SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

GOVT DEGREE COLLEGE TANGMARG

CHANDILORA, TANGMARG, BARAMULLA
193402
www.gdctangmarg.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

I feel elated to submit the Self Study Report of Govt. Degree College Tangmarg to the NAAC Bangluru for Ist. cycle of accreditation. Established in 2011, the GDC Tangmarg is situated at Chandilora Tangmarg- gateway to the world famous tourist destination Gulmarg- known for its scenic beauty, trekking trails and skiing slopes. The college stands permanently affiliated to the University of Kashmir started its academic activity in 2012 with Arts stream. The science stream was sanctioned in 2017-18 and introduced from the academic session 2019-20.

The college is a co-education institute established with the objective to cater to the higher education needs of the students of sub-division Tangmarg which has a significant population belonging to Reserved Backward Area besides some villages with Schedule Tribe households. The college has a beautiful campus spread over 86 kanals of land. It posesses a seperate administrative block, academic block with second phase under construction, a library block, a well-established computer lab. housing 48 Computer Systems with all accessories, separate toilet blocks for boys and girls and a canteen block. The college library houses over 9300 books on various subjects for the benefit of the students and the staff.

We hope in the years to come, the college will play a vital role in providing accessibility of higher education to the students, thereby help in removing educational backwardness of the area and work towards the social inclusion of these students. It will prove to be instrumental in promoting productive and effective learning and thereby making excellent and competitive students with keen eye for observations, sense of healthy competition and moral values.

The IQAC of the college was constituted on 13-03-2018 with a view to monitor the quality of academic and extra curricular and administrative aspects at the institutional level. The SSR is the outcome of the collective efforts of the faculty and the college community as a whole. Attempts have been made to showcase the endeavors of the college for quality attainment on all the seven criteria mentioned in the SSR.

Vision

Enabling the Students to create Competent Human resources while adhering to the responsibilities of Changing Global, Socio/Economic Environment through effective Teaching, Learning, Research and extension.

Mission

1. *To Assist in character building by propagating Human and ethical moral values among the students.*
2. *To struggle for academic expansion and diversification to meet the future challenges.*
3. *To Endeavour for the effective exploration of the potential of all the stake holders through optimum utilization of available human and material resources.*

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Well established vision, mission statement.
2. Centrally located in area inhabiting a significant population of RBA/SC/ST/ Non Creamy layer of students.
3. Good governance and quality infrastructure like smart and interactive LEDS, spacious labs, classrooms for effective teaching learning process.
4. Financial support under centrally sponsored schemes RUSA.
5. State of the art computer lab and browsing centre.
6. Well-equipped gym and ski shop housing quality equipments.
7. Library with over 9300 books, access to e-resources through NLIST.
8. Good ambience for effective learning with a campus of 10.62 acres.
9. Campus under CCTV surveillance.
10. Designated three skill centres for skill courses.
11. Online admission system in synchronization with affiliating university.

Institutional Weakness

1. Dearth of adequate permanent faculty.
2. Limited programme diversity.
3. Scarcity of trained non-teaching staff in library and laboratories.
4. Non availability of technical staff like plumber, electrician.
5. Dropout rate is high.

Institutional Opportunity

1. Linkages with institutions of repute like IISM and industrial collaboration with corporate houses needs to be developed.
2. As the college is located at the foothills of world famous ski-resorts, courses related to Hotel Management,Tourism Marketing, Organic farming and fruit preservation and processing need to be initiated.
3. Keeping in mind, the objectives of NEP 2020 vocational courses (BVOC) can be started.
4. Interdisciplinary teaching learning needs to be promoted.
5. Courses like Biotechnology and sericulture can fetch rich dividends
6. Students can be trained to initiate their innovative out of the box start-up ventures.
7. Geographical location can provide ample space for renewable energy storage like solar and windmill plants.

Institutional Challenge

1. Improving work ethics and culture in the Higher Education Institutions.

2. Student retention for completing the courses.
3. Less scope of exploration of creative potential of students.
4. Capacity building of teachers in ICT tools.
5. Maintaining infrastructure.
6. Digitization of office record and progression to e-office.
7. Limited number of faculty members.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Effective curriculum delivery and curriculum enrichment programs form the very foundation of the Institution. The college is affiliated with the University of Kashmir; it strictly follows the curriculum prescribed by the affiliating University. However, some of the faculty members are included in the Undergraduate Board of Studies. In the beginning of the academic session Academic calendar is prepared by the IQAC Coordinator which comprises curricular, co-curricular and extracurricular Activities.

To reinforce the curriculum activities like seminars, workshops, expert lectures, group discussions, power point presentations, assignments, and e-learning sources are conducted. For experience-based learning, Field visits; subject tours etc. are organized to make the students acquainted with the applied aspects of their subjects and also equipped them with the required skills.

In addition to the prescribed curriculum college also conducts some certificate courses for the students to add to their knowledge during the academic session. New courses that are introduced by college have been implemented at U.G level. All the programs that are offered by the college follow the elective courses and Choice Based Credit System. Choice Based Credit System has been implemented for both the UG programs. As per the college infrastructure and availability of faculty some skills courses are also offered from the 3rd semester in both the programs.

In the curriculum, some topics like Gender Sensitization, Environment and Sustainability, Human Values and Professional Ethics are incorporated. The NSS unit, Guidance and Counselling Cell conduct different activities that provide students with an insight about the social environment. For the inclusive development of the students college organised various enrichment programs like yoga day, environment day, plantation drives, motivational sessions, and lectures on drug de addiction, moral, social, professional and ethical issues are conducted.

College collects the feedback form from the students, parents, alumni and teachers. These feedback forms are then analysed, and thereafter action is taken and reports are maintained and also uploaded on the college website. All the activities are structured and monitored by the concerned committee convener, HODs, the IQAC Coordinator and the Principal.

Teaching-learning and Evaluation

Criterion II presents a synergy of teaching learning and evaluation. This synergy constructs the effective pattern of academic atmosphere in the institution. The college administration is committed to offer congenial learning atmosphere to all the students.

At the beginning of the academic session students are oriented to the practices and rules of the college.

Academic calendar is prepared at the very beginning of each academic session which outlines the academic activity e.g. Admissions, Examinations, conduct of Seminars etc.

Teachers use both the conventional methods of teaching i.e. classroom lecture using blackboard, charts etc and the ICT tools for teaching the students.

The college houses a library possessing more than 9300 books on various subjects. Students are encouraged and motivated for reading books available in the library, inculcating in them to develop the habit of reading newspapers daily in the library during vacant classes.

Utmost care is being exercised for the completion of syllabi and remedial classes are conducted by the teachers for slow learner students to enable them to make-up their deficiency.

The faculty is encouraged to attend Orientations and Refresher Courses and Workshops organised by different universities for updating their knowledge and learn about recent development in the concerned subject.

During the session, besides routine teaching work, the college organises seminars and conducts various events. Students are motivated to participate in the events organised by the college or other colleges/university during the session.

Continuous internal assessment (wherever applicable) are conducted by the college and evaluated by the concerned subject teacher who prepares the award. The awards are counter signed by the coordinator exams and then uploaded in the University portal through IT cell of the college.

The university follows CBCS system where two consecutive semesters (odd & even) constitute an academic year. Grading and evaluation of students performance in each subject takes place at the end of each semester. The odd semesters follow descriptive paper system while as even semesters have objective type questions based on credits. In addition to these Skill courses, electives and Ability Enhancement courses are also part of the system and are graded accordingly.

Research, Innovations and Extension

As evident from the fact that the college is a decade old and still in its infancy stage in terms of research, innovation and extension. However, from the last year the college is well versed with research oriented faculty members who have a good number of publications to their credit published in both international and national journals of repute. One of our faculty member from department of physics is working as Co-PI for a research project in collaboration with faculty member from other college of the valley. Recently the said faculty member has also applied for a major research project sponsored by SERB. In addition, the Librarian of the college has also applied for a major research project at ICSSR and is expecting the result in the coming month.

The college has started 3 skill courses for the students from the current year which include: Food technology and processing, Welding Technology, and Horticulture technology. For running these courses the college houses three fully functional skill centers equipped with best quality machinery where students will be imparted unsurpassed skill training with the practical skills which in turn will help them to be skilled and particularly self suffiecient.

In so far as the initiative taken for knowledge creation to the Knowledge transfer is concerned, college library is planning to provide access to Human library which is novel concept in itself and shall be implemented for the first time in the sub-continent. In the human library once in a week an expert will be called either from the academia or from the civil society, a group of students will be allowed to interact and ask questions on a given topic, then they simultaneously will record the tacit knowledge of an expert gained out of his/her experience and expertise for Acquisition and application of the same.

Infrastructure and Learning Resources

In this criterion we discuss the availability of infrastructure and resources which are indispensable for shaping the ideals of education and expansion of academic programmes/courses to meet the growing demand of the students and challenges facing the institution.

The college has been constantly endeavouring since its inception in 2011, to create/upgrade the infrastructure at the campus; besides making optimum use of existing infrastructure/resources.

The college has an Administrative block , Library block, chowkidar hut and a grand academic block. The first phase of academic block stands completed while the construction work of the second phase is near completion. The academic block houses 12 spacious classrooms out of which 10 are embedded with Interactive flat panel digital boards, a spacious computer Lab. three specious science labs and 6 rooms.

The college received funds to the tune of Rs. 150.01 lacs during 2016-2017 and 2017-18 under RUSA scheme. This funding enabled the college to construct a canteen block, toilet blocks one each for boys and girls in 2017-18 . Further, a full fledged computer Lab housing 48 computer systems with necessary accessories along with LCD facility has been established in the college. The funding also enabled to upgrade the college Library in terms of procurement of stacking facility, furniture and books. The Library possesses over 9300 Books on various subjects for the benefit of the Students and the Staff.

Moreover, under RUSA scheme a Skiing shop with 30 complete skiing sets and Gym centre has been set up in the college.

LEARNING RESOURCES

The college provides different types of Learning Resources to the Students and Faculty members such as:

1. Library Facility (To enhance Reading and Learning)

2.Smart Class Room (To facilitate Quality education through ICT)

3.Computer Lab. (To support introduction of computer related course/subject in near future to promote computer literacy).

4. Skiing School (To promote Skiing sports in the area).

Student Support and Progression

This criterion includes description of student support and services and progression of students to higher studies:

1. The college publishes its prospectus annually. The updated prospectus provides all necessary information about the college regarding academic program, admission procedure, Library information, fee structure, Faculty, Non-teaching staff and rules and regulations of the college.
2. The college facilitates post-matric scholarship through Social Welfare Department. It also facilitates scholarship to ST students provided by the Directorate of Schedule Tribe Affairs.The college provides financial assistance to poor/orphan/differently abled students. An amount of Rs.3,01000 has been provided as financial assistance to the deserving students for the last three sessions.
3. Students are encouraged to take part in debates/seminars, co-curricular and sports events. Play field has been developed on the available land and a multipurpose indoor games hall has been sanctioned for the college.
4. Average progress of students from UG to PG is satisfactory during the last five years.
5. There is as Grievance Redressal Cell which provides counseling to the students confronted with problems relating to admission, subject combination, result, personal issues and financial support.
6. Student's council has been constituted which looks after the interests of students and act as a bridge between the students and the college Administration.
7. The college has setup an Alumni Association.
8. Sports facility including TT, Volley ball, Badminton, Cricket , 25 cycles, 30 complete skiing sets, Trekking equipments and Gym facility are made available to both boys and girls in the college.
9. Students are encouraged to participate in the inter-college tournaments organized every year by the University of Kashmir.
10. Besides current awareness services and selective dissemination of information, the Library is providing access to e-resources through Nlist service of INFLIBNET, open educational resources (journals, books, MOOCS, subject gateways, institutional repositories) through open knowledge hub.
11. The College has recently established a Ramp facility, Browsing Centre, Students Facilitation Centre and
12. To ensure safety and security of the students and to ensure the disciplined and harassment free environment of the college, various CCTVcameras are setup at different locations within the college campus.

Governance, Leadership and Management
Girls Common Room.

The college is Government funded, and hence its management and organization is decided by the UT Govternment itself. The Principal acts as the Head of the institution who sets internal policies and programmes

of the college in consultation with HODs of various departments and co-ordinators of various committees. Government makes the budget allocation to the college, and from time to time College has received Funds from RUSA too.The principal utilizes the funds strictly for the purpose for which funds are allocated . Funds allocated for procurement of materials are utilized in consultation with the HODs and/or conveners of committees. The financial management is assisted by the establishment section of the college.

The committees are framed every year generally in the months of March/April . Each committee is headed by a convener/Coordinators who suggests proposals and plans. To improve academic quality and infrastructure in the college the committees have been delegated powers and responsibilities relating to admission, examination, purchase, preparation of teaching schedule, discipline and conduct of co/extra- curricular activities. The committees work to create congenial Teaching-learning atmosphere besides overall development of the college. The principal seeks suggestions from the committees before going ahead with a proposal or plan. There is a continuous monitoring, renewal and assessment of infrastructure and essential facilities. Local funds are utilized on maintenance of Student centric activities ,physical facilities, meeting routine expenditures, payment of wages to academic arrangement staff and local fund employees as per guidelines issued by the Govt from time to time.

"Education and learning are indispensable to each other and rightly said that education is the mother of leadership. This is so because it makes them aware of their duty as responsible citizens in a society. The college administration interacts with the students and seeks their suggestions on different aspects with due consideration. The students are encouraged to participate in debates, seminars and co-curricular activities, sports events and group discussions so that leadership quality develops in them.Establishment of IQAC cell in 2018-19 has been instrumental in decision making by promoting coordination among different sections of the college. It also monitors the teaching-learning and evaluation process.

Institutional Values and Best Practices

The college has introduced following innovative and best practices during the last 5 years.

1. Ensuring teacher's participation in orientation and refresher courses for updating their teaching skills.
2. To ensure maximum participation of students in co curricular and sports activities.
3. To maximize the utilization of educational resources available in the college library
4. To ensure maximum participation of faculty members in community awareness
5. To inculcate issues of gender equality among the students
6. To ensure safe and secure environment for the students within the campus.
7. To equip students with different skills in line with the vision and mission of the college
8. To ensure safe drinking water facilities

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT DEGREE COLLEGE TANGMARG
Address	CHANDILORA, TANGMARG, BARAMULLA
City	TANGMARG
State	Jammu And Kashmir
Pin	193402
Website	www.gdctangmarg.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Yasmeen Farooq	01954-295025	9419028595	-	principaltmg@gmail.com
IQAC / CIQA coordinator	Nisar Ahmad Dar	-	9419922269	-	nisarahmaddar338@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	29-06-2011

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Jammu And Kashmir	University of Kashmir	[View Document](#)

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	10-09-2015	[View Document](#)
12B of UGC	13-05-2019	[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				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

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	CHANDILORA, TANGMARG, BARAMULLA	Rural	10.72	2675

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,English	36	Twelfth Pass	English	627	627
UG	BA,Education	36	Twelfth Pass	English	168	168
UG	BA,Urdu Literature	36	Twelfth Pass	English	80	80
UG	BA,Economics	36	Twelfth Pass	English	110	110
UG	BA,Political Science	36	Twelfth Pass	English	114	114
UG	BA,History	36	Twelfth Pass	English	107	107
UG	BA,Mathematics	36	Twelfth Pass	English	21	21
UG	BA,Environmental Sciences	36	Twelfth Pass	English	174	174
UG	BA,Sociology	36	Twelfth Pass	English	104	104
UG	BA,Public Administration	36	Twelfth Pass	English	101	101
UG	BA,Arabic Literature	36	Twelfth Pass	English	13	13
UG	BSc,Physics	36	Twelfth Pass	English	18	18
UG	BSc,Chemist	36	Twelfth Pass	English	159	159

UG	BSc,Botany	36	Twelfth Pass	English	151	151
UG	BSc,Zoology	36	Twelfth Pass	English	151	151
UG	BSc,Information Technology	36	Twelfth Pass	English	10	10
UG	BA,Travel And Tourism Management	36	Twelfth Pass	English	116	116

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				1				16
Recruited	0	0	0	0	1	0	0	1	6	3	0	9
Yet to Recruit				0				0				7
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				10
Recruited	6	0	0	6
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	2	0	3
M.Phil.	0	0	0	1	0	0	0	1	0	2
PG	0	0	0	0	0	0	5	0	0	5

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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	2	0	0	2
PG	0	0	0	0	0	0	0	2	0	2

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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	1	2	0	3

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	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	754	0	0	0	754
	Female	814	0	0	0	814
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	2	6	9	5
	Female	0	4	5	6
	Others	0	0	0	0
ST	Male	8	4	2	1
	Female	5	4	2	2
	Others	0	0	0	0
OBC	Male	30	34	24	16
	Female	30	26	21	17
	Others	0	0	0	0
General	Male	125	181	214	264
	Female	167	216	186	264
	Others	0	0	0	0
Others	Male	284	303	225	185
	Female	290	326	239	206
	Others	0	0	0	0
Total		941	1104	927	966

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	1	1	1

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	1	1	1

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
941	1104	927	966	674

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
649	792	527	462	335

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
293	189	274	330	124

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	7	6	6	3

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	9	9	9

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 13

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
158.39089	61.28052	4.09107	281.901	207.491

4.3

Number of Computers

Response: 48

4.4

Total number of computers in the campus for academic purpose

Response: 42

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Govt. Degree College Tangmarg is affiliated to the University of Kashmir and it pursues the university endorsed educational curriculum. The different steps taken by the institution to ensure effective curriculum delivery through a systematically arranged and recorded process are as per the following:

- At the start of the academic session, a general staff meeting is held to impress upon the faculty the significance of the best possible educational curriculum delivery. The whole staff is made mindful of the need of progressing in the direction of full acknowledgment of the academic objectives with respect to exchange and redemption of the educational goals. The time table committee prepares a scheduled timetable for each semester of the college.
- The Heads of the science departments prepare the timetable for the lab course which is approved by the Principal of the college.
- The subjects are allotted as per the subject specializations, experience and performance.
- The number of classes for each topic is decided as per the syllabus and credits assigned to each topic/paper.
- Classroom teaching is supplemented with special lectures, group discussions, tutorials, paper presentation by the students, group assignments and field trips for effective delivery of the educational curriculum done in a specific way.
- Chalk and Talk teaching methodology is blended with sensible utilization of Information and communication Technology (ICT), Scientific models, charts etc. to make the teaching learning process more interesting and student focused.
- College encourages the student-teacher discussion, student-student discussion, classroom presentation and book reading.
- The college has a well-developed library that provides teachers and students with vital learning resources for successful educational curriculum delivery and learning improvement.
- The college library is subscripted to NLIST (e-journals & e-books) for the benefit of students and faculty.
- All logistic requirements like all around outfitted and clean lecture rooms, teaching aids like alcosin boards, overhead projector and smart classroom are arranged. Along with this, the respective teachers prepare course material, class notes and power point presentation (ppt) in order to be fully prepared for teaching learning process.
- Wherever the deficiency of time amid working day is seen, the concerned faculty is asked to go for remedial classes.
- For effective and result oriented practical classes the college provides adequate instrumentation facility to the students and faculty.
- Various efforts are being made for the implementation of the advanced teaching pedagogies and various steps are taken for the implementation of LOCF.
- For making teaching learning process more interesting, student centric and ICT enabled the college

has made ten (10) classrooms as digital classrooms.
- The college encourages faculty members to go to orientation courses, refresher courses, workshops and present papers in seminars directed by the affiliating and different colleges for securing vital abilities for effective delivery of the educational curriculum. Photocopies of the testaments of the above courses are given by the employees to Internal Quality Assurance Cell (IQAC).

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

At the beginning of the academic session, the IQAC Coordinator conducts a meeting with admission committee, timetable committee, Examination Committee and Sports committee and frames academic calendar for the whole session. In the academic calendar,the college incorporates various schedules on fixed days for different activities/events like admissions, internal exams/practical exams, student seminars etc. The same schedules are reflected in the college brochure, website and college notices. The semester end examinations are notified by the affiliating University from time to time. The college has adopted the CBSC system since 2016. Under this pattern the college conducts the internal assessment tests and class tests throughout the session. The dates of these internal exams are being issued by the Examination Coordinator from time to time through notices. These internal assessments evaluate the academic performance, regularity and punctuality of the students. The college keeps the track of educationally weaker students and due attention is given by conduct of remedial classes and the concerned faculty is paying the individual attention to each of these students.

Under the CBCS examination system the affiliating University conducts two types of examination pattern for even and odd semesters. The even semesters are evaluated on OMR based examination pattern and odd semesters are evaluated through descriptive type of examination. Almost all the faculty members are involved in evaluation and conduct of examination.

File Description	Document
Upload Additional information	[View Document](#)

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	<u>View Document</u>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<u>View Document</u>

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 100

1.2.1.1 **Number of Programmes in which CBCS/ Elective course system implemented.**

Response: 2

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<u>View Document</u>
Institutional data in prescribed format	<u>View Document</u>

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 1

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	<u>View Document</u>
Brochure or any other document relating to Add on /Certificate programs	<u>View Document</u>

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0.64

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
30	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The curriculum framework and enrichment is directly undertaken by the affiliating university. Some of the faculty members are presently part of the UG/PGBOS-undergraduate Board of Studies. The faculty strives to put in the cross cutting issues in the curriculum.

The college offers some courses which focus on Environmental sustainability, human values, gender sensitization, peace building etc. as part of the curriculum. The aim of introducing these courses is to acquaint the students to these cross cutting issues.

Every year the college organizes the awareness programmes for promoting environmental ethics by organizing environmental week, Wildlife week, plantation drives, cleanliness drives, Swatch Bharat activities etc.

For the overall development of the students the college organizes the programmes on drug de-addiction, women's day, yoga day, mental health day etc.

There is also prevention of sexual harassment cell headed by female faculty in the institution, where problems of sexual harassment cases are looked upon.

The college offers one compulsory subject on environmental science of BG first and second semester at under graduate level. Despite the fact that there is no broad subject on gender and human values however inside schedule of numerous courses there are plentiful themes accessible which tends to issues like gender, human values and professional ethics.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<u>View Document</u>

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<u>View Document</u>

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

Response: 2.34

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 22

File Description	Document
Institutional data in prescribed format	<u>View Document</u>

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 100

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
941	1104	927	966	674

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
941	1104	927	966	674

File Description	Document
Institutional data in prescribed format	[View Document]()

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 100

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
649	792	527	462	335

File Description	Document
Institutional data in prescribed format	[View Document]()

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The college is known for transforming and empowering students who come from diverse backgrounds ranging from underprivileged sections to affluent ones. Most of the students admitted in the College come from a rural/peasantry background. A large number of students are first generation learners, who generally lack communication skills in English. As the students generally lack communication skills, the teachers adopt bilingual/trilingual approach (English, Urdu, Kashmiri) to make the students overcome their hesitancy towards English language. For slow-learner students additional/remedial classes are conducted by the teachers.

Teachers also help the slow learner students through discussions on content of syllabi and guiding them in the Library while borrowing relevant books on the subject. Comparatively advanced learners, as judged by the teacher, during class room teaching are encouraged to participate in Seminars and other events organised in the college. They are also encouraged to represent the college in the academic/sports events organised by other institutes so as to boost their competitive spirit.

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 134:1

File Description	Document
Any additional information	[View Document](#)

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

Response:

The college has a highly dedicated and qualified teaching faculty to teach the students. They assess the needs of students in terms of knowledge and skills through their experience. Teachers follow the student centric method of teaching which is the approved pedagogy and shifts the focus of institution from the teacher to the student. Student centered instruction focuses on skills and practices, thus enables lifelong learning and independent problem solving. This is in contrast with Teacher centered learning in which teacher plays an active role and students take a passive receptive role. There is no denial of the fact that our teachers usually use the traditional method of teaching (Teacher centric). Nevertheless, the faculty in the institution encourage participative learning by making classes interactive with the students. The students are induced to come up with their ideas and understanding of the concepts and viewpoints under the guidance of the teachers. Using the method of power-point presentations to help them organize their thinking process and build professional skills, using audio-visual aides (such as screening of films and plays, displaying paintings, photographs etc.), holding talks by experts in certain given fields or rigorous physical activity endorses a student centric, self-directing pedagogy. Group discussion are organized which generate interest among the students to learn more about the topic.

Students are encouraged to attend seminars, classroom presentations, excursions, sports events arranged to promote learning and mental relaxation. The students are advised and motivated to go to the Library and learn about the newer concepts in the field of education and current problems to update their knowledge and share the same with one another. Students are entrusted with responsibilities like organizing cultural events and seminars to make them learners, organizers. Contents beyond syllabus are also taught to the students to make them to know about recent trends in the subject concerned.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Innovation and creativity are absolutely important in teaching-learning process. Without these things, a Student can never be transformed into a competitive student. Though teachers generally use traditional methods of teaching, yet they make classroom teaching more attractive to the students by using some innovative measures like use of overhead projector to deliver PPT for their lectures through smart classes. Furthermore, the pedagogy used by the teachers is aimed at developing the critical but creative thinking and scientific temper among the students by way of conducting group discussions periodically in the classroom to offer opportunities to the students to understand the subject. Further advanced learner students are involved in organizing various functions/events by the college besides, deputing them for participation in seminars/debates/events organized by other institutions in order to promote creative and innovative spirit among them.

The following innovative teaching methods have been adopted by the faculty:

1. Illustration through examples and demonstration.

2. Quiz competition, debates and writing competition are conducted in the classrooms.

3. Efforts are made to improve communication skills of the students.

4. Students are allotted topics to prepare presentations.

5. Students are also motivated to use internet, and the various online educational platforms available in order to keep themselves abreast of the latest developments academic, economic, social and Political.

File Description	Document
Upload any additional information	View Document

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 38:1

2.3.3.1 **Number of mentors**

Response: 25

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 64.44

File Description	Document
Institutional data in prescribed format	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 14.76

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	1	1	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 11.71

2.4.3.1 **Total experience of full-time teachers**

Response: 82

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The College is affiliated to the University of Kashmir and it strictly follows the guidelines/norms/prescribed by the affiliating University with respect to admission, curriculum, examination and evaluation. Evaluation of skills gained by the students is a must for improvement in quality education. The University has continuous assessment evaluation system in place to assess the students on various aspects. However, since introduction of CBCS in 2016, continuous assessment is not applicable to Arts/Social Science subjects available in the college except Travel and Tourism Management subject. The continuous assessment carries 30 marks as stipulated by the University of Kashmir. The college conducts the internal assessment test, including a written test, viva voce and weightage for attendance before commencement of semester end examination. In 6th semester, the TTM students are given opportunity to do project work which are assessed by an external examiner. The project work carries 100 marks as stipulated by affiliating University.

The internal assessment (wherever applicable) are conducted in the college fairly in accordance with the guidelines issued by the affiliating University. The students are made familiar with internal assessments well in advance. The subject teacher conducts and evaluates internal assessments on the basis of students performance in Written Test, Viva Voce, and Attendance. The internal assessment carries 30 marks as stipulated by the University. After conduct of internal assessments, award is prepared by the concerned teacher. The awards are countersigned by the coordinator examinations, who then sends the awards to IT cell for uploading on the University Portal. The records of internal assessments are maintained in the IT

cell of the college. The college ensures transparency in internal assessments. Any student having any problem regarding the internal assessment is free to contact the subject teacher or the coordinator exams to help resolve the problem immediately.

2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Response:

The college has an effective examination committee headed by a coordinator. The coordinator is entrusted with the responsibility of looking after all the exam related affairs and makes necessary arrangements for conduct of both Internal assessment and semester end examination as per the guidelines/instructions of the affiliating University in consultation with the Principal of the college. After the declaration of the result of each semester by the University of Kashmir, any student having any grievance or discrepancy can directly approach the examination section of the University which has a transparent time bound and efficient mechanism to deal with exam related grievances. The student having any grievance in evaluation of any subject is given an opportunity to get the grievance redressed in the following ways:

1. A student can ask for a photocopy of the answer book at a minimum charges, to check whether it is justly evaluated. If the student feels unsatisfied with the evaluation or finds evaluation defective, he can under university norms apply for re-evaluation of the answer script within stipulated time period along with a fee as prescribed.

2. A student can also make written request for re-checking of marks within a stipulated time along with a fee as prescribed.

3. In case a student needs correction in marks card statements, vis-á-vis name, parentage, Reg. No. etc. or his result is withheld, they make a written request to the principal of the college who forwards the same to the University authorities, with appropriate action required, to the concerned university authorities for speedy redressal of the grievance. The Registrar or Controller Examination University of Kashmir makes the final decision with regard to exam related grievances at the university level.

4. Any student having Grievance is free to contact the coordinator Exams in the college who redresses the Grievance in consultation with the Principal and the concerned subject teacher as per the guideline of the affiliating University.

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

The College has clearly stated learning outcomes. The College website and prospectus very clearly state the vision, mission and objectives of the Institution. The Higher Education Department of the UT of

Jammu & Kashmir in 2020 made an effort to revisit the set programme and Course objectives and modify and update them in accordance with the latest and emerging needs. In this connection a series of workshops were organized in different colleges related to different subjects and it was required to frame the recommendations. In addition to this, the course items of most of the subjects are framed keeping in mind the 2020 National Education Policy and the importance that has been given to the vernacular language. The staff and students are made aware of the aims and objectives of the college through various Orientation Programmes, Seminars and Talks, etc.

- The focus is on an all-round holistic development of each student.
- The Institution makes all efforts to provide students opportunities to deliberate on various alternatives and make informed choices so that they learn to become independent.
- The focus is on motivating the students to equip themselves with skills so that they are ready to face the challenges of life.

Learning outcome of the students is evaluated by assigning topics from time to time for presentations and class tests. This helps students to know the subject and makes them confident in expressing their opinions.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

The attainment of learning outcomes of the students are facilitated through Library, Classroom teaching, Class tests, viva-voce, group discussions, and project work, attendance and interactive sessions conducted by the college. The college ensures attainment of learning outcomes of the students by:

1. Identifying slow learner students and devising strategies to improve their academic performance/learning outcomes by conducting remedial classes for them.
2. Conduct of class test.
3. Conduct of group discussion.
4. Conducting activities like Quiz related to the relevant subject in the classroom to make learning an integrated and interesting process.
5. Attendance of the students.
6. Performance of Internal Assessments.
7. Performance in University examinations.

For better results with regard to learning outcome of a course, the students are provided detailed information about the content of syllabus, continuous assessment (wherever applicable) and pattern of examination and distribution of marks for different types of questions, such as Multiple choice Questions (MCQs), short type and long type questions, asked in the main/semester examinations. This ensures comprehensive study and understanding of whole course content by the student. The learning outcomes are evaluated on the basis of attendance, written test, participation in other events and performance in the

University/semester end exams. A poor course outcome reflected through poor result in University examination when mentioned in the APR of a teacher may result in delay in his clearance of probation or placement to the next higher grade as the case may be.

2.6.3 Average pass percentage of Students during last five years

Response: 47.92

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
84	93	89	211	81

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

2020-21	2019-20	2018-19	2017-18	2016-17
293	189	274	330	124

File Description	Document
Upload any additional information	[View Document]
Institutional data in prescribed format	[View Document]

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	**Document**
Upload database of all currently enrolled students (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: 1

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 14.29

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	1	1	1

File Description	Document
Supporting document from Funding Agency	View Document
Institutional data in prescribed format	View Document
Paste link to funding agency website	View Document

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 5

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	1	0	0	1

File Description	Document
Institutional data in prescribed format	View Document

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 5.52

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
18	4	6	2	2

File Description	Document
Institutional data in prescribed format	View Document

3.2.2 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: 0.17

3.2.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3 Extension Activities

3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

To promote the holistic development of the students, the college organizes some activities with the aim to sensitize the students to social issues like HIV/AIDS, Drug Addiction, Environmental hazards, illiteracy, etc. The objectives of conducting such programmes is to create awareness and instill a sense of responsibility among the students with a forward impact and linkage to the society. The various events organized by the college on different aspects concerning to the society during the last five years are:

1. Environment week celebration

2. Anti Drug Addiction Programme

3. SWACHH BHARAT Abhiyan

4. Women Empowerment

5. Abuses of child Labour.

6. Celebration of Education Day

7. Observation of HIV/AIDS Day

8. Cleanliness Drives

9. Outreach Programmes

10. Communal Harmony

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 0

3.3.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 7

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	1	1	1	1

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 14.98

3.3.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
384	65	96	131	29

File Description	Document
Institutional data in prescribed format	[View Document]

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 0

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

3.4.2 Number of   functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 3

3.4.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	0	0	0	1

File Description	Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

Adequate infrastructure facilities are key for effective and efficient conduct of the educational programs. The growth of the infrastructure thus has to keep pace with the academic developments in the institution. Other supportive facilities on the campus are developed to contribute to the effective ambience for Curricular, Extra Curricular, and Administrative activities.

The policy of the institution is primarily to develop adequate infrastructure for effective teaching and learning.

The college is a co-education institution providing an equal opportunity to boys and girls of the catchment area to obtain Higher Education.

The college has a well-designed Academic block, Administrative block, IGNOU Center, Library block, Health club, Canteen, Ski Shop, independent Science departments and various other rooms and facilities for students.

The college has 12 digital well-furnished and ventilated classrooms, where both conventional and non-conventional teaching-learning methods are used by the teachers for the benefit of the students.

In addition to this the institute has 01 Smart class room with audio-visual aids facilities. Where students are exposed to latest trends in technology. This smart classroom is used for special-Guest lectures.

The college has 01 computer Lab with 48 Systems equipped with necessary accessories associated with the computer lab is a fully functional Browsing Center where students can browse and download reverent information/material at a very fast speed.

The college has introduced new Programme/Course/Subjects like IT, Physics, Arabic, Sociology for the benefit of students.

The college has introduced short term Certificates courses as Skill Development Programmes for the students as well.

A canteen with both Vegetarian and non-Vegetarian food is available in the college at concession rates for the students.

The college has developed a Botanical garden to impart practical knowledge to the students.

The College organizes activities to strengthen public speaking and communication skills of the students.

The College has as an NSS unit. Various socially relevant services are provided by NSS Students.

The NSS Students also contribute their best to maintain cleanliness in the campus as a part of extension activity.

The college has a separate Library block with a collection of more than 9000 tittles comprising of textbooks, reference books, general knowledge, yearbooks etc. The Library has a fully functional student's facility center where students have an easy access to utilize the services of the center.

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

The college was established in 2011 and started its academic activities from July 2012. Since its establishment college has primarily focused on the development of its basic infrastructure. The sports/games infrastructure has been developed to the best satisfaction of the students The sports /games (indoor, outdoor) facilities available in college are listed below:

- A multi gym with tread-mill and sophisticated machines for workout are available in the college separately for boys and girls.
- The college provides YOGA facility to the interested students for physical and mental fitness.
- The College has adequate land facility where students under the guidance of physical education teacher are made to learn some athletics like Discus, Shot-put etc inside the campus.
- The college organizes Annual Road Race & Cycle Race every Year in which a lot of students take part with zeal and zest.
- The college has facilities for indoor and outdoor sports activities like carom- boards, chess boards, table-tennis, and outdoor games like volley ball, cricket, badminton, and basketball. The sports field for cricket and football has been developed on the available land by the college.
- Students regularly participate in inter-college sports activities throughout the year under the supervision of Physical Education Teacher.
- Cultural activities are continuously organized in the college such as Dancing, Poetry, Musical competition, Painting and drawing competition etc.
- The college has been regularly participating in the Youth festivals. The students participate with full fervor and zeal in all activities academic, fine arts etc. Awards are also given to talented and meritorious students during these functions.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 84.62

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 11

File Description	Document
Institutional data in prescribed format(Data template)	<u>View Document</u>

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 0.04

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
236.48	67.7	2.41	150.0	170.0

File Description	Document
Institutional data in prescribed format(Data template)	<u>View Document</u>

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

Although, the college is in developmental phase but it has witnessed many developments in all spheres and in Library as well, whether it is the collection of books or the services provided to the students and staff. The college has a separate Library Block with Profession Librarian. In addition to the issue and return of documents/books, the library offers various other services like reference service, current awareness service etc. The Library also has a student's facilitation center and Wi-Fi facility for the stake holders. The Central space of the library is well furnished with reading, writing benches for the students.

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 8.68

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
6.99911	8.98337	1.269119	18.612	7.527

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year

Response: 3.38

4.2.4.1 **Number of teachers and students using library per day over last one year**

Response: 32

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Since its establishment the college has primarily focused on the creation of physical infrastructure. The college has witnessed developments in many aspects. The college has a Computer lab housing 48 computer systems with all necessary accessories, associated with the computer Lab and a browsing center. From academic session 2021-22 the college has introduced IT, a computer related course which was earnestly demanded by the students of the college. The college campus including digital classrooms are enabled with Wi fi/Broad Band facility having speed of 50mbps.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 22:1

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 912.66

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
182230	214192	78577	6310945	4419290

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Generally as far as practicable for a fully government owned institution, a constant effort is made to provide dedicated and secure space for students to grow. There is a college development committee to look after the maintenance, repair and constructional work related to infrastructure. Construction repair and maintenance of the main building, campus and physical infrastructure like water, power supply is looked after by this committee. Daily maintenance of such facilities is done by the Non-teaching and other supportive stop (Local fund employees) of the college.

During all maintenance and upgradation work related to civil and electrical a supervisor (college faculty) is assigned by the college authority to verify the work done by the contractors. All minor faults are

attended and repaired by hired technicians, carpenters etc. Classroom Furniture of the college is utilized by the regular college students. Laboratory equipments are utilized by the students admitted in such courses as per their requirements and are maintained by Lab. Assistants. Local Fund employees take care of the necessary water facilities in Labs., Washrooms, departments and classrooms. The College Botanical garden, Sports ground, green patches of the college are utilized by the students for Laboratory purpose and during various Co-curricular activities which are maintained by local fund employees. The digitally equipped facility centers like smart classroom, computer labs. Browsing Center and classrooms are maintained by our college trained technical staff which help in utilization of such facilities. The College Library is maintained by the Librarian along with supporting staff. All stakeholders have equal opportunity to use the library and reading room facilities as per the rules and policies of the college. A movement register is maintained in the Library and is under CC TV Surveillance. The Website of the college is maintained by the college, however the major repairs are done by the outside technicians on call basis.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 14.09

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
380	76	101	67	36

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]
Upload any additional information	[View Document]
Institutional data in prescribed format	[View Document]

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 3.95

5.1.2.1 **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
68	0	70	48	0

File Description	Document
Institutional data in prescribed format	[View Document]

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1.Soft skills

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

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	[View Document]

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document]

5.1.5 The Institution has a transparent mechanism for timely 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: C. 2 of the above

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.95

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
3	2	2	1	2

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 32.42

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 95

File Description	Document
Institutional data in prescribed format	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 24

5.3.1.1 **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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
06	06	04	06	02

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

It is evident from the fact that the college is in its 10th year, and the Students council is a must for the smooth functioning of the college as the students are the main focus of an institution. Keeping the importance of the same into consideration, the college has developed the student's council with the strength of 23 (one President, one Vice president, two Secretaries and 19 members holding the positions). The students were nominated through a proper mechanism i.e. by students voting. The nominated council has been vested with powers, to look upon many things of the college including the admission and examination sections as well.

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

Response: 30.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
50	38	26	22	17

File Description	Document
Upload any additional information	View Document
Institutional data in 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:

 As the college is in developmental phase,the faculty is trying their best to come up with all the essential components that the college requires. The college has taken an initiative to create an Alumni association and in the same process has successfully compiled a list of pass out students of this college which is accessible on the college website.

As far as the contribution of the Alumni is concerned, it is the encouragement that they provide to the new students to join this college and avail the best quality services in both the academic and sports domain.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Governance is the indicator by dint of which we determine the effective service delivery of the institution. An effective leader has the potential to affect positive transformation in the institution by improving the quality of governance. Smart governance is what translates visionary ideas into concrete policy outcomes. It has been precisely because of the effective leadership of the principal that the institution has been successful in achieving the mission of a harassment free campus for girl students by not only strengthening Women Grievance cell of the college but also to ensure gender-sensitive environment for female students. Moreover, the effective leadership is reflected in making our campus ragging free just with the use of non-coercive and persuasive methods of socialization. Further, the community participation in the affairs of the institution greatly increased by the social outreach programs of the principal which reflect effective leadership on his/her part. The principal monitors the mechanism regarding administrative and academic processes. The Leadership is in collaboration with the Faculty head, IQAC and other committees for decision making and improving the efficiency of the institution. Principal remains constantly on track with the students by solving their difficulties, by taking regular rounds of the college in enhancing the college. Thus empower education to students of diverse backgrounds and varied aspirations and sustain a student centric culture.

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

The college has various committees each headed by a convenor which is usually a senior faculty member.The committees are delegated authority to work, chalk out plans/proposals as per the requirement for the development of the institution. The plans/proposals are discussed by the principal with the committees and measures are initiated for the implementation of the same. The committees take the decision independently and discuss them with the principal. This results in appropriate decision making and ensures transparency,participative and effective functioning of the college. There exists a proper coordination between the principal and the staff (Teaching and Non-teaching) which forms the core of participative management. The Participative management helps in two way enrichment i.e. of the faculty and the institution, and promotes the growth of the institution. Faculty members are involved in decision making in all matters like purchase of material, books etc. Conduct of seminars, debates, sports events. Non teaching staff is also engaged in indifferent activities/committees and hence given a role in decision making in the college. Financial Participation is also encouraged by involving the college purchase committee in making purchases during the year.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college has many prospective plans available with it. It has both short term and long term plans. The short term plans include:

1. Introduction of more subjects viz Bio-Chemistry,Islamic Studies and Psychology.
2. Introduction of computer Application as a separate discipline..
3. Growth in terms of student enrollment .
4. Upgradation of college Library in terms of automation/Digitization, purchasing more books,Collection of rare manuscripts and academic Journals which will be helpful for students to crack competitive Exams both at national and State Level .
5. Further Upgradation of Science labs. .

The college has already obtained sanction for the introduction of B.Sc. course w.e.f. the academic session 2019-2020 from the administrative department. Besides this, affiliating University has also granted affiliation for introduction of science stream . Arabic, Sociology and B Sc. IT courses subjects in 2019-20 and 2021 respectively . Proposal for permission of internet (broadband) and wifi facility, the later stands installed and is functional. The Long term plans include:

1. Construction of auditorium for which proposal/DPR has been submitted to the Administrative Deptt.
2. Construction of Indoor multipurpose stadium.
3. Establishment of Science Block
4. Establishment of Hostel

At present 1568 students are on rolls of the college. 100% students come from rural areas with peasantry backgrounds. Most of them are first generation learners. The plans need to be approved and executed on priority so that expansion of the college takes place in terms of both academic activities and infrastructural development so as to ensure quality education for the students of the educationally backward area.

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

Principal
1. **Teaching Staff**
2. **Non Teaching Staff**

- **HOD**
- **LIBERIAN**
- **PTI**

- **Administrative Staff (Sr. Assistant and Jr Assistant)**
- **Committees**

Other Staff

The principal is the Head of the Institution and in consultation with Sr. faculty members every year frame committee for effective and smooth functioning of the college. The committee decides on various matters and issues and provides independent suggestions for preparing and execution of a development plan/proposal. Various committees framed are entrusted with responsibilities. The committees plan all important activities and helps in resolving the issues following in the domain of a particular committee.Some of the important committees framed and functional in the college are:

1. IQAC Committee
2. Admission Committee
3. Examination Committee
4. College Development Committee
5. College Purchase Committee
6. College Discipline Committee
7. College Seminar/debates/cultural Committee
8. College Library Committee
9. College Sports Committee
10. Grievance Redressal Committee
11. Career Counselling Committee
12. College Advisory Committee
13. Scholarship and Financial Assistance

The Principal consults his colleagues and ensures effective and participative type of management of the college. The Principal ensures that long term and short term plans are prepared for the development of the institution. Long term plans include building up of infrastructural facilities keeping in view the futuregrowth. Long term plans also take into consideration manpower requirements. Short term plan is the annual plan proposed by setting up goals to be achieved during a year, these include introduction of new courses/subjects, growth in terms of student enrollment, improvements in teaching and learning activity and maintenance in existing physical facilities.

The Principal convenes meetings of the staff/committees to finalize academic plans and long term plans,besides resolving the current issue.

Service Rule: Service rules are provided by the UT Govt. and implemented strictly by the college for its employees.

Recruitment: Recruitment of Gazetted Staff is made by the Govt. on the recommendation of the JKPSC.

Promotions: Promotions are provided as per norms and rules set forth by the UT Govt. after the requirements are fulfilled by the employee.

Grievance Redressal Mechanism: The college has a grievance redressal cell which arranges for redressal of grievances of both the staff and students depending on the nature and quantum of grievance.

6.2.3 Implementation of e-governance in areas of operation

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

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The college administration recognizes and values the services of its dedicated employees-teaching and non-teaching. The college is committed to provide facilities (whatever available) to its employees for years (Enshrined in Staff stasfication Report) of their welfare. Various measures for welfare of the staff are:

- Canteen facility is made available to staff where tea/milk and refreshment are provided at concessional rates.
- Employees can have a xerox facility.
- Employees can borrow books from the college library
- Employees can use the gym facility without any charges.
- Heating arrangement is provided to the staff - teaching, non-teaching to create a suitable atmosphere for working in the college during the winter season.
- Study leave in favor of the staff is recommended by the college for the approval from the administrative department as and when required. Other leaves such as Maternity leave, Maternity Leave, Medical leave are also granted as per service rules of the UT Govt.
- Faculty are encouraged to participate in seminars/conferences and workshops to update their teaching skills and to enable them to abreast themselves with latest developments in their subjects.

6.3.2 Average 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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.6

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document]

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 44.29

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	3	2	2

File Description	Document
Institutional data in prescribed format(Data template)	

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Each faculty member has to submit an annual Assessment Report/Annual API performance report reflecting the information pertaining to publication, Seminars/Symposiums/ conference attended, Paper presented,Lectures delivered, Major/Minor research projects completed. Same is evaluated at the time of promotion by higher education department.Some of the components of API performa are:

- General Information and Academic details.
- Teaching learning evaluation related activities.
- Co-curricular, professional development activities.
- Research and academic contributions.
- Training, Seminars, conferences, workshops, paper presentation etc.

The APRs of employees are confidentially submitted by the Principal to the Administrative department, where they are evaluated. The clearance of probation placement to next higher grade promotion are subject to their performance evaluated on the basis of APRs.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college is a Govt. funded institution, hence it receive annual budget. Every year from the Govt. under various heads like salary of teaching/ non-teaching staff, books, office expenses, material and supplies, electricity tariffs, TA etc.

The funds have to be utilized strictly for the purpose of which they are sanctioned after fulfilling the codal formalities. Further the college raises funds through collection of fee from the students as prescribed by the Govt. These funds are called local funds which are also utilized by the principal as per requirements and the guidelines issued by the Govt. The accounts regarding receipts and expenditure are properly maintained by the established section of the college and controlled/monitored by the Principal.

All accounts of the college are subject to an audit by the experts appointed by the accounts department of the UT.

The external audit of the college was done in 2017& 2021.It was in 2017 first audit of accounts since the inception of the college was held

However, internally all accounts are being regularly monitored by the college purchasing committee which is authorized for the same.

It regularly inspects the establishment section and ensures timely completion of cash books. All bills/vouchers regarding purchasing either under Govt. budget or local funds are recommended for payment by this committee.

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 0

6.4.2.1 **Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Being a Government college is fully funded by the state Govt. The establishment section of the college prepares the budget estimates as per the requirement of the college under various heads like salary, office expenses,materials and supplies, electricity, Books, equipment etc. The Govt. releases the funds as per the budget prepared by the college. The college utilizes the funds for the purpose for which they are sanctioned/released by the Administrative department. The disposal of funds are strictly controlled and monitored by the principal. Expenditures and receipts under various heads are maintained properly by the establishment section of the college. The payments on account of various purchases and payment of salary to the staff are mostly defrayed through the bank advice system.Since the college is recognised under section 12(B) of the UGC Act, as yet, it does not receive any funds from the UGC. Nevertheless the college stands selected for funding under the RUSA scheme. It received Rs 24.44 lacs in 2016-2017 and Rs 125.57 lacs in 2017-2018 under the RUSA scheme. So far construction of a canteen block, toilet blocks one each for boys and girls, and setting up a computer lab.and upgradation of Library, purchasing of books and procurement of sports equipment. The funds have been utilized properly and records maintained. Collection of fee from the students at the time of admission is another source of funding to the college. The funds raised thus are bifurcated into various heads like pool fund, building fund, excursion fund, games fund, magazine fund, stationary fund, etc. generally known as local fund. The pool fund is strictly

expended on payment of academic arrangement staff. Funds under other heads are also utilized as per requirements of the college strictly as per the guideline issued by the Administrative department. The accounts of expenditure and receipts under local funds are maintained by the establishment section properly and are maintained and controlled by the principal.

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

Response:

The college has been established to cater the higher education needs of the rural, economically and educationally backward area. Most of the students enrolled in the college are first generation learners and come from peasantry backgrounds. Since the inception of the college, there has been a focus on creating infrastructure facilities. To improve and monitor the teaching learning IQAC strive for

1. To seek permanent affiliation of the institution from the University of Kashmir to enable the college to apply for inclusion under 12(B) of the UGC act.

2. To seek affiliation from the University of Kashmir for introduction of science stream w.e.f. the academic session 2019-20.

3. To submit a proposal with the administrative department for introduction of new courses/subjects especially I.T subject in the college as a full-fledged Computer lab has already been established under RUSA funding.

4. To monitor academic activity on a regular basis.

5. To insist upon the construction agency of the college namely PWD (R&B) to speed up the ongoing construction works.

6.Automation of Library

7. Establishment of Botanical Garden

Due to constant endeavouring of IQAC, the college obtained;

1. Permanent affiliation from the University of Kashmir which enabled it to apply for inclusion under section 12(B) of UGC act 1956.

2. Affiliation for introduction of science stream , Arabic, sociology and Public Administration w.e.f 2019-20,2020,and 2021 respectively.

3. Completion of constructional work of academic block.

4. Completion of Construction of Skill development cell.

5. Upgradation of the Library

6. Upgradation of Sports infrastructure and ICT enabled classes

7. Girls Common Room

8.Establishment of student Facilitation Centre

9. Wifi enabled Campus

The IQAC also regularly monitored the teaching learning, an evaluation process in collaboration with heads of related admission and examination committees during the academic sessions.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The IQAC was constituted formally in March 2018 as per the norms. The committee includes the Principal of the college as its chairman, one senior most faculty member as its coordinator and All faculty members; two external members from Civil society , two students and one senior assistant as its members. The IQAC coordinates with all sections/departments of the college which results in effective implementation of various decisions made by the cell. The college has been constantly striving to create a conducive environment for teaching, learning and evaluation despite the challenges faced post Covid-19 . The college through its IQAC will review teaching learning process by using the following mechanism:

1. Attendance is compulsorily maintained by every teacher. Student's falling short of attendance are warned of the consequences.

2. Syllabi are completed well in time before exams to ensure class preparation and practice.

3. Slow learner students are provided with remedial classes/Tutorials to make up for the deficiency.

4. Group discussion and quizzes are conducted.

5. Continuous internal assessments/ project work are conducted for the students whereever applicable.

6. Feedback is obtained from the students.

7. Principal interacts with the students about their teaching learning.The IQAC takes initiatives to promote strengthening of teacher quality by way of encouraging them to participate in seminars, workshops, faculty development programmes in order to update their teaching skyear and know about the latest development in their academic field/ subjects.

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: D. 1 of the above

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

1.Institution shows gender sensitivity in providing facilities such as:

- Safety and Security
- Counselling
- Common Room

1. SAFETY AND SECURITY: Safety and security of students, teachers, non-teaching staff and the guests to the college is dependably the primary need. To guarantee a safe campus and a secured environment the college has grasped upon the accompanying activities: • A senior and experienced gatekeeper. • A complaint redresser cell for the students. • Availability of first aid in the college. • Regular checking of the electric meter box. • Separate washroom for boys. • Separate washroom for girls. Separate washroom for male and female teaching and non-teaching staff. • Night stay arrangements for night chowkidars. • Identity cards issued to every one of the students, teachers and non-teaching staff.

2. COUNSELLING: Similar to other colleges there is no particular counsellor enrolled yet this undertaking is completed by woman redresser cell/woman assurance cell, which does ordinary counselling to the female students in gatherings and all at individual level. The girl students are urged to be certain and discover answers for their issues which may likewise incorporate gender related issues.

3. COMMON ROOM: There is no specified common room for female students.However they use any room for such reason as and when needed.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

1. *SOLID WASTE MANAGEMENT*: The institution takes all necessary steps required to guarantee that the grounds is free of plastic, polythene and other garbage that pollute the environment .All departments and classrooms are given dustbins for dry wastage which are emptied regularly.

2. *LIQUID WASTE MANAGEMENT*: The proper underground disposal system for liquid waste discharged from toilets and bathrooms is in place.

3. *E-WASTE MANAGEMENT*: Awareness about e-waste disposal is disseminated among students, teachers and the non- teaching staff by the NSS volunteers in a very pro active mode.

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: E. None of the above

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: B. 3 of the above

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**

3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: B. 3 of the above

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The college is providing an oppurtunity to the students in forstering an environment that realies on tolerance and harmony towards different cultures. As the college falls within a rural area, the faculty of the college inculcates in the students a sense of cultural, regional, linguistic, respect for each other. In this connection the college time and again makes frequent visits to the far flung areas in order to emanicipate the locals living in the area. This includes providing free educational kits to the students who can't afford the resources due to their economic constraints. Morever, frequent awareness programmes are held by the institution that promote harmony and brotherhood among the students of different communities.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The College sensitizes student fraternity and employees to participate actively in constitutional obligation duties as assigned to them by District Election Officer /District Magistrate.

The staff of the college participates in various activities including:

Presiding Officers, Nodal Officers, Magistrates, Counting Supervisors in Lok Sabha and State Assembly elections

In Urban Local Body (ULB) elections, the staff is being deputed as Returning and Assistant Returning Officers, whereas non-teaching staff as Polling Officers.The College provides accommodation for election-related activities and also provides accommodation and logistic support to security forces deployed for elections.

Most of the faculty members of the College are being deputed as visiting officers for Back To Village' Programmes.

The faculty and students of the college actively participates in spreading COVID 19 awareness among the local communities.

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Republic Day, Independence Day and Gandhi Jayanti are commended as National celebrations of India. Each one of those three National occasions are "independence" driven as they are associated with India's freedom from British rule.

Freedom Day:It is being celebrated every year with zeal and zest by our college in collaboration with the sub district administration Tangmarg as per administrative guidelines. On this day some students of the college under the supervision of the esteem faculty of the college marches towards the sub district headquarter to celebrate this day. Apart from this, our esteemed faculty always educates the students about the foundation of India and role played by various leaders in making it as an independent nation.

Republic Day: India celebrates the republic day every year as on 26th of January since 1950. As on this day constitution of India came into effect with the democratic government system, completing the transition towards becoming an independent republic. This day is also being celebrated with a strong feeling of interest and enthusiasm by our college in collaboration with the sub district administration Tangmarg as per administrative guidelines. On this day the students are being enlightened with the

knowledge of constitution of India and the role played by various committees as well leaders in framing the constitutionand making India as an independent sovereign nation.

Gandhi Jayanthi:Gandhi Jayanti is one of the most well-known events in India.Every year this day i.e., 2nd October is celebrated to mark the birth anniversary of Mahatma Gandhi who played a leading role in making India as a nation. On this day every year a national holiday is being celebrated. Gandhi was likewise famously known as the Father of our Nation, Bapu or essentially Mahatma. This day is being celebrated every year by our college and the students are being educated about the Gandhi's role in the freedom of India.The principle of truth, non-violence and genuineness are remembered and broadly publicized among the students of the college.

List of International/National days, events and Festivals.

1. 12th Jan. National Youth Day
2. 26th Jan. Republic Day
3. 8th Mar. International Women's Day
4. 23rd Mar. World Arbour Day
5. 7th Apr. World Health Day
6. 5th Jun. World Environment Day
7. 21st June. International Yoga Day
8. 26th Jun. International Day against Drug Abuse and Illicit Trafficking
9. 15th Aug. Independence Day
10. 02 October Gandhi Jayanti
11. 10th Oct. World Mental Health Day

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:

The Two best Practices of the college are:

1. Development of COVID 19 Open Knowledge Hub
2. The Skii Course

Title: COVID 19 Open Knowledge Hub: an access point of Open Educational Resources

Context: The trend of open access and open educational resources have recently evolved, the open access movement has positively brought out new ways for institutes to deal with the unavailability of the vital literature. In the times of COVID-19 pandemic and worldwide lockdown, every single person got affected including the education class. The faculty, researchers and students find it difficult to access the resources available in their institutional libraries. Keeping the reason and the concern in view an online platform was developed, which is known as COVID-19 Open Knowledge Hub accessible on https://www.openknowledgehub.net/. The platform houses millions of e-resources available in open

domain.

The main objective of COVID-19 Open Knowledge Hub is:

To provide online access to the Open educational resources available in open domain

Practice: COVID-19 Open knowledge hub is having different modules such as: Digital Libraries: This module provides access to different digital libraries available on internet e.g. National Digital of India, UGC Infonet digital library consortium, SWAYAM Prabha etc. E books: E-books module explores platforms providing access to e-books without barriers e.g. Directory of Open access books, Project Gutenberg, Hathi Trust etc. MOOCS: Gives access to Massive Open Online Courses provided through different platforms e.g. SWAYAM, Coursera etc. offered by different institutes all over the globe E theses & dissertation: Provides access to millions of e-theses & dissertations Institutional Repositories: Explore digital copies of the intellectual output of research institutions E-journals: Open access e-journals of many institutions may be accessed through this module e.g. DOAJ, Springer open, Sage Open access etc. E-Newspapers: Explores e-newspapers published all over the globe Open Access Databases: Make available databases of your subject of interest Besides, it also explores useful links and also gives access to NCERT, CBSE and UG study material.

COVID 19 Open knowledge Hub is:

· A Special type of Innovation for Education

· One Element in the Educational Enterprise

· Having An Extended Lifecycle

· Widening the distribution of high quality educational resources

· Aligning OER to key educational challenges

· Integrating OER into the whole learning setting

· Supporting Teachers through developing, revising and sharing OER together.

· Supporting Learners by providing new learning opportunities

· Saving Costs

· Improving the quality of Educational Resources by providing flexibility and adaptability, which enable educational resources to change over time and in different contexts.

Benefits: The benefits of OKH include the following:

· Affordable—ideally, free;

· Available from anywhere and not restricted by access to school or college;

· Access to huge amount of study materials;

· Intellectual capital is available for reuse.

· Are free;

· Are digital (also non-digital), accessible through the Internet and not bound geographically;

· Allow access to huge amounts of data and information.

Evidence of Success/ Impact: The COVID 19 Open knowledge Hub has been accessed all over the globe especially in the time of pandemic. The COVID-19 pandemic made it difficult for students/faculty/researchers to access resources available in their libraries. This is an effort to make Open Educational Resources available on a single platform for convenience of users'.

Title: To hone the skiing talents of students.

Context:

Keeping in mind the inclination of our students for skiing. The college purchased 30 skiing equipments funded by the centrally sponsored scheme (RUSA) under Sports Upgradation.

Objectives:

1. To facilitate the skiing proclivities of students.
2. To increase participation of students in state and national events.
3. To prepare our students to compete with international sportsmen.
4. To set up a state of art Ski-School in the college.

Practice:

In order to make optimum use of the skiing equipments procured under RUSA, the college initiated a series of training programmes. The maiden two week skiing course was organized by the college w.e.f 30-01-2019 to 12-02-2019 at Gulmarg under affiliation with Winter Games Association of J&K in which thirteen students of this institution participated. Another two week skiing course was organized by the college w.e.f 21-01-2020 to 03-02-2020 at Gulmarg in which twenty students participated. Similarly the institution organized two week snow skiing course under affiliation with Winter Games Association of UT of J&K w.e.f. 26-01-2021 to 08-02-2021 in which eighteen students of this institution participated.

Keeping in mind the objective of resource sharing the college lends ski equipments to nearby college, Govt. Degree College for Boys,Baramulla.

Evidence of Success:

Mr. Jahangir Ahmad Palla S/O Gh. MohidinPalla bearing college Roll No. 8086 and Reg. No. 2319-tmg-2019 won silver medal in inter college snow skiing championship organized by the Directorate of Physical Education and Sports, University of Kashmir at Gulmarg on 18-03-2021.***

Obstacles:

The lack of sufficient funds makes it difficult to accommodate large number of students not only from this institution but is the main impediment in organizing the courses for the students of other colleges.

Impact:

General participation of students in skiing courses provides an ample opportunity to students belonging to economically weaker section to participate in competitions and thus boosts their confidence levels.

File Description	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:

One of the best practices of the college includes Skii Course. A such,the Physical Education and Sports Department of the college excells in various activities. in this regrad, quite a number of students who have participated in the events held at national, state and university levels have made their mark by winning various trophies and awards. The students of the college have won 5 Gold, 6 silver and various other medals over the last five years. One of the students of the college has been recognized as an International Athlete. Keeping these performnaces into consideration, the college including the principal,PTI and the staff make it a point to prioritise sports related activies as the thrust area of the college

5. CONCLUSION

Additional Information :

Besides the information submitted in the SSR, the following infrastructural works are in progress:

1. Completion of boundary wall
2. Completion of Reading hall
3. Completion of Conference hall

Concluding Remarks :

The college has been serving the society for the last ten years by providing holistic education rooted in values and skills. This will help us to strive in the pursuit of knowledge, modified teaching and learning practices and activities in accordance with needs of society in order to make our students empowered in the real sense.