



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | |
|---|---|
| 1. Name of the Institution | GOVT. DEGREE COLLEGE DOORU, ANANTNAG KASHMIR |
| Name of the head of the Institution | Dr. Mehnaz Sheikh |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 1932-230012 |
| Mobile no. | 9419412632 |
| Registered Email | principal.gdcdooru@gmail.com |
| Alternate Email | principal@gdcdooru.edu.in |
| Address | Shahabad Dooru-192211 |
| City/Town | Dooru |
| State/UT | Jammu And Kashmir |
| Pincode | 192211 |

| 2. Institutional Status | | | | | |
|---|-------|---|----------------------|---------------------------------------|-------------|
| Affiliated / Constituent | | Affiliated | | | |
| Type of Institution | | Co-education | | | |
| Location | | Rural | | | |
| Financial Status | | state | | | |
| Name of the IQAC co-ordinator/Director | | Dr. Zahid Maqbool | | | |
| Phone no/Alternate Phone no. | | 01933230155 | | | |
| Mobile no. | | 7006579916 | | | |
| Registered Email | | principal.gdcdooru@gmail.com | | | |
| Alternate Email | | zahidcomp@gmail.com | | | |
| 3. Website Address | | | | | |
| Web-link of the AQAR: (Previous Academic Year) | | https://gdcdooru.edu.in/p/igac_naac | | | |
| 4. Whether Academic Calendar prepared during the year | | Yes | | | |
| if yes,whether it is uploaded in the institutional website: Weblink : | | https://gdcdooru.edu.in/assets/folders/noticeboard/Academic_Calander.pdf | | | |
| 5. Accrediation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
| | | | | Period From | Period To |
| 1 | C | 1.72 | 2019 | 15-Jul-2019 | 14-Jul-2024 |
| 6. Date of Establishment of IQAC | | | 20-Aug-2014 | | |
| 7. Internal Quality Assurance System | | | | | |
| Quality initiatives by IQAC during the year for promoting quality culture | | | | | |
| Item /Title of the quality initiative by IQAC | | Date & Duration | | Number of participants/ beneficiaries | |
| Fortnight celebration of 150th birthday | | 25-Sep-2018 13 | | 100 | |

anniversary of Mahatma Gandhi

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|-------------------|----------------------|-----------------------------|----------|
| JK Higher Education Department | General Education | State Government/UGC | 2019 365 | 51828000 |
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

11

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Got NAAC accredited, 2. Participated in NIRF 3. Submitted AISHE 4. Conducted Academic audit of Departments of the College 5. Conducted Lecture Series on, "Elections, Voter participation and Democracy" under SVEEP activities 6. Student Satisfaction Survey (SSS) taken from students

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

| Plan of Action | Achievements/Outcomes |
|-------------------------------------|--|
| Introduction of Certificate Courses | Introduced two Skill Courses Viz DDEO Accounts Executive |
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| | |
|---|--|
| 14. Whether AQAR was placed before statutory body ? | No |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2019 |
| Date of Submission | 30-Sep-2019 |
| 17. Does the Institution have Management Information System ? | Yes |
| If yes, give a brief description and a list of modules currently operational (maximum 500 words) | The College has MIS for library. The partially automated Library helps to search the books online for quick access. The Management Software (SOUL) is user friendly and designed to take care of all the administrative and management functions of the Library. It organizes and manages the information of books, articles, journals and circulation in most effective manner. About 12000 books have been classified. Moreover bulk SMS and Whats App service is in place which are being sent to registered mobile numbers of the students as and when needed. |

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college views curriculum as the life blood of its existence. Whereas the curriculum is framed by the university, the implementation part is carried by College. However, faculty members of the college, as part of the Board of Studies exercise a relative degree of autonomy when it comes to curriculum framing. The implementation part is carried along the two pronged policy. Firstly, College has a well-established Academic Monitoring Committee that on daily basis monitors the implementation of the curriculum. Secondly, College principal regularly seeks information from the different departments on the different aspects of the curriculum implementation. GDC Dooru exercises enriches student experiences to help each student accomplish the generic goal of education, and specific course objectives and learning outcomes. Teaching-learning is primarily student- centric, highly interactive and innovative. In order to make teaching-learning more effective, college encourages blending a

variety of methods including ICT where suitable tutorials, continuous assessment and mentor-mentee interactions are used to identify students learning difficulties and special needs. College is well aware about the diversity of the needs of the students coming from different backgrounds. In order to address this diversity college through remedial classes helps each section of students to catch with each other. Priority is given to enhancement of language proficiency and communication skills through specially designed courses. Creative teaching-learning within the classroom and enrichment activities beyond the classroom have ensured successful achievement of learning outcomes. In addition to this, College considers it a prime duty to enable the students to get the admissions at the university levels across the country. In order to achieve this objective most of the departments, in addition to regular class work, take the crash courses for entrance examinations so that maximum number of students get through the PG admissions. Under CBCS, the college has put in place a proper system to provide students maximum available flexibility in choice of courses. Most of the study material related to the curriculum is shared with students at time so that they can perform better in examinations and other related exams. The College has taken a quantum leap in digital infrastructure to remain on the leading edge as a knowledge-based community, leveraging e-resources. Using the lawns and other unconventional spaces as learning spaces has helped the College to overcome the shortage of conventional classrooms. The Wi-Fi enabled campus and excellent student-computer ratio has given the additional boost. GDC Dooru views beyond-the-classroom activities as essential for nurturing talent and developing a sense of social responsibility, soft skills and leadership qualities. The evaluation part of the curriculum works along three lines. Firstly, the college examination cell headed by College Examination Coordinator conducts the examination as and when notified by the affiliating university. Secondly, the college faculty members undertake continuous assessment as a tool for enhancing and enriching teaching-learning. Thirdly, projects, assignments and presentations are used to judge students' course-specific achievements. Group assignments are blended with individual assigned tasks.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|------------------------------|-----------------|-----------------------|----------|--|-------------------|
| Computer Applications | NA | 19/08/2018 | 90 | Imparting IT Skill | Multi-tasking |
| Accounts Executive | NA | 27/06/2018 | 240 | Maintaining accounts and payrolls | Accounts |
| Domestic Data entry Operator | NA | 27/06/2018 | 240 | Imparting IT Skill | Multi-tasking |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil | Nil | Nil |
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| BA | Arts | 01/01/2018 |
| BSc | Sciences | 01/01/2018 |
| BCA | Computer Applications | 01/01/2018 |
| BCom | Commerce | 01/01/2018 |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 218 | Nil |

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---------------------|----------------------|-----------------------------|
| Nil | Nil | Nil |
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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|---|
| Nil | Nil | Nil |
| No file uploaded. | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | Yes |
| Alumni | No |
| Parents | Yes |

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

| Feedback Obtained |
|--|
| <p>The feedback is collected at several levels viz. Students, Parents, Teachers and Alumni. This feedback system is created and managed by incorporation of systematic procedures. Feedback of different stakeholders is sought regularly about infrastructure and learning resources for ensuring their constant satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. Feedback is also taken for the sake of identifying new demands of contemporary situations. Structured feedback is taken from students, alumni, faculty and parents on diverse parameters from time to time. Our feedback system is designed in such a way it tries to assess the magnitude of satisfaction/agreement visa viz different aspects of the college scenario on the scale of 1 to 5 (where 1 is graded as poor and 5 being the highest). Students Feedback: The feedback is collected at various levels during the academic session. feedback is taken on regularly regarding teaching learning</p> |

facilities, the general facilities including canteen, general hygiene and cleanliness in addition to other student support services available in the college. Feedback is taken on regular basis regarding the other facilities such as impact of Teaching learning activities, lab facilities, rest room for female students etc. The actions to problems of urgent /Immediate nature are addressed by the concerned authority immediately. The other problems which require management decisions are put up before the Worthy Principal and also addressed to the best satisfaction of student community in the college. Feedback from students is normally taken through class representative meetings, and corrective measures are taken accordingly to ensure student friendly environment. Faculty Feedback: The academic amp behaviour feedback from the students are analysed and the essential corrective measures recommended to faculty members. The remarks is likewise shared with department for any corrective measures One hundred syllabus coverage feedback is likewise gathered from the individual Subject Teacher. Feedback is taken from Faculty of different subjects who are part of Board of Studies with the affiliating university to integrate the same while defining curriculum/ programme. Parents Feedback: Feedback from parents was also invited to invite inputs concerning the different curricular and non- curricular needs of their wards visa viz their holistic Development. Their suggestions/inputs are duly considered for betterment of the college in general and students in particular. Alumni feedback: The alumni of the college who#39ve moved on to join employment or for higher studies additionally have been asked to provide a feedback on their experiences with the college with regard to teaching learning, co-curricular, or extra-curricular aspects in addition to different facilitation supports provided by the college. In addition to this it is also sought from them as to how on how their years in the institution have helped them perform of their places of work/study. The alumni additionally supply constructive tips for refinement of personality of students. Our College is in the process of registering Alumni Association.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA | Arts | 400 | 391 | 391 |
| BSc | Sciences | 150 | 139 | 139 |
| BCom | Commerce | 40 | 24 | 24 |
| BCA | Computer Sciences | 30 | 21 | 21 |
| No file uploaded. | | | | |

2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 1505 | Nil | 42 | Nil | 36 |

2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 42 | 30 | 7 | 7 | 2 | Nil |
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| No file uploaded. | | | | | |

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

The college has a system of mentoring, whereby a tutor is assigned to every student to look after his/her academic and psychological well-being and also monitor class attendance and performance. The same system has now been restructured and named Mentor system. Under the Mentor system, the full-time teachers of the college have been engaged as mentors of each class. The classes, where there are huge numbers of students, have been assigned more than one mentor. At the beginning of the academic session, the class-wise names of the mentors are displayed on the notice board, now college has taken an initiative to put the list on the college website. The mentors are responsible for academic progress and psychological well-being of their mentees. They are also entrusted with the task of monitoring the attendance and academic progress of the students. They also provide primary psychological counselling to those who need them and refer them for more professional counselling, if required. At the beginning of the academic session, the mentors conduct orientation programs for the mentees, whereby they are acquainted with the institution, its goals and mission, the facilities available and the regulations of the affiliating university. The mentors use both formal and informal means of mentoring. The mentor system, apart from its formal part, also exists as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 1505 | 42 | 1 : 36 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 27 | 19 | 8 | 3 | 6 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|---------------------|--|
| 2018 | Zahid Maqbool | Assistant Professor | Best Research paper Award |
| No file uploaded. | | | |

2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|----------------|--|---|
| | | | | |

| | | | | |
|-------------------|-----|-----|------------|------------|
| BSc | BSC | 6th | 21/07/2018 | 19/09/2018 |
| BA | BA | 6th | 21/07/2018 | 19/09/2018 |
| No file uploaded. | | | | |

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

The college is affiliated to the University of Kashmir, so it is imperative to the college to adopt the internal evaluation system for UG as per the guidelines of the affiliating university. The internal evaluation system which is in vogue is that for subjects with practical's (30) of the total marks is evaluated at college level by concerned department prior the date sheet of each semester issued by the affiliating university. The coordinator examination of the college in consultations with the concerned departments formulate date sheet well in advance for the conduct of practical's. Apart from the practical examinations, the departments of the college also adopt certain internal evaluation procedures like student seminars, class tests, assignments, etc. It is ensured that the sessional examinations are carried on smoothly and in a hassle free manner. A designated committee is appointed by the Principal, which is responsible for preparing a subject wise examination routine for the various academic departments. The departments normally holds the examinations as per this prescribed routine, but sometimes makes slight adjustments under unwarranted circumstances. The faculty members of the individual departments after completing the tasks of setting question paper send the hard and softcopies to the designated committee which takes the task of finalizing it in the printed form, after which the question papers are supplied back to the departments in the required quantities. The committee also undertakes the responsibility of sending blank answer booklets in the required quantities. The invigilation duties on the examination dates are given by the faculty members from the respective departments. The answers scripts are evaluated at the departmental level and the marks retained till the term end examinations.

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

An academic calendar is prepared by the institution under the active supervision of the IQAC. This is prepared after publication of the affiliating university's academic calendar cum holiday list. The academic calendar commences with the formulation of time table which is formed by the Time table committee of the college well in advance prior to completion of admission processes. Moreover the other committee's college viz., College sports committee and college Debate and seminar committee formulates a planned co-curricular and extra co-curricular activities list and the beginning of each academic year. The college sports committee formulates the sports activity calendar ,which includes both intramuneral and extramrnral activities .The College Debate and seminar committee formulates a list of all extra co-curricular activities to be done at college , which includes observance and celebrations of various important events in the coming academic year, viz ,organizing of Debates ,seminars, Essay writing competitions, Quizzes' etc. All the curricular, co-curricular and extra co-curricular activities are done taking in cognizance of the tentative schedule of examinations. The calendar is uploaded to the institutional website. This calendar incorporates various important events and activities planned during the academic year viz. tentative schedule of the various different in house activities/events like observance of college annual foundation day, annual college week celebration, etc., in addition to the list of various important holidays during the year. However, different miscellaneous events/celebrations, mostly events that are conducted/ held at short notices or within short preparation schedules are excluded from the purview of this academic calendar. Sessional examinations are conducted as per schedule as outlined in the academic calendars. This is not applicable in

the context of term end examinations, as these examination schedules are decided by the university authorities.

2.6 – Student Performance and Learning Outcomes

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

<https://gdcdooru.edu.in/assets/folders/noticeboard/ProgramcourseOutcomes.pdf>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|-------------------|----------------|--------------------------|---|---|-----------------|
| BSC | BSc | sciences | 81 | 31 | 38 |
| BA | BA | Arts | 343 | 104 | 30 |
| No file uploaded. | | | | | |

2.7 – Student Satisfaction Survey

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

https://gdcdooru.edu.in/assets/folders/naac/naac_important_links/Student-Satisfaction-Survey-Dooru.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---------------------------|----------|----------------------------|------------------------|---------------------------------|
| Nil | 0 | nil0 | Nil | Nil |
| View File | | | | |

3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|--------------------------------|------------|
| One Day Seminar on Intellectual Property Rights | Debates and Seminars Committee | 17/10/2018 |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| Nil | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| 0 | 0 | 0 | 0 | 0 | Nil |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0 | 0 | 1 |

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| Political Science | 1 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|----------|------------|-----------------------|--------------------------------|
| National | Urdu | 2 | Nil |

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

| Department | Number of Publication |
|-----------------------|-----------------------|
| Computer Applications | 1 |

No file uploaded.

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| 0 | nil | nil | Nil | 0 | nil | Nil |

[View File](#)

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
| nil | nil | Nil | Nil | Nil | Nil | 0 |

No file uploaded.

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

| Number of Faculty | International | National | State | Local |
|-------------------|---------------|----------|-------|-------|
| Presented papers | 3 | Nil | Nil | Nil |

No file uploaded.

3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|-------------------------|--|--|--|
|-------------------------|--|--|--|

| | | | |
|--|----------------------|---|-----|
| Special Drive to Clear the local water body namely Bragam Ladhe Spring | GDC Dooru - NSS Unit | 2 | 110 |
| Special Drive to Clear the local water body namely Nagbal Panzath Spring | GDC Dooru - NSS Unit | 2 | 110 |
| Special Drive to Clear the local water body namely Kolamchinar Spring | GDC Dooru - NSS Unit | 2 | 110 |
| Special Drive to Clear the local water body namely Vethvothur Spring | GDC Dooru - NSS Unit | 2 | 110 |
| Special Drive to Clear the local water body namely Sumnag Spring | GDC Dooru - NSS Unit | 2 | 110 |
| Special Drive to Clear the local water body namely Shelnag Spring | GDC Dooru- NSS Unit | 2 | 110 |
| No file uploaded. | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|--|-------------------|-------------------------------------|------------------------------|
| inter college debate on CBCS- quality enhancement initiative | 1st | GDC pattan | 1 |
| Swachh Bharat Internship Programme | 3rd | Ministry of HRD ,Government of Inia | 18 |
| No file uploaded. | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|------------------------------|---|------------------------------|--|--|
| Conservation of water bodies | GDC Dooru | Conservation of water bodies | 1 | 110 |
| Trekking Expedition | GDC Dooru | Trekking Expedition | 1 | 6 |
| Swachh Bharat | GDC Dooru | Swachh Bhara01 | 1 | 50 |
| No file uploaded. | | | | |

3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|--------------------|-------------|-----------------------------|----------|
| 0 | 0 | nil | 0 |
| No file uploaded. | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------|----------------------|---|---------------|-------------|-------------|
| 0 | nil | nil | Nil | Nil | 0 |
| No file uploaded. | | | | | |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-------------------|--------------------|--------------------|---|
| Nil | Nil | nil | Nil |
| No file uploaded. | | | |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 111.84 | 101.32 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|-------------------|-------------------------|
| Campus Area | Newly Added |
| Others | Newly Added |
| No file uploaded. | |

4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| KOHA | Partially | 18.11 | 2018 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|----------------------|----------|---------|-------------|--------|-------|---------|
| Text Books | 12000 | 6000000 | 200 | 119000 | 12200 | 6119000 |

No file uploaded.

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| 00 | 0 | 0 | Nil |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 55 | 50 | 50 | 0 | 2 | 4 | 1 | 10 | 0 |
| Added | 27 | 18 | 18 | 0 | 0 | 0 | 1 | 0 | 8 |
| Total | 82 | 68 | 68 | 0 | 2 | 4 | 2 | 10 | 8 |

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| NA | nil |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 7.94 | 7.73 | 109.9 | 99.27 |

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities

1. LABORATORY: The laboratories in the college are furnished according to the statutory rules. Necessary equipment and material is procured to deliver to the students as per the best standards of education.

1.1 Procedure for installation of new machinery or software

- Inquiry is made based on the requirement
- Tenders are compared and best suitable is selected and recommended in order of preference.
- Supply orders are placed.
- Machinery or software is received by respective departments.
- Suitable location is identified for installation of equipments and computer specifications are identified for making the required software compatible.
- Installation is done in the lab area in the presence of the concerned lab in-charge.
- Demo is delivered by the vendor to the lab in-charge and lab technicians for proper utilization.
- Following the demo, the lab in-charges and lab technicians

practically carry out the respective experiment and take necessary readings and run the software. This is done in the presence of the Head of the Department to ensure proper working of the equipment procured before the students use it. • Lab-in-charges record the details of consumable and non-consumable equipment in respective registers. • After receiving verification from the Head of the Department, the same is duly attested by the Principal. 1.2 Utilization • As per the time table in vogue, the students conduct experiment in their assigned labs with assistance and supervision from the lab-in-charges. • Consumable and non consumable materials registers are updated periodically. • Regular cleaning of the machines and equipments is done by the support team in the presence of lab Assistants. This cleaning is monitored by the lab technician concerned and is recorded in a check list. • Fire Safety equipment is maintained in labs as precautionary measure. Maintenance Before the commencement of the academic year, a lab audit is conducted and a report on the requirement of materials and equipments, replacement of the old equipment and modernization of machines/software is prepared along with requirement of consumables, non-consumables as per the university guidelines for the smooth conduct of lab classes. The following is displayed on the notice board and communicated to the purchasing and developmental committees of the college • List of experiments • List of equipment • Student roll number along with batch number • Timing of lab hours • Safety measures. • Lab rules. In case of breakdown of equipment, the same is recorded in the breakdown register duly attested by the Head of the Department. 2. LIBRARY 2.1 Procurement of learning resources: • Systematic effort is put into stocking the Library. This is done so by careful identification, evaluation and selection for the students' convenience. • Any book or any learning resource is added only after selection process by subject experts. 2.2 Procedure of procurement of Books/Reports: 3. Concerned faculty recommends books to be procured in their respective subjects. Students are also Recommended books based on their requirement.

https://gdcdooru.edu.in/assets/folders/naac/naac_important_links/COMPONENT-4.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|-------------------------------------|--------------------|------------------|
| Financial Support from institution | College Financial Aid | 599 | 486750 |
| Financial Support from Other Sources | | | |
| a) National | National Scholarship for minorities | 718 | 4308000 |
| b) International | N.A | Null | 0 |
| No file uploaded. | | | |

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

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| Domestic Data Entry Operator | 27/06/2018 | 57 | RUSA Through ILFS |
| Accounts Executive | 27/06/2018 | 71 | RUSA through ILFS |

| | | | |
|------------------------------------|------------|----|---|
| Certificate Course in Computers | 19/08/2018 | 90 | Department of Computer Applications |
| No file uploaded. | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|-------------------|--|--|--|--|---------------------------|
| Nil | Career Counselling and Guidance for Competitive Exams 2019 | 123 | 156 | 7 | Nil |
| No file uploaded. | | | | | |

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 20 | 20 | 5 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| NIL | Nil | Nil | NIL | Nil | Nil |
| No file uploaded. | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|---------------------------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2018 | 1 | BA | Social Sciences | Kashmir University | M.A History |
| View File | | | | | |

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

| Items | Number of students selected/ qualifying |
|-------------------|---|
| Any Other | Nil |
| No file uploaded. | |

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

| Activity | Level | Number of Participants |
|---------------------------|---------------|------------------------|
| Annual College Road Race | College Level | 60 |
| View File | | |

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---------------------------|-------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| Nil | Nil | Nil | Nil | Nil | Nil | Nil |
| View File | | | | | | |

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

Students are members of Course review committees of different departments of the college. These students are signatories to the reports submitted by the course review committees of various departments. Students are also the members of IQAC of the College. However elections to students council has been prohibited in this part of the country.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

DECENTRALIZATION: College has a mechanism for delegating authority and providing operational autonomy to all the various Committees to work towards decentralized governance system. All the academic and operational decisions are taken by advisory committee of the college headed by the Principal in order to fulfil the vision and mission of the institution. Faculty members are given representation in various committees/cells and allowed to conduct various programs to showcase their abilities. They are given authority to conduct industrial tours and to have tie up with industry experts and appointed as coordinator and convener for organizing seminars/workshops/conferences/FDPs. For effective implementation and improvement of the institute different committees are formed. Other units of the institute like sports, library, store etc. have operational autonomy under the guidance of the various

committees/cells. Students are empowered to play an active role as members of different committees of Academic nature. PARTICIPATIVE MANAGEMENT: The institute promotes a culture of participative management by involving the staff and students in various activities. Both students and faculties are allowed to express themselves of any suggestions to improve the excellence in any aspect of the Institute. For the various programs to be conducted by the institute all the staff members meet, discuss, share their opinion and plan for the event and form various committees involving students and coordinate with others. The principal and staff members are involved in defining the policies and procedures, framing guidelines and rules

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

Partial

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|--------------------------------------|---|
| Admission of Students | <p>The University of Kashmir notifies admission process to various U.G courses through its website, newspaper and Social media. The college also gives publicity to the admission process through its website www.gdcdooru.edu.in, advertisement in leading local dailies, local T.V channels and Social media. The prospectus is also published which contains detailed information about the courses and subject combinations offered by the college. It is made available to the students against a nominal cost. For Science courses the admission is made on the basis of merit in the qualifying examination as per the Kashmir University norms. and the cut-off percentage for general category students is minimum 45 pc and for backward classes is minimum 40 pc. There is no cut-off percentage for admission to arts degree courses. The admission to BCA course is done by college on merit bases with eligibility as in science streams. The process of admission is fully computerized. College level Admission Committee constituted by the college Principal monitors the admission process and student profiles annually. The admission process is as a routine thoroughly reviewed by this committee under the guidance of the Principal at the onset of admission every year.</p> |
| Industry Interaction / Collaboration | <p>The college has collaborated with ILFS for skill courses. The company trained our students in the area of accounts and data entry. 140 students</p> |

| | |
|--|---|
| | <p>were trained in these skill areas. Furthermore, we collaborated with AFMI for a webinars related to managing personal finances.</p> |
| Human Resource Management | <p>Firstly new recruits are mentored by senior faculty. Regular feedback of faculty by students is obtained and then acted upon accordingly to make the faculty more sensitive. The institution also encourages the faculty to attend seminars, present papers, participate in refresher, orientation courses at different universities. Duty leave is also granted for faculty presenting papers at conferences. In addition the college encourages faculty members to carry out research, Ph.D under Faculty Development program.</p> |
| Library, ICT and Physical Infrastructure / Instrumentation | <p>Library working hours are extended to suit students requirements. The library is partially Automated using open source Library Management Software -KOHA- 18.11 having 3 computers including the server. The college encourages the extensive use of ICT computer-aided teaching/learning materials. All classrooms, laboratories departments and class rooms are provided with LCD projectors, desktop computers and peripherals.</p> |

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

| E-governance area | Details |
|-------------------------------|---|
| Planning and Development | <p>Developmental works in the college are actually governed by the Higher Education Department J and K . Director Planning of JK HED is responsible for the developmental activities. The College keeps close liaison with executive agency and the administrative department through emails, WhatsApp and Video Conferencing</p> |
| Administration | <p>The College has a vibrant Website www.gdcdooru.edu.in , a facebook page, bulk SMS system apart from Whatsapp. All the notices, circulars, orders are shared through these platforms.</p> |
| Finance and Accounts | <p>Finance and accounts are fully automated and all the budget allocations are done through BEAMS (Budget, Estimation, Allocation Monitoring System)</p> |
| Student Admission and Support | <p>The College is affiliated to the university of Kashmir. The affiliating university has dedicated a special</p> |

| | |
|-------------|--|
| | online admission/registration portal for admission purposes. All the formalities related to the admission process are completed via this portal. The college has a browsing/IT centre which facilitates the registration process. |
| Examination | The affiliating university has an online mechanism for communication of datasheets, and other notifications related to examinations. The college also uploads the notifications on its website, facebook page for wider publicity. |

6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| Nil | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|-------------------|--|---|-----------|---------|---|---|
| Nil | Nil | Nil | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | | | |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| Winter School on Cognitive Modelling | 1 | 04/02/2019 | 10/02/2019 | 7 |
| Workshop on e-learning | 2 | 24/12/2019 | 25/12/2019 | 2 |
| General Orientation Course | 1 | 25/06/2018 | 24/07/2018 | 24 |
| Refresher Course in ,Diaster | 1 | 01/02/2019 | 23/02/2019 | 12 |

| | | | | |
|---|---|------------|------------|----|
| Management | | | | |
| General Orientation Course | 4 | 09/07/2019 | 30/07/2019 | 18 |
| General Orientation Course | 1 | 12/11/2018 | 13/12/2018 | 01 |
| Refresher Course in ,Disaster Management Inter-displinary | 1 | 01/02/2019 | 21/02/2019 | 12 |
| No file uploaded. | | | | |

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 3 | 21 | Nil | Nil |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|--|
| GPF, NPS and Medical Insurance, SLI, medical leave and earned leave, maternity leave for female employees, paternity leave for male employees, Janta Insurance Policy, Medical Re-Imbursement, Loan Facility. Gratuity | GPF, NPS and Medical Insurance, SLI, medical leave and earned leave, maternity leave for female employees, paternity leave for male employees, Janta Insurance Policy, Medical Re-Imbursement, Loan Facility. Gratuity | Financial Aid/ Post Matric Scholarship, Poor Fund, Medical facility available. Exemption of Examination Fee for orphans and Physically Challenged Students by the affiliating University Students Canteen/Cafeteria IT Help Desk Ramps for Differently abled students etc. |

6.4 – Financial Management and Resource Mobilization

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

The Principal Accountant General (Audit) of Jammu and Kashmir is conducting inspection and audit of Govt Organizations on regular basis. The Accountant General of the state authorizes the audit party for inspection and audit of the Government organizations. The Accountant General sets the Audit programme specifying the procedures , audit personal involved and estimated time required. The Audit party visits the Institution on the scheduled date , commences the audit procedure. After Through examination of the Accounts, documentary evidences and Mobilization of all the financial resources may raise Paras if they didnt get satisfied with the Codal formalities followed by the institution. However if the queries /Paras arise, the Principal of the College responds to them and justify with documents and financial procedures in vague . Moreover Finance department of the state also makes Audit on financial matters of govt organizations. The modus operandi of Finance Department is more or less similar to as described above.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| Nil | 0 | 0 |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| |
|---|
| 0 |
|---|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------------------------------|----------|---------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nil | Yes | IQAC of the College |
| Administrative | Yes | Government of Higher Education | Yes | IQAC of the College |

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

| |
|---|
| 1. Active participation in PTA meetings 2. Providing constructive feedback for the improvement of the college |
|---|

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

| |
|--|
| 1.Periodical interactions by the College Administrative Committees. 2. Orientation for effective office administration 3. Retreat for personal development |
|--|

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

| |
|---|
| 1.Enabling all the left out classrooms with the ICT Installation of Interactive Panel Boards 2.Establishing the browsing Center in the College and also installation of 30 MBPS leased line internet facility. 3.Fully Automation of College Library. |
|---|

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | Yes |
| c)ISO certification | No |
| d)NBA or any other quality audit | No |

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|---|-------------------------|---------------|-------------|------------------------|
| 2018 | Introduction of Certificate Course in Computers | 15/06/2018 | 19/08/2018 | 20/11/2018 | 90 |
| 2018 | Introduction Accounts | 15/06/2018 | 27/06/2018 | 01/03/2019 | 71 |

| | Executive | | | | |
|-------------------|---|------------|------------|------------|------|
| 2018 | Introduction Domestic Data entry operator | 15/06/2018 | 27/06/2018 | 01/03/2019 | 57 |
| 2018 | Creation of Student database | 28/10/2018 | Nil | Nil | 1505 |
| 2019 | Renovation of College Canteen | 10/05/2019 | Nil | Nil | Nil |
| 2018 | Installation of free wifi facility for Staff and Students | 28/10/2018 | Nil | Nil | Nil |
| 2019 | Bulk SMS Service For Communication with students | Nil | Nil | Nil | 1505 |
| 2019 | Construction of ramps for differently abled students | 04/04/2019 | Nil | Nil | Nil |
| No file uploaded. | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|--|-------------|------------|------------------------|------|
| | | | Female | Male |
| Womens day | 08/03/2018 | 08/03/2018 | 50 | 30 |
| National Seminar on Empowerment of Women | 20/03/2019 | 20/03/2019 | 20 | 15 |

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

Percentage of power requirement of the University met by the renewable energy sources

The Institute has taken various measures related to Environmental consciousness and sustainability. Some of the major initiatives include: • Rain water Harvesting plants to manage surface run away water • Installation of Power Saving LED lights in the Campus to ensure minimal use of electricity is an energy conservation initiative followed by the institute • Separate bins for segregation of dry waste and wet waste is in place. The college has signed MOU

with the Local Municipality Body for disposal/management of solid waste (both non-biodegradable and biodegradable). Every year a plantation drive is carried out by the college, in which saplings of different varieties particularly devdar or pinus are planted in the college campus as well as some of the localities around the campus. Furthermore, the college NSS units are involved in extension activities related to improving the environmental consciousness in the local community by conducting rallies and door to door visits. In addition to this around 30-40 of the energy requirements of the college are met using renewable energy sources (Solar energy). Botanical naming of plants in campus.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|----------------------------|--------|-------------------------|
| Ramp/Rails | Yes | 3 |
| Rest Rooms | Yes | 3 |
| Any other similar facility | Yes | 3 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|---|-----------------------------------|--|
| 2018 | 1 | 1 | 13/09/2018 | 6 | Special Drive to Clear the local water body | Cleanliness of local Water Bodies | 110 |

No file uploaded.

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

| Title | Date of publication | Follow up(max 100 words) |
|------------|---------------------|---|
| Prospectus | 15/03/2018 | It is the formal document that provides details about the college, its policies and defines the code of conduct for the academic session to be followed by its stakeholders. The rules and other guidelines as stated in this document are strictly adhered to. These rules/guidelines include: Proper uniform, no-regging, no-smoking, Any kind of indiscipline invites penalties. For the employees the code of conduct is as per Civil |

| | | |
|-------------------|------------|---|
| | | Service Rule of State of JK. |
| Academic Calendar | 01/03/2018 | The college adheres to the academic calendar issued by the University of Kashmir and strictly adheres to teaching, learning and evaluation schedules. However, various departments, committees and cell of the college formulate curricular, co-curricular and extra-curricular activities schedule and that schedule is strictly adhered to. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Rally on Drug Abuse | 01/05/2019 | 01/05/2019 | 80 |
| Rally against Sexual Harassment | 16/05/2019 | 16/05/2019 | 26 |
| Awareness camp on Conservation of water Bodies | 04/06/2019 | 04/06/2019 | 30 |
| No file uploaded. | | | |

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

Students/Staff using bicycles: The College lies 1.5 KM's away from the main road. A good percentage of local students (who reside in the vicinity of college) make use of bicycles. Public Transport: Most of the students and faculty members make use of public transport either Sumo or Bus for daily commuting. Segregation and management of waste: The College has a mechanism for segregation of various waste materials including separate bins as per color coding. Furthermore, the college has signed an MOU with the local Municipality body for disposal/management of Solid Waste. Pedestrian Friendly Road: The road inside the college is macadamized and is provided with staircases. The staircases are surrounded by beautiful flowers. At every crossing, road marks have been painted for safe pedestrian crossing. Plastic free campus: Plastic and polythene is banned inside the campus. Notices are displayed at various locations for taking care of the same. For the last one year, we have been putting up posters and banners to encourage students to say no to plastics. The ban has also encouraged students to make significant changes, such as replacing disposable plastic water bottles with non-disposable metal ones. Paperless Office: Due to the availability of internet most of the processes are paperless. Mostly the communications from system to the examiner are through e-mails, money transfer by DBT. All communications from and to university and higher education department are through emails. Green Landscaping with Trees and Plants: The GDC Dooru is one of the most decorated Colleges of South Kashmir. The entire campus is beautifully adorned with different species of plants. The Main lawn of the college is maintained with coniferous trees (Pinus, Cedrus and Abies) and different kinds of flowers. We have established Chinar Park in front of College building. The park is in the shape of circle.

The center of Park is occupied by Chinar and towards its periphery are drop dead gorgeous flowers which escalate the charm of our campus. The entire campus is green covered. To the one side of Campus is herbal garden which holds 80 different medicinal plant species.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. TITLE OF THE PRACTICE: INTRODUCTION OF SKILL BASED CERTIFICATE COURSES a) The College Started three Certificate courses in which 555 students were registered. Two of the certificate courses (Domestic Data Entry Operator (80 Students) and Accounts Executive (40 Students) were taken in collaboration with corporate named Infrastructure Leasing and Financial Services (ILFS), while as one of the certificate courses (CCC- 435 Students) was started at college level. with the aim to increase their employability. The motivation behind starting these certificate courses was to increase the employability of our graduating students. A notice was issued to the effect that college plans to start certificate courses and students were required to register for the same. As many as 555 students registered for the courses and after successfully completing the courses the students where certified. These students are currently in 6th Semester and after their end semester examinations, the Company is supposed to start a placement drive for certified students. 2. INSTALLATION OF ICT FACILITIES IN ALL LABORATORIES OF THE COLLEGE The college administration procured projecting devices, connecting equipment for installation in the different laboratories. These gadgets were installed in the laboratories and used continuously by the concerned faculty for demonstration purposes. 3. INCULCATION OF SOCIAL VALUES AND ENVIRONMENTAL CONSCIOUSNESS The college administration in collaboration with its NSS units started a community reach-out programme in which six local springs and water-bodies were cleaned and all the solid waste and debris was removed. Around 110 students participated in this month long activity. These efforts were lauded by the local community as well as the civil society of the Shahabad Area.

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

https://gdcdooru.edu.in/assets/folders/naac/naac_important_links/Best-Practices-Dooru-18-19.pdf

7.3 – Institutional Distinctiveness

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

The structure of our institution requires us to carefully assess our students' viza vis both short term and long-term goals and to provide the right curricula, academic supports, and services to help them achieve these goals. 1. At GDC Dooru, this means supporting vast student strength striving for a wide range of outcomes. Like many other colleges, our institution serves a mix of both traditional and non-traditional learners from various academic backgrounds. 2. We measure our Academic achievements by establishing goals and expectations tied to our student' demands anticipated by the learners. We frequently compare our outcomes to state and national standards, and we realise that we are still far from reaching the new skies. 3. Our aim is to have a positive impact on our learners community and the wider society by producing Learners who exceed average expectations, both in their academic and skill-based outcomes. 4. A Comprehensive Approach at GDC Dooru, relies on the entire student experience, assisting each individual on the journey from prospective student to graduate. We have developed a system to help students navigate their courses and make smart academic choices. We engage them at every point along

the academic journey, equipping them with the information they need to make career decisions early so they are driven to succeed in their chosen fields. 5. The college has carved a particular niche by introducing multi dimensional and innovative skill-based courses in the fields of Accounting, Business, IT. These short-term Skill courses make them more relevant to the Corporate sector. Moreover, we also offer several outreach activities to new students, including our Counselling programs and other orientation events viza vis career counselling. 6. We endeavour our new commers with a freshers meet as a strategic approach to help these learners to adapt new educational environment of the campus by providing them adequate information and managerial support. To further strengthen our mechanism, we have established a series of program progression benchmarks monitored through academic advising. 7. Learning is dependent on the pedagogical techniques that teachers apply in their classroom. Our Human resource always toil for effective pedagogy which has realised us positive outcomes viz a vis academic, social and emotional development, acquisition of technical skills, and a general ability to contribute to the community. Some of the pedagogy strategies include the following: 1) Emphasis on pedagogical techniques specific to the subject matter and level of the learners 2) appropriate use of whole classroom processes Task group based activities 3) Augmentation and creation of teaching and learning materials both electronic and paper based in addition to the existing texts 4) Multiple opportunities for learners to respond and feedback 5) helpful use of local terms and languages 6) continuous Curricula based activities visa vis theory and field experiences 8. We enrich our academic programs with extracurricular activities. We strongly strive for producing graduates who have had opportunities for personal development, sensitivity for engagement with communities, and who are flourished citizens for nation building process.

Provide the weblink of the institution

https://gdcdooru.edu.in/assets/folders/naac/naac_important_links/Institutional_Distinctiveness_GDC_Dooru.pdf

8.Future Plans of Actions for Next Academic Year

The future plans include diverse aspects aimed at achieving wholesome development of the institution. These include: a) Augmenting Existing College Infrastructure to meet the contemporary technological standards: The college has drafted proposals for upgradation of existing infrastructure by renovating/renewing existing physical assets of the college viz Face-lift of College Building, Laboratory material of all the respective departments, Desktop computers, Automation of Library, upgradation of Sports Infrastructure Books Journals, Hardware for installing Internet facility, building of smart classrooms Other relevant electrical and electronic items. After rigorous deliberations, the empowered committees of the college in consultation with the establishment section have projected funds to the tune of 160 Lacs for the next financial year 2019-20 b) Incorporation of Different Capacity Building initiatives for both teaching and non-teaching staff: Several training programs have been designed for the next academic year for enriching the professional skills of all staff members. The college plans to sign an MOU with competent agencies to conduct and offer short term courses related to faculty development incorporating computer aided teaching skills to all the teaching faculty to meet the new situational and technological benchmarks. In addition to this, college has appropriate technical skill-based training events in offing for non-teaching staff so as to enhance the quality of human resource management in the campus. c) Creation of Course Content/e-content on all subjects and streams offered in the campus To further the mechanism of academic excellence, our college plans to engage our efficient teaching faculty to write course content both in electronic and paper based as per the curriculum offered at UG Level. Consequently, it is aimed to share such content with the learners which would empower and motivate them to inculcate the

reading behavior and have better comprehension and analytical skills which is imperative for instilling research aptitude among the graduates. It is however pertinent to mention here that all such relevant content shall be peer reviewed and developed as per the latest bibliography of a particular discipline. Last but not the least such content shall be uploaded on the college website so that all the learners are benefited from the same. d) MOU with Corporate bodies, Banks, Government Organizations etc for skill Development initiatives and placement of Outgoing students. The college aims to carve a niche by introducing multi-dimensional and innovative skill-based courses in the fields of Accounting, Business, IT. Several proposals have been drafted to sign an mou with reputed national level bodies like IL FS besides collaborating with several state level organizations. These short-term Skill courses make them more relevant to the corporate sector and accordingly would enhance their employability in the market. Moreover the college also has a long term goal to sign similar such collaborations with different agencies for conducting campus based recruitments for our outgoing students.