowed to leave the college premises before 1pm. Ragging is strictly banned in the college. The college comprises of an Anti-Ragging Cell with the rules and regulations under the Supreme Court of India Orders.</p>
Hostel Prospectus	01/06/2018	<p>The hostel prospectus has the rules related to the admission to the hostel. The hostel has zero tolerance towards ragging. Penalty is imposed for those found guilty of participation. Damage or destruction done to any hostel property or article shall be paid for by the student. The hostel</p>

students are expected to adhere by the rules and regulations in order to maintain proper discipline and decorum in the hostel.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education Classes	02/07/2018	30/03/2019	1200
Celebrating Special Days	02/07/2018	31/05/2019	1000
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Ban on use of plastic in the campus
Rainwater harvesting
Safe disposal of biodegradable waste through vermi-composting unit
Use of non-renewable sources of energy in the campus
Paper recycling unit for wastepaper reuse

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) TITLE OF THE PRACTICE: Value Education Classes for Students Objectives of the Practice: The students of today face a life of pressure, stress and cut-throat competition. Many of them feel alienated from their parents and fellow beings, as they are under the constant strain of having to achieve, perform and get ahead of their peer group, from a very early age. The objective of conducting Value Education classes every week at St. Bede's is to provide the students an outlet to discuss problems and issues with their appointed staff-mentors. Context: The idea behind this practice is to provide students with an empathetic space for release of their anxieties as well as to feel that they have a safe haven to discuss a range of socio-cultural trends and influences on their lives. The subjects discussed range from generation gap, family and peer pressure, academic difficulties, relationship issues, career options, social evils such as drug abuse and alcoholism, the impact of social media, crimes against women, techniques of stress management and physical and mental fitness. The Practice: Students are divided into groups of approximately 20 and each group is allotted a Mentor from amongst the staff members. These groups meet once a week in a designated classroom and in a period fixed in the weekly timetable of the college. Attendance is mandatory for all students. The Mentors interact with their wards during this time, taking up topics suggested by the students in the previous week's Value Education session. Evidence of Success: The students look forward to their weekly Value Education sessions. Their enthusiasm is evident in the lively discussions that take place with their mentors. Some of the students also seek out their mentors individually for personal advice. Problems and Resources Required: Value Education classes would be more effective if each mentor had access to a smart classroom through which short films or talks could be shown. Students would be more pro-active in their participation if such a resource was made available. 2) TITLE OF THE PRACTICE: National Cadet Corps (NCC) Objectives of the Practice: The NCC Unit of St. Bede's College was introduced into the college curriculum in 2016. In keeping with the aims of the NCC at the national level, the objectives of NSS

activities at St. Bede's are dedicated to developing character, comradeship, discipline, a secular outlook, the spirit of adventure and ideals of selfless service amongst young citizens. Further, it aims at creating a pool of organized, trained and motivated youth with leadership qualities in all walks of life, who will serve the nation regardless of which career they choose.

Context: National Cadet Corps is a Tri-Services Organization, comprising the Army, Navy and Air Force, engaged in grooming the youth of the country into disciplined and patriotic citizens. The NCC unit of St. Bede's comprises over 20 cadets who participate in camps and expeditions conducted by the parent body all over India. The Cadets are also given basic military training in small arms and parades, which motivates them to consider careers in the Indian armed forces.

The Practice: St. Bede's College are presently running a Naval unit of the NCC and the interested students have to qualify to join it through a general knowledge test followed by an interview organized by NCC Naval unit, Bilaspur. The classes and activities of our cadets are conducted by an instructor appointed by the NCC Group Headquarters in Chandigarh. Students join this unit of the NSS on a purely voluntary basis.

Evidence of Success: The success of this endeavour is evidenced in the personality development of our cadets into tough and self-reliant personalities, as their participation in camps and programmes across the country bring them out their protected comfort zones. More students are showing enthusiasm in becoming part of the college NCC Unit.

Problems and Resources Required: Student-cadets have to spend a lot of time away from the campus for participating in NCC activities outside the state of Himachal Pradesh. They miss a lot of their academic schedule on account of travel to and from Shimla, which needs to be compensated for in other ways.

Institutional Distinctiveness The vision of St. Bede's College is "to produce well-integrated individuals who are an asset to contemporary society". Keeping this breadth of view in mind, one of chief priority areas of College activity is its performance in the area of Community Outreach. The scope and thrust of the above programme encompasses an array of socially pro-active initiatives.

These range from AIDS awareness, Environmental Conservation, Disaster Management training, National Social Service activities and Community Outreach practices. The Red Ribbon Club of the College spearheads the task of spreading consciousness of the lethal nature of the AIDS virus and what can be done to control its proliferation in society. This is done through poster competitions, street plays, declamations and talks by invited doctors. Students also participate actively in the work of the Environment Cell and Disaster Management Society, involving themselves in programmes such as Tree Plantation, Blood Donation, Fire and Earthquake safety drills, competitions promoting the use of eco-friendly materials and the dangers of the use of plastic and the problems of waste management. The National Social Service (NSS) Unit of the College is a vibrant community service society. Many of the community outreach initiatives are organized under the umbrella of the NSS, from the annual Tree Plantation activity, Blood Donation Camp and the week-long Camp encompassing cleanliness drives, instilling the benefits of Yoga, hands-on First Aid training, visiting patients at the Cancer Hospital Shimla, and conducting drug awareness campaigns. The spirit of community service is also extended to the less and under-privileged sections of our society by the Community Outreach Cell of the College, through regular visits to neighbouring schools, orphanages and old age homes in the town and by volunteering at remote areas like Spiti in Kinnaur. The Women's Cell of the College plays its part in this socially pro-active vision by facilitating talks and workshops by lawyers and activists on subjects such as dowry prevention, female foeticide, and films on themes such as equality, gender-related crimes and women's rights. All these groups/clubs and their distinctive thrust represent and complement the vision of the college to shape young individuals who are not only academically sound but also committed to the welfare of the society they are an integral part of.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.stbedescollege.in/wp-content/uploads/2021/08/BEST-PRACTICE-2018-19.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college came into existence in 1904 and celebrated its 115 years in 2019. Our motto 'NON NOBIS SOLUM' (not for ourselves alone) motivates to work continuously for the upliftment and amelioration of the contemporary society. St. Bede's college inspires young women to achieve academic excellence. The students are taught discernment enabling them to take best decisions for themselves. The National Association and Accreditation Council (NAAC) evaluated the college on three occasions. The college was accredited with Grade "A" in the first and the second cycle in the year 2004 and 2011 respectively and was re-accredited with A Grade in the year 2016 during the third cycle. St. Bede's is the only college affiliated to Himachal Pradesh University offering Honours courses in Economics, Geography and Psychology. The college provides substantial opportunities for students from different streams to come together in different academic as well as sports, cultural and other extra-curricular activities organized by various societies and clubs of the college which inculcate the spirit of social discipline, required work and civic accountability towards nation building and social development. The teachers at St. Bede's college use innovative teaching techniques such as digital boards, brain storming, virtual labs, interdisciplinary activities, power point presentations, peer teaching methodologies etc. to make the teaching learning process interesting, enjoyable and effective. The in-house projects and field trips organized by various departments help students to develop research-based skill and bridge the gap between classroom teaching making the students tolerant and more empathetic. The students are motivated to take up short internship programs to develop their professional aptitude, strengthen personal character, and to enhance their working skills. . St. Bede's college supplements the curriculum by offering value-added courses such as Tally Ace, French, Beauty and Fitness, Travel and Tourism, Communication Skills and Personality Development, Dance etc. to improve employability skills of students, equipping them to meet the demands of the corporate world. The students are also encouraged to show their creativity, critical thinking skills by compiling, designing and contributing their articles, poems, book reviews etc. in department newsletters and college magazine. Various departments have formed clubs which allow students to think, innovate and learn through teamwork. The college publishes an annual college journal 'The Bede Athenaeum' which is a multidisciplinary international peer-reviewed journal aiming to promote and publish new concepts, knowledge and ideas. Living up-to its motto, the college helps to shape the young minds both academically and socially by focusing on the holistic development of its students who would be an asset to the contemporary society.

Provide the weblink of the institution

<https://www.stbedescollege.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

The college will continue to follow various well established quality enhancement practices related to every aspect of functioning. The established ones to be continued, and the new ones to be implemented during the session, are systematically presented below. I CURRICULAR ASPECT • B.A. with Computer

Applications and • Certificate Course in Econometrics will be offered by the Computer and Economics Departments. se II TEACHING, LEARNING AND EVALUATION It is planned to introduce newer methodologies while continuing with workshops, guest lectures, inter college activities, inter-disciplinary activities, student seminars, presentations/discussions, field visits, industrial/educational projects, assignments/ e-assignments remedial classes, tutorials, peer teaching etc III RESEARCH, INNOVATIONS AND EXTENSION The research culture will be further promoted by providing facilities and opportunities for research related activities to faculty and students. The college students will continue to be engaged in several extension activities. IV INFRASTRUCTURE AND LEARNING RESOURCES It is planned to augment the existing infrastructural resources by carrying out additions and alterations. • New books in library • Website updating • Upgradation to be continued- Computer museum, Chemistry lab. Geography lab • Renovation of various facilities • Installation of fire safety mechanism • Disaster management equipment V STUDENT SUPPORT AND PROGRESSION The college will continue to provide several student support services and aid them in making a smooth progression to studies and careers further on. • Internships • Increasing availability of competitive books • Career counselling • Admission counselling with emphasis on newly started courses • Placement drive • More linkages for better opportunities to students VI GOVERNANCE, LEADERSHIP AND MANAGEMENT The emphasis of the college management is to provide wider participation to stakeholders in decision making. Various forums performing significant functions in pursuit of this purpose shall be holding regular meetings for effective planning and implementation namely IQAC, the Staff Council, Academic Monitors, Core Coordinator, PTA, PTM, etc. Feedback from stakeholders will be obtained. Perspective Plan and the College Calendar would be prepared. VII INSTITUTIONAL VALUES AND BEST PRACTICES Non nobis solum Not for ourselves alone, our core value, will continue to guide us in all our endeavors. We'll keep our vision in the forefront i.e., to form well integrated individuals who are assets to contemporary society • The following new social responsibility programs will be adopted: • Roti Day: Teachers, staff and students to bring chapattis on a particular day of the week to be served to cancer patients and care givers • Entrepreneurship Skill Development: Students would be encouraged to offer self-prepared eatables and other products for sale to others. They will be motivated to donate a part of the raised resources for charitable causes. • Programs for helping to the underprivileged • Programs inculcating the spirit of providing for the needy • Scholarships, fee concessions and free ships to the deserving students • Programs to mark important events and special days • New issue of international peer reviewed journal • Department e- newsletters and printed versions • College magazine • Tree plantation drives • Green computing, Paper re-use, E-assignments