



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**GOVT. DEGREE COLLEGE DOORU, ANANTNAG
KASHMIR**

DOORU ANANTNAG KASHMIR

192211

<http://gdcdooru.jk.gov.in>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

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Under the pressing demand by the local populace of historical town Dooru, and its adjacent areas, the Government of Jammu and Kashmir decided to establish College namely **Government Degree College Dooru Anantnag** under Prime Minister's Reconstruction Plan at the headquarter of sub-division Dooru in 2005. Dooru is a historical town of South Kashmir situated at the foothills of Pir Panjal range adjacent to famous spring Verinag – the origin of river Jhelum. Dooru has been abode of well-known luminaries ranging from mystic poets to historians. The famous mystic poets of Dooru are Rasool Mir popularly known as “John Keats of Kashmir”, and Mahmood Gami. Mullah Ahmad, who translated Rajatarangini into Persian also hailed from Kashmir. Mir Sadullah Shahabadi who wrote Bagi-Sulaiman, an account of the Kashmiri rulers from earlier times, also is product of this soil. This town has also produced one of the well-known Chief Minister of Jammu and Kashmir namely Syed Mir Qasim.

The campus is spread over an area of approximately 42 kanals of land and the catchment area includes Dooru, Verinag, Qazigund, Kokernag, Banihal and as far as Ramban. The lush green forests facing the College campus provide quite a suitable environment for teaching-learning. The faculty, which is young and passionate, has enough dedication to lift the College to the levels of premiership in the academic field.

The College was established in 2005 and named as Govt Degree College, Dooru, Anantnag, Kashmir. Currently, the College offers four programmes viz B.A., B. Sc., BCA. And B. Com, with the last as the latest addition.

The institution pledges to be a torch bearer in quality education and aims to empower students with intellectual and moral capabilities. In this context, the College undertook Swachh Bharat Summer internship this year, successfully organized an inter-College volleyball tournament (eventually won it), held a seminar on IPRs and held trekking programme to Sarbal Lake, Fember, Daksum, Margan Top, and Kouser Nag.

The institution has firm belief that the College education isn't only a necessity for progressing professionally, but also morally, and that the education is the soul of society.

Vision

- To emerge as a premier institution of academic excellence and torch bearer in quality education

Mission

- Strive for intellectual and moral empowerment of all stakeholders of the institution.
- Promoting discovery and application of knowledge through cooperation and collaboration.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The institution is enriched with a passionate team of faculty members coming from different academic backgrounds providing quality education to the students.
- The emphasis is laid not only on the curricular aspects, but co-curricular and extra-curricular aspects as well so as to give vent to non-academic potential of the students.
- College cells like Career Counseling Cell, Women Development Cell, Committee against Sexual Harassment and Grievance Redressal, and IQAC ensure quality counseling to the students and safety of the female students.
- The campus is situated at the foothills of lush green mountains generating a suitable environment for teaching and learning.
- The College is open to guests for specific lectures so that the students can be endowed with diverse aspects of knowledge.
- The College has recently introduced an open and transparent system of inviting and acting upon the feedback from the students as well as other stake holders.

Institutional Weakness

- Limited opportunities for research activities with only 3 staff members having PhD; limited allocation of funds for research; poor per-teacher publications.
- The present quantum of land is insufficient for future expansion of the College.
- Additional 20 teaching posts need to be filled/created for effective curriculum delivery
- The College isn't NAAC accredited currently which limits its ability to obtain the UGC funding to take up some of the important projects

Institutional Opportunity

- Keeping pace with the market, the College has to push for the introduction of more market-oriented courses. In this respect, College has already taken a step forward by introducing a few vocational courses from this year.
- The College can bridge the infrastructural gaps with other premier Colleges by securing more funds after NAAC accreditation.

Institutional Challenge

- Motivating students for taking part in competitive examinations of national and state level.
- Arousing in the students an interest for higher studies.
- To bring more focus on skill oriented programmes

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College, being affiliated with University of Kashmir, has adopted the University academic calendar for all curricular activities. The curriculum delivery is a well-documented and planned affair in line with the College vision and mission. Currently, the College offers four (04) UG courses viz B.A., B. Sc., BCA and B.Com. The CBCS pattern is implemented in all the courses. In addition to the UG courses, a number of vocational and certificate programmes have been introduced this year with a pledge to continue them in the future as well. The organization of seminars and workshops is a norm for the College in order to acquaint the students with diverse knowledge base. Gender, environment and sustainability being the unavoidable focus areas in the current era get much of the attention in the College. We have a functional Women Development Cell and Committee against Sexual Harassment and Grievance Redressal catering to the needs of female-students within the College. The NSS cell of the College rendered a lot of services under Swachh Bharat Mission putting the College amongst the top three Colleges of the state this year. The feedback system in the College is based on the collection and analysis of the feedback in order to incorporate remedial measures in the system. The College works on the feedback received from time to time in an effective manner thus improving the overall functioning of College.

Teaching-learning and Evaluation

Admissions are done online by the affiliating university according to the statutes of the affiliating University and the sanctioned intake capacity. The college admits students from SC/ST/OBC and other reserved categories as per the norms of the affiliating university. The College adheres strictly to the rules and regulation against any gender or caste based discrimination. The average intake of the College for last five years was 40.6%. Several initiatives have been taken to address the needs of slow learners and advanced learners separately. Almost all the facilities are created for the physically handicapped students. Institution encourages teachers to use innovative pedagogies of teaching and learning. It is mandatory for all the teachers to use ICT in their teaching. Strong mentoring system is in place to deal with students individually. Teachers are recruited by the State Government according to the UGC regulations. 16.16% of the faculty members serving different departments possess Doctorate degrees. Average teaching experience of the teachers at the College is 4.7 years. None of the faculty members is from outside the state thereby conforming to State Government norms. Internal assessments are done according to the guidelines given by the University. Grievances related to exam branch are addressed and log record is maintained. Academic calendar is prescribed by the university. Internal exams are conducted strictly in accordance with the College calendar. Program Outcomes and Course Outcomes of all the courses are stated and displayed on the College Website. Attainment of course outcomes and program outcomes is ensured according to the outcome based education. Average pass percentage in the past five years is 59.36%.

Research, Innovations and Extension

The institution was established in 2005 and was functioning in a makeshift arrangement up to the year 2009 after which it was shifted to the current location.

The institution has to its credit ten research papers in national and international journals and two book chapters published by the five faculty members. The details of these publications have been provided in the original document. The College has recently conducted a workshop/seminar on Intellectual Property Rights and also has uploaded the Code of Ethics to check malpractices and plagiarism in research. The matter of supervising research scholars by eligible faculty has been taken up by the Department of Higher Education with the

University of Kashmir. The College is ready to carry on such supervision once permission is granted.

The institution, especially its NSS wing, has carried number of extension and outreach programmes in collaboration with community on themes related to culture, sanitation and conservation and protection of environment. A good number of students participated in the programmes and events such as Swachh Bharat, AIDS, Drug Abuse etc. organized by the College. The College organized a number of field trips in the subjects- History, Botany, Zoology, Physics, and Psychology etc. The College has carried out a number of activities/events in collaboration with government/non-government organizations such as Night Sky Watching, Trekking, Lectures on CBCS and NAAC etc. The institution encourages on-job-training to its faculty members. There are five faculty members who have participated in general orientation course and refresher courses during the last five years.

Infrastructure and Learning Resources

The College building is earthquake-proof with spacious, well ventilated and furnished lecture theatres. The fact that the College has invested 67% of its total expenditure for infrastructural development is a pointer towards the concern the administration has for providing quality facilities to its students. The science laboratories are well equipped and around 33% of the classrooms are equipped with modern teaching aids like Projectors and digital boards. The computer labs are equipped with required computer facility and connected with broadband of bandwidth 2MBPs accessible to students and teachers anytime. The student: computer ratio of the College stands at 35:1 ensuring that each of the students gets exposure of computer knowhow. The library is undergoing automation fulfilling the academic needs of the students with average 101 visits from the students and faculty per day. The institution has an effective and efficient system for overall development of students by providing facilities like playground, gymnasium (for both boys and girls) and healthcare centre.

Student Support and Progression

The College is committed to the overall development and welfare of the students. The students are supported through measures like scholarships, career counseling, guidance for competitive exams, progression to higher education etc. The Below Poverty Line (BPL), Orphan and other eligible students are supported financially through scholarships by the College on the recommendations of the College Financial Aid Committee. Besides this, all students of the College are informed about all the scholarships provided by various agencies like the Ministry of Minority Affairs, various NGOs etc. and are encouraged to apply for the same. To ensure safe and healthy environment to the female students, the College has constituted Women Development Cell which functions in an efficient manner. The employability of the students is amongst the top priorities of the institution which is reflected in the form of vocational education training provided by the College. Career counseling for competitive examinations and soft skill development is also taken care of. The students are informed of various career options in Govt., private sector and opportunities in higher education across the country from time to time. The completion of the syllabus in time is the top priority of the faculties. In this direction, the College has constituted Course Review Committee which reports the percentage of syllabus completion, feedback about the faculty, to enhance the student-faculty interaction etc. Sound mind lies in a sound body is the slogan of our institution which is evident from the sports activities like road race, cycle race, trekking, cricket tournaments, volleyball tournaments, tug of war etc organized by the institution during the last five years. Right now the College is in process of registering the alumni association. An amount of Rs. 84,485 Raised by alumni association has been offered to poorest of the poor students at the time of the admission and an amount of Rs.1, 14, 921 is lying in the account to be offered in the next admissions.

Governance, Leadership and Management

The College affiliated with University of Kashmir is a government run institution functioning on the basis of clearly stated Vision and Mission. A culture of participative management involving all stakeholders striving for cumulative excellence on all fronts is in vogue. The academic and administrative policies are followed in letter and spirit as per the rules and regulations framed from time to time by the respective governing agencies—University of Kashmir and Department of Higher Education, Government of J&K. Since there is decentralization of power as well as responsibilities, the group leaders constantly keep monitoring the activities and their outcome(s) and subsequently record the merits and shortfalls of applied means for future purposes. Through internal and external audits, the College ensures sound management of financial resources. Besides, there is a vibrant quality assurance cell in the name of IQAC. The cell takes responsibility of checking and maintaining the overall standard of the institution at academic and infrastructural levels.

Institutional Values and Best Practices

Promoting academic excellence and quality education is enshrined in the vision and mission of the institution. The College provides counseling to both male and female students about gender sensitization, safety and empowerment of the students. Different Cells of College like Career Counselling Cells, Committee against Sexual Harassment and Grievance Redressal, Women Development Cell provide counseling about legal, social and political rights and obligations of the students. More than 1/3rd of the total power requirement is met with renewable energy resources. Waste segregation is done at primary level and the use of polythene is discouraged within the campus. The College is in the process of developing a mechanism for rainwater harvesting. Public transport is encouraged to minimize the carbon output from this side, at least. The location and fertility of the campus ensures engendering a green campus. The College, in collaboration with District Forest Department, planted around 200 conifer saplings on World Arbor Day this year. Ramps, rest rooms, common rooms and scribes are provided to the specially-abled students and general students. Special code of conduct is in place for students, teachers and even the Principal of the College. Core values such as discipline, punctuality, dignity, transparency, justice and integrity are displayed on the College website. The institution organizes certain activities to enhance the consciousness about national identity and symbols, other issues – Civil Services, AIDS day, Republic and Independence Day, GST and Social Media. Birth and death anniversaries of famous personalities are celebrated and debates/ seminars are held related to the same.

Since its inception college has developed a set of best practices. The two best practices of our college are ‘extra focus on sports and co-curricular activities’ and ‘internal autonomy to college committees’. The focus on sports and co-curricular activities promotes the overall development of students to deal with stress related to employability and other areas. The internal autonomy is promoted mainly because it is deeply correlated to the efficiency and innovation in the College.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. DEGREE COLLEGE DOORU, ANANTNAG KASHMIR
Address	Dooru Anantnag Kashmir
City	Dooru
State	Jammu And Kashmir
Pin	192211
Website	http://gdcdooru.jk.gov.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Dr. Ghulam Hassan Thakur	1932-230012	9419412632	01932-23015 5	principal.gdcdooru @gmail.com
IQAC / CIQA coordinator	Mohd Younes Bhat	1932-230019	9419045500	1932-230024	bhatyounes0@gmai l.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	09-03-2005

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	21-01-2010	View Document
12B of UGC	01-04-2010	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
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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	Dooru Anantnag Kashmir	Rural	5.34	4237.58

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	BSc,Science,	36	Twelfth	English	300	120
UG	BA,Arts,	36	Twelfth	English	1000	444
UG	BCom,Commerce,	36	Twelfth	English	80	23
UG	BCA,Computer Application,	36	Twelfth	English	30	28

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	1				3				17			
Recruited	1	0	0	1	3	0	0	3	15	2	0	17
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				23			
Recruited	0	0	0	0	0	0	0	0	20	3	0	23
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				20
Recruited	9	3	0	12
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				21
Recruited	12	9	0	21
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	1	0	0	0	0	0	4	2	0	7
PG	0	0	0	3	0	0	8	0	0	11
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	0	0	4
M.Phil.	0	0	0	0	0	0	10	3	0	13
PG	0	0	0	0	0	0	5	1	0	6
UG	0	0	0	0	0	0	0	0	0	0

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

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

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	903	0	0	0	903
	Female	739	0	0	0	739
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
ST	Male	12	9	7	1
	Female	1	0	0	0
	Others	0	0	0	0
OBC	Male	20	6	1	0
	Female	3	0	0	0
	Others	0	0	0	0
General	Male	148	155	167	241
	Female	134	142	150	214
	Others	0	0	0	0
Others	Male	167	129	140	37
	Female	131	74	92	14
	Others	0	0	0	0
Total		616	515	557	507

Extended Profile

1 Program

1.1

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

Response: 69

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	2	2	2

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1642	1277	1153	1158	1303

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 the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
549	549	507	507	507

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
47	273	260	341	292
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**

2017-18	2016-17	2015-16	2014-15	2013-14
45	37	32	32	31
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3.2**Number of sanctioned posts year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
45	37	32	32	31
File Description		Document		
Institutional Data in Prescribed Format		View Document		

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 15****4.2****Number of computers**

Response: 48

4.3

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

2017-18	2016-17	2015-16	2014-15	2013-14
92.3669	46.87848	56.7916	67.8478	18.2246

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:

The Govt. Degree College Dooru (Anantnag) is affiliated to the University of Kashmir, Srinagar (J and K). The college strives to put into practice the curriculum in a well documented and planned process. The curriculum is in synchronization with the academic calendar of University to which College is affiliated. The first thing that is done in such process is the meeting under the chairmanship of Principal. Each month all HOD's of various departments meet the Principal of the college to discuss the implementation of the curriculum in efficient way. Secondly, all the respective Departments of the College make their time-table which includes not only the academic arrangements but also the subject-tours, debates, and conferences that each Department conducts in a calendar year. Thirdly there is a College time-table committee that does two main activities in relation to delivery of curriculum. It does harmonize the time-tables of the various departments, and keeps vigil over the effective implementation of the curriculum.

Each Department at the College works towards the amelioration of teaching practices in an attempt to optimize the cognitive process for students. There is room for a range of learning and teaching activities in the class-room: a story well told by the teacher, model-making, the construction of timelines, comprehension and source analysis activities, oral tests, on site demonstrations, problem solving activities, AV aids, role plays and debates. A range of resources is used in the classroom which includes documents, photographs, artifacts and people and at times guest lectures. The College organizes subject tours/visits to advanced laboratories, historical sites, hospitals etc. to acquaint students with both critical issues and advances in their subjects. All these practices enable teachers to effectively transact the curriculum. What this college finds more pressing is that students are counseled well in order to make curriculum interesting for their future endeavors in life. In this regard, college has well functioning Career Counseling Cell to facilitate students to opt for subjects that cater to their capabilities, talent and sometimes future prospects.

These initiatives make both college and classroom a 'shared' space by weaving in participatory strategies, such as encouraging individuals or groups of students to take up topics from within and around the syllabus. The teacher acts as facilitator who suggests and sometimes also arranges for reading materials, guiding outlines for the presentation apart from offering questions to focus on. In addition to this, College has Smart Class rooms that go a long way in implementation of the various aspects of curriculum like Skype lectures, movie screenings.

The specific adaptations that this college makes consists creation of different social groups like watsapp groups in which faculty and students share different information on the subject

concerned. It makes the communication more effective irrespective of the conditions that make class-work difficult at times. Moreover, tutorials are arranged for the students who come from marginalized sections of the society. The college is also planning to start massive open online courses (MOOC) in the interest of the student community.

1.1.2

Number of certificate/diploma program introduced during the last five years

Response: 1

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description

Document

Details of the certificate/Diploma programs

[View Document](#)

1.1.3

Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 5.65

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	0

File Description

Document

Details of participation of teachers in various bodies

[View Document](#)

Any additional information

[View Document](#)

1.2 Academic Flexibility

1.2.1

Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 2.9

1.2.1.1 How many new courses are introduced within the last five years

Response: 02

File Description	Document
Details of the new courses introduced	View Document

1.2.2

Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

Response: 04

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Any additional information	View Document

1.2.3

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

Response: 1.08

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	62	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Our college believes in the dynamic approach of combining the various issues from gender to human values in the curriculum. The main aim is to create possibilities for expansive, progressive and creative engagement with the social and natural world around us.

Gender: Gender is a complex issue that defines life choices in multitude of ways for women especially. Moving away from the dominant theories of gender, our college through regular seminars and special guest lectures engages it from culture-centric approach. We look how different cultural groups theorize gender justice and how pertinent it is to integrate such theorizations in the mainstream theories of gender. This is the precise reason we bring documentaries/film screenings/tutorial discussions on gender from different cultures. Our curriculum is shaped in such a way that different issues of Gender, Environment, Human ethics are part of them.

The college has a **Women Development and Grievance Cell** that organizes many interactive programmes for the young people/students to place themselves in the grid of identities encapsulated in the category of gender. Its range of activities range from exploring issues of sexuality violence against women, fundamentalism and the larger patriarchal discourse within which these are located. Some of the faculty members have specialized feminist explorations of the gender and published research papers in this area. Dr. Latief A. (AP., Pol. Science) has published two research papers in this area. In addition to this, regular seminars are held on issues related to gender.

Environment: The college has well established **National Service Scheme Cell** that works particularly in the area of the environment. Regular cleanliness and plantation drives are undertaken by the college in association with its NSS unit to keep the environment clean and green. The college follows the Honourble Supreme Court's directives and takes due care to ensure that the entire college community is imbued by a heightened degree of the cardinal principles of Reduce, Reuse and Recycle. Every year the college observes World Arbor Day (21st March) in which trees are planted around and outside the campus. The college prides itself on its diverse vegetation, ranging from humble and everyday plant and tree species to more exotic and hybrid varieties.

Human rights- The idea of human rights is introduced through the University prescribed syllabus, but is extended much beyond it by the faculty of LSR and the various activities that the college organizes

1.3.2

Number of value added courses imparting transferable and life skills offered during the last five years

Response: 9

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 09

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3

Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System**1.4.1**

Structured feedback received from

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: D. Any 1 of the above

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

1.4.2

Feedback processes of the institution may be classified as follows:

Response: B. Feedback collected, analysed and action has been taken

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 percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2

Average Enrollment percentage

(Average of last five years)

Response: 40.5

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
615	516	557	460	573

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1410	1410	1300	1300	1300

File Description	Document
Institutional data in prescribed format	View Document

2.1.3

Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 39.91

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
334	218	240	52	210

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

The college admission committee makes a summary of the students based on the academic background, medium of education, economic status, curricular and extra-curricular activities of the student while taking the admission. The individual requirement of each student is analyzed and the students are classified as per the following:

- Details of the academic performance and achievements of the students such as Board ranks, medals and appreciation certificates are scrutinized and based on the primary data collected the students are categorized as slow and advanced learners
- The computer science departments conduct a basic certificate course for the students from other streams of education to help them through the initiation process.
- Feedbacks are collected from the students and tests are conducted to find out the problem areas of the students and root them out in the initial stage itself.
- Poor performance in the class room due to absenteeism is intimated to the parents either through

SMS or phone calls and meetings. Corrective steps are taken accordingly.

- Remedial classes are conducted for the academically disadvantaged students to provide them with an opportunity to improve their academic level.
- Contents beyond the syllabus but pertaining to the core of the subject are discussed in the class to make the students aware of the trending topics relevant to the subject of teaching.
- The slow learners are encouraged to take effective part in the subjects of their interest to motivate them into learning.
- Slow learners are constantly encouraged to meet the concerned faculties for extra classes or take up assignments like preparing a collage or chart or a ppt to gather in-depth knowledge about the subject.
- Teachers also help such students by tutorials, one to one discussions and supplying books.
- The advanced learners are identified during the class room discussions, performance in the internal assessments, feedback from mentors and teachers.
- The college recognizes the achievement of the advanced learners either in terms of awards or medals in various functions conducted by the college. The advanced learners are encouraged to frequently participate in seminars, debates with their presentations etc. are provided special counseling with regard to availability of advanced study material in order to improve their outlook in their areas of interest.

2.2.2

Student - Full time teacher ratio

Response: 36.49

File Description	Document
Any additional information	View Document

2.2.3

Percentage of differently abled students (Divyangjan) on rolls

Response: 0.18

2.2.3.1 Number of differently abled students on rolls

Response: 3

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	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 Teaching faculty of the College adopts all the modern methods of teaching according to the needs and desires of the students to impart and enrich their knowledge in their respective domains/ fields. The students are taught by demonstration / experimentation to have a clear and concrete grasp of the theoretical concepts learnt in the classroom. This enriches the conceptual and practical knowledge in the students. The Faculty and the technical staff also help the students to conduct different experiments. The students are given time slots to do additional experimental work with the help of the concerned faculty. The students are also involved in the teaching learning process by Cooperative/Collaborative Project based assignments to grasp the concepts. This methodology of teaching develops cordial relationship between the Teacher and the Students as the methodology makes a teacher as peer member of the participative group. The faculty also uses problem solving techniques to teach their students. This method of teaching helps them to produce creative, analytical and critical students, who in real life can solve the problems without any fear. The teaching faculty of the College also uses ICT Methodology of teaching by using various multimedia elements to develop thirst amongst the students. Students are taken to various Organizations like Industries, Research Laboratories in various fields, to provide students with hands on experience of the practical field and make them understand the dynamic requirements of the market in terms of human resource. The faculty of the College also teaches the students with the sense of humor, which not only has developed the cordial relation, but also provides welcome relief while trying to follow a difficult lecture on a complicated subject. When there is willingness to change, there is a hope for progress in any field.

2.3.2

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

Response: 95.56

2.3.2.1 Number of teachers using ICT

Response: 43

File Description**Document**

List of teachers (using ICT for teaching)

[View Document](#)

2.3.3

Ratio of students to mentor for academic and stress related issues

Response: 36.49

2.3.3.1 Number of mentors

Response: 45

2.3.4

Innovation and creativity in teaching-learning

Response:

The institution uses modern methods and technologies of teaching to develop the core competencies in its students. Teachers use modern methodologies like projectors, smart class rooms to deliver their lectures and explain topics in detail and in depth. Information and communication technologies (ICT) like digital white boards or interactive white boards and smart boards in combination with flagship Programme like NPTEL (National Programme on Technology Enhanced Learning), Coursera and other digital libraries and resources are used to improve the process of teaching and learning. Each topic is completed within the timeframe to allow the students enough time to grasp the concepts. Quizzes are conducted at the end of each topic to analyze and confirm the understanding level of every subject. Projects and assignments are given to students to sharpen their skills and to keep a track of the progress of the students. For this purpose the students are divided into several groups. Each group develops a different understanding of the project and as such arrives at different possible solutions. Members of the same group come together and research about their given topic. Projects are divided into modules and assigned to individual group members. Members exchange ideas and content and develop a better understanding of the problem. Study material like lecture notes are posted on our college website to provide easy accessibility of academic material to the students in case they need to refer or miss the class for any reason.

2.4 Teacher Profile and Quality

2.4.1

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

Response: 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2

Average percentage of full time teachers with Ph.D. during the last five years**Response:** 12.91

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	5	8	2	2

File Description**Document**

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)**2.4.3****Teaching experience per full time teacher in number of years****Response:** 17.84

2.4.3.1 Total experience of full-time teachers

Response: 803

2.4.4**Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)

e-copies of award letters (scanned or soft copy)

[View Document](#)

2.4.5

Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

2.5 Evaluation Process and Reforms**2.5.1**

Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

The Govt. Degree College Dooru is affiliated with the University of Kashmir and adheres to the Syllabi prescribed by the University. The College follows the guidelines and methods to carry out internal evaluation for the practical subjects at college level. The syllabus prescribed by the university for each semester is completed well in time. The examination schedule / date sheet for the conduct of external examination is also notified by the said University. The question papers for each semester are prepared by the affiliating University on series basis. After the Culmination of examination of each semester the papers are deposited with evaluation center notified by the university. The evaluation center gets the answer books evaluated as per the norms of the University.

However, for the internal assessment of the students the prescribed syllabus is split in to portions. After each portion of the syllabus is completed, a unit based assessment test is held; the students are informed well in advance about the tests conducted by concerned teachers. The papers for the internal assessment tests are prepared by the concerned teachers on the same pattern as that of external examinations which consist of Short answer questions, Long answer questions, and Objective type questions. These continuous internal assessment tests prepare students for the external examinations conducted well in advance. Post to the internal examinations evaluated answer papers are returned back to the students to get students acquainted with their weaknesses. The students are also given feedback about their performance and suggestions are given for their improvement. Moreover the Teachers of the College also evaluate the students by giving them assignments on various topics and also assign topics to make presentations. After the evaluation and declaration of result of the students, the corrective steps are taken

by teachers for slow learners by way of giving them remedial classes.

2.5.2

Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The University of Kashmir has authorized the affiliated colleges to conduct internal/external examination of practical subjects at college level for which they can hire the services of experts from other colleges also. Thirty three percent (33%) of the total marks have been assigned to the practical work in practical oriented subjects. The examination coordinator of the College in cognizance with faculty of college notifies the dates for the internal/external practical examinations. The dates are notified once the prescribed syllabi are completed by the teacher and before the external examination date sheet is notified by the university. The date sheet for the internals/external practical examinations is approved by the Principal of the College. The concerned teacher/expert prepares the question paper and conducts internal examination with the help of invigilator on the date mentioned in the date sheet. The internal examination is also followed by the viva voce, which is also conduct by the concerned teacher/expert on the same day. The answer scripts of the examination are evaluated by the teacher and the marks obtained by the students are submitted to the coordinator of examination on award roll with proper Signature and name of the teacher/expert (evaluator). The answer scripts are also deposited with the coordinator of examination for records. The coordinator of examination further submits the award rolls to the data entry operator for uploading the same on university's portal. To assess the students, the faculty of the college is continuously conducting internal assessment tests for the prescribed syllabus. The evaluation of these assessment tests is done by the faculty members of the college / external experts. The questions papers for assessment / examination are prepared by the faculty members. While preparing the Questions papers the concerned teachers strictly adhere to the norms/guidelines of the affiliating university i.e., University of Kashmir. Students are informed about the dates of examination well in advance. The examinations are monitored by the invigilators who maintain the code of conduct in the examination hall. Once the examinations are conducted the answer scripts of the students are evaluated by the concerned faculty members. The teachers maintain impartiality and fairness while evaluating the answer scripts and the evaluated answer scripts returned to the students, to check and understand their weaknesses. Suggestions are given to students who need to improve and those who perform well are appreciated. Moreover regular parent teacher meetings are conducted where the marks obtained by their wards are shown to them. This enables the parents to get updated about their wards' performances in different subjects.

2.5.3

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

Response:

The college conducts two types of examinations, internal and external. External examinations are conducted by the University to which College is affiliated (**University of Kashmir**) and the internal examinations are conducted by the College. As part of internal examinations, internal assignment and

unit tests are conducted. The examinations are conducted with utmost care, ~~given~~ transparency and fairness. The College information and technology center assists the students to get hall tickets downloaded from the website of University of Kashmir before the commencement of the examination, notified by the University. Any grievance related to the hall ticket viz; printing of wrong name, Roll No., etc is addressed by the Examination Coordinator of the College in collaboration with the University authorities at highest priority. The question papers for internal examination are prepared by the concerned teachers. The external question papers are set by the affiliating university for each semester in four series. The series-wise question papers remove the chances of copying in the examination hall. On each day of examination, the superintendent of each examination center issues a verbal warning to the examinees against keeping / possessing any incriminating material related to the subject to be examined. If any student is found using unfair means/malpractice during examinations, superintendent of the examination center makes an unfair means case against the student and communicates the same to the University. The case is then decided by the University and implemented by the College. Post internal examinations, students are given back their evaluated answer scripts so that they can assess their own performance and seek clarifications, if any from the teacher. In case they are entitled to more marks following the review of answer scripts, the modified marks are entered into the award register before being forwarded to the University. Grievances of the students related to external examination are addressed by the examination coordinator of the college in collaboration with the examination section of the affiliating University (University of Kashmir). All grievances are therefore solved with utmost care keeping in view the student sensitivity. The college is dedicated to provide students with time-bound solution to all grievances

2.5.4

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

Response:

The institution ensures effective time management. It receives academic schedule from the university and adheres to it. In the beginning of the academic year, academic calendar is published by the university. The college carries out effective planning to stick to the academic calendar. This allows the teachers and the students to space out their teaching and learning and regular assessment of the same. The college conducts assessment of the students in two different components (i) Theory only, for Humanities and Social Science (H&SS) courses and (ii)– theory and practicals for sciences. The theory component is evaluated out of 60 marks for sciences and 90 marks for H&SS respectively. The practical component is marked out of 30. Every academic year consists of two semesters. Following the university calendar, every department creates internal calendars to ensure timely delivery of syllabus. Every teacher follows a strict agenda that is discussed and approved by the head of their respective department. This is followed by deducing a day-to-day division of topics and chapters. These topics and chapters are chosen keeping the upcoming CIE in mind. The timeline created allows for the students to complete the given syllabus in the allotted time. The students are given plenty of time before the examinations as well to prepare and practice their concepts. In case of any required change, the university communicates the modification to the college and the college enforces the same. In any condition, the academic calendar is followed and respected by teachers of all the departments.

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 on website and communicated to teachers and students

Response:

The institution has established the PO, CO, PSO for each Programmeme which clearly states the objectives and outcomes. The guidelines are circulated to all faculties and displayed on the notice board for the information of the student. Teaching is planned in such a way so as to bring out the desired outcomes as stated in the syllabus. Expected course outcomes of all courses are prepared and distributed to the students at the beginning of the academic year. Students are motivated towards course outcomes throughout the course of the Programmeme by course teacher. Programmeme objectives are printed & pasted in Departments and on the Hand book.

File Description	Document
COs for all courses (exemplars from Glossary)	View Document
Link for Additional Information	View Document

2.6.2

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The Institution conducts examinations of varied type--written, viva, presentations, class tests, lab tests etc. in each semester to check whether the stated objectives of the syllabi are achieved. Through such tests weaker students are identified and subsequent arrangement for remedial classes is made. Each faculty monitors the development of the students and renders regular counselling to those in need. The cracking of entrance tests by our pass-outs conducted by various universities is testimony to the fact that the immediate outcomes of different courses taught are attained to the optimum level. Moreover, the participation of our students in intra & inter-college co-curricular activities is also a yardstick to measure the efficiency of instructions imparted in our institution. A good number of pass-outs do appear in state level examinations for different jobs and have not only cleared the tests but are serving to the best satisfaction of their employers' and the public in various government and public sector Departments.

File Description	Document
Any additional information	View Document

2.6.3**Average pass percentage of Students****Response:** 51.06

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 24

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 47

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.4

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2

Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 177

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Innovation Cells help in fostering the culture of innovation of all Higher Education Institutions. Ministry of Human Resource Development (MHRD), Government of India has decided to initiate creation of 'Innovation Clubs (IC's) across selected Higher Education Institutions. The institution was established in 2005 and was functioning for a long time in makeshift arrangement. The college did not have such kind of Cell till the year 2017. Realizing the importance of Innovation Ecosystem in institution of higher learning, the College has applied for the creation of Innovation Cell during the current session i.e., 2018 by uploading the data pertaining to it on the given portal.

3.2.2

Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of workshops/seminars during the last 5 years

[View Document](#)

3.3 Research Publications and Awards

3.3.1

The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.3.2

The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3

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

Response: 0.06

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	3	4	0

File Description

List of research papers by title, author, department, name and year of publication

Document

[View Document](#)

3.3.4

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.06

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	1	0	0

File Description

List books and chapters in edited volumes / books published

Document

[View Document](#)

3.4 Extension Activities**3.4.1**

Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Participation in extra-curricular and extension activities help in physical, mental, intellectual, social, moral and aesthetic development of the students. It facilitates development of fit and healthy body, skill, self confidence, creativity, team spirit, positive thinking, leadership, value adherence and motivation for learning. The College carried out a number of extension activities in the areas such as awareness about AIDS, Swacch Bharat, gender Issues etc through its National Social Service Units, Red Ribbon Club, Seminar and Debate Committee, Cultural Committee. The volunteers and other interested students organize World Red Cross Day every year to sensitize the students, staff and the nearby community regarding the disease and its control and prevention. In addition to this, the volunteers also organize rally to generate awareness regarding the use and abuse of drugs among the students, staff and the members of the nearby community. The NSS volunteer along with faculty members carried a 'Cleanliness of Springs' and 'Swacchita hi Seva' in line with the directions of Swacch Bharat Abhiyan. The activity was carried out to sensitize the nearby community regarding the importance of conservation of water bodies and sanitation in achieving the value of health and fitness. The College also organized a workshop on Disaster Management to generate awareness among the students and staff regarding preparedness, response, recovery and rehabilitation in case of emergencies such as floods, earthquakes etc. The College also organized 'Women's Day' to sensitize students and faculty about the importance of promotion of gender equity in all spheres of life.

The aim of carrying out these extension activities was to sensitize all the stakeholders whether the students, staff or the members of local community. A positive visible change is reflected in the College as students and the staff always takes care of keeping the campus clean. There is no discrimination on the basis of gender as no such case has been reported in the campus. The students and staff voluntarily contribute towards the Red Cross Society and in organizing events related to AIDS, disasters and gender equity.

3.4.2**Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years****Response:** 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3

Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 5

3.4.3.1 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

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	1	0

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4

Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 6.91

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
100	100	50	100	100

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1

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

Response: 10

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

2017-18	2016-17	2015-16	2014-15	2013-14
5	0	1	2	2

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document

3.5.2

Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

- The College building is a well built structure constructed on a hill thereby making it eco friendly and providing a natural atmosphere for teaching and learning experience.
- The lecture theatres are spacious and well built. Fifteen hall type lecture theatres and five well equipped labs in which some lecture theatres are equipped with latest technology like projectors, echo proof, and rest among them are fully furnished with marker boards.
- Students are also encouraged to watch some documentaries for enhancing the learning viz Wi-Fi facilities which are provided to students for instant accessibility.
- The laboratories are equipped with resources for necessary procedures designed to dispense the practical knowledge. All safety measures are taken. Lab assistants are present during all sessions to provide necessary support. The labs are maintained in safe and hygienic manner.
- Few departments are equipped with required number of computers. Both students and teachers are given access to these computers.
- Several other facilities such as the seminar hall, conference hall are made available to the students to encourage them to participate in all events.

4.1.2

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

Response:

The institution utilizes a lot of its resources to provide an environment to its students where they are encouraged to indulge in sports and extra-curricular activities:

- College has a distinction of having a Health care center where students are provided basic first aid services.
- College is having two separate Gym centers for boys and girls where students work out daily to maintain their physique. This ensures them a holistic development and an all-rounded personality.
- Students are trained in sports under the guidance of qualified and specialized Teachers. The students utilize leisure hours constructively to develop their physical skills as well as explore their interests to find their passion.
- Students are selected through selection trials. They are trained and encouraged to participate in various levels of competition including intra college events, inter-university events, national events and international events. Intra-college events are also organized by the college to

encourage students to participate. All the Participants are awarded with participation certificates. Winner and runners-up teams are duly rewarded with shields and certificates.

ACHIEVEMENTS IN SPORTS:

1. The college has won Inter-College Volleyball Tournament (men) organized by University of Kashmir Srinagar (2017)
2. The college has won Shureeda Memorial Inter college volleyball Tournament (men) organized by Government Degree College Shopian Kashmir (2017)
3. The college has won Rasool Mir inter-college volley ball tournament (men) hosted by by this College itself in 2018.
4. One of our students Sapna Iqbal (B.A.3rd Sem) represents University of Kashmir in inter-university women's cricket tournament to be played at Rohtak (Haryana).
5. Irshad Ahmad Malik (B.A Ist sem) and Raja Moin (B.A.3rd sem) are representing University of Kashmir Volley Ball team at inter- university level.

CULTURAL ACTIVITIES

Our college has unique college Anthem in Urdu and Kashmiri language revealing our motto, history, location and future endeavors. The college has a well established cultural committee comprised of ten members which is fully mandated to organize a wide range of cultural events. The college provides all necessary support and refreshment to its participants.

4.1.3

Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 33.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 5

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 66.72

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
70.214111	42.69967	33.64736	42.68839	8.07922

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS)

Response:

No, however the automation process is in progress. We have already installed KOHA software on a Linux Machine. Both of these softwares are open source softwares. Currently we are configuring the KOHA software according to our needs. Simultaneously we are training our library staff on how to use different functionalities of the KOHA system. Books have been indexed program wise as well as subject wise. Complete automation of our college library is going to take a couple of months as the details of each book has to be filled in the KOHA system manually

4.2.2

Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Dooru town has been the epicentre of the historians like Mir Saadullah Shahabadi, Mullah Ahmad and mystic poets like Rasool Mir and Mahmood Gami. Currently the college does not possess any rare books, manuscripts or special reports. However the college administration has approached a number of prominent scholars, as well the kiths and kins of the past historians. The college administration is

currently negotiating the terms of the handover of the manuscripts to the college library. we have about to reach the agreement that College will keep the original files of rare books in the fire proof lockers, whereas the historians and other related persons will keep the xerox copies of the same. Moreover, a screening committee will be formed of the stakeholders which will check regularly the manuscripts.

4.2.3

Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4

Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.36

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.49986	2.18762	1.79935	0.31116	0.0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5**Availability of remote access to e-resources of the library****Response:** No**4.2.6****Percentage per day usage of library by teachers and students****Response:** 5.99

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 101

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure**4.3.1****Institution frequently updates its IT facilities including Wi-Fi****Response:**

College aims at providing the futuristic facilities to its students so that they can utilize these resources to reach greater heights. To enable this, the institution frequently updates its IT facilities to provide its students with the best of facilities. The college is facilitated with forty eight (48) computers that are accessible to the students as well as the teachers for academic and co curricular purposes. Printers are arranged in the office, exam cell and laboratories. Wi-Fi is available at various labs and staff rooms. Students are given limited accessibility to this facility The marks attained by each student after every examination is updated on the affiliated university website and all requisite information for admission to examination is done by its IT unit which is functional in our college. Information about upcoming events is available on the college website. Following the completion of the event, pictures and major features of the event are also uploaded for easy access. This allows the parents to be aware of the programs being conducted in college as well. The technology at college is constantly updated.

4.3.2**Student - Computer ratio****Response:** 34.21**4.3.3****Available bandwidth of internet connection in the Institution (Lease line)****Response:** <5 MBPS**File Description****Document**

Any additional information

[View Document](#)**4.3.4****Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** No**File Description****Document**

Facilities for e-content development such as Media Centre, Recording facility,LCS

[View Document](#)**4.4 Maintenance of Campus Infrastructure****4.4.1****Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 49.7**4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)**

2017-18	2016-17	2015-16	2014-15	2013-14
26.25983	13.88857	27.97039	45.12787	13.61208

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	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:

LABORATORY

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.
- Installation is done in the lab area in the presence of the concerned lab in-charge.
- 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.

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.
- Fire Safety equipment is maintained in labs as precautionary measure.

Maintenance

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.

LIBRARY

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.

Procedure of procurement of Books/Reports:

Initiation of Acquisition:

Concerned faculty recommends books to be procured in their respective subjects.

These requirements are endorsed by the concerned Head of the Department.

Invoice Processing:

- All indents made by the faculty are routed through the Convener (library Committee) for approval by the Principal.
- Reliable vendors are chosen based on their response to queries, availability of books and adherence to terms and conditions.

Circulation Policy:

- He/she can borrow one book on each card. Borrowing period is 15 days.
- Renewal is allowed, if there is no demand for the same book, from other readers.
- If the books are lost or damaged, the borrower has to replace a new copy of the same. In case the new copy is not available in the market the borrower has to pay double the price of the book to the college.

Library Rules & Regulations:

- Students are instructed to maintain silence in the library premises.
- The college Library works on all working days between 10:00 am to 4:00pm.

- Two books will be issued to each student at given time.
- Books are to be returned on or before the due date

SPORTS

A meeting is held on the prior to academic session. Issues like the following are discussed in these meetings:

Procurement process

The college requires sporting gear for all the sports practiced. It follows the given procedure to procure the same:

- A list of the required sports equipment is prepared by the concerned Department for each academic year separately.
- On approval, a purchase order is placed to a supplier.
- On receiving the materials, the same are entered in the stock register after verification of the invoice with material supplied.

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 the last five years

Response: 5.38

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

2017-18	2016-17	2015-16	2014-15	2013-14
19	10	00	226	71

File Description

Document

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

[View Document](#)

Any additional information

[View Document](#)

5.1.2

Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 2.52

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
114	0	60	5	0

5.1.3

Number of capability enhancement and development schemes –

1. For competitive examinations

2. Career counselling**3. Soft skill development****4. Remedial coaching****5. Language lab****6. Bridge courses****7. Yoga and meditation****8. Personal Counselling****Response:** E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4**Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years****Response:** 1.57

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	100	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5**Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**

Response: 1.08**5.1.5.1 Number of students attending VET year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	62	00	00

File Description**Document**

Details of the students benefitted by VET

[View Document](#)**5.1.6****The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases****Response:** Yes**File Description****Document**

Details of student grievances including sexual harassment and ragging cases

[View Document](#)**5.2 Student Progression****5.2.1****Average percentage of placement of outgoing students during the last five years****Response:** 0**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description**Document**

Details of student placement during the last five years

[View Document](#)**5.2.2**

Percentage of student progression to higher education (previous graduating batch)**Response:** 8.51

5.2.2.1 Number of outgoing students progressing to higher education

Response: 04

File Description**Document**

Details of student progression to higher education

[View Document](#)**5.2.3**

Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 61.33

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

2017-18	2016-17	2015-16	2014-15	2013-14
1	4	3	1	2

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	03	1	10

File Description**Document**

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

[View Document](#)

Any additional information

[View Document](#)**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) during the last five years.

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

5.3.2

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Yes, there is presence of an active Student Council in our College in the form of “Course Review Committee”. It comprises of three faculty members, two class representatives (CR) of each section of the class {one male and one female} and the Principal acting as Chairman of the committee. The main function of the committee is to look after the problems, students facing in the classes and completion of the syllabus in time. The class representatives of each class have direct access to Head of the Institute to report any kind of problem on behalf of the students. Besides, there is a good representation of students in college committees to enhance the participation of students in sports, cultural activities, debates & seminars etc.

5.3.3

Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 2.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	1	3	3

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1

The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Alumni Association of this college is in the process of registration. Fortunately, two faculty members on permanent basis are the Alumni of this Association. They in association with the other Alumni members are very much serious to contribute to the overall development of this institution in best possible manner. Seeing their seriousness, the College Administration is sanguine that the registration process and the formal meeting of Alumni will take place during the current financial year.

5.4.2

Alumni contribution during the last five years(INR in Lakhs)

Response: 1 Lakh - 3 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3

Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

VISION:

- To emerge as a premier institution of academic excellence and torch-bearer in quality education.

MISSION:

- Strive for intellectual and moral empowerment of all stakeholders of the institution.
- Promoting discovery and application of knowledge through cooperation and collaboration.

To formulate the 'Vision and Mission "Draft" a round table discussion under the chairmanship of principal with all the faculty members was organized in the college conference hall. As many as six teams of the faculty members were framed with the directions to submit their proposed vision and mission statements within a week's time.

After the submission of the draft statements by the respective Groups, another exhaustive discussion meet was held at the same venue. During the session, the groups were asked to justify their responses. Subsequently, besides the Principal, all the faculty members showed consensus on the aforementioned draft which is all-encompassing in terms of management, aims, plans, programmes and executions thereof.

6.1.2

The institution practices decentralization and participative management

Response:

The college delegates authority and provides operational autonomy in all areas of academic performance, decision making and implementation of plans and policies in curricular programmes.

- The Principal provides freedom to departments, librarian, college office, and various committees.
- The Principal permits the HODs and staff members in performing freely in the academic activities and administrative programmes such as Departmental activities, distribution of workload, various academic programmes, conducting the Departmental tests, teaching and learning process and evaluation regularly.
- The college provides autonomy to organize competitions, guest lectures, seminars, conferences, workshops, and faculty development programmes by inviting external experts and resource

persons.

- Also gives autonomy in organizing and participating in various competitions.
- Through effective decentralization, the institution practices successful delegation and enhances the productivity of the college. Through participative management, each person in charge handles their allotted activity and ensures its complete and constructive delivery.

Enclosed: Committee List

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

Perspective/Strategic plan and Deployment documents are available in the institution

Response:

- The institution has a formally stated quality policy. The quality policy of the college is reflected in vision and mission of the college.
- The college continuously strives hard for assuring quality in all activities and encourages improving and uplifting students through quality education. It is driven by offering financial support to students, creating more infrastructural facilities, introducing innovative teaching and learning resources with LCD, ICT tool and personality development programmes.
- The institution motivates for better planning, implementing and enhancing the quality in all academic and administrative activities.
- The institution constantly and continuously reviews the academic performance, semester exam results, pass percentage, rank holders and talented eminent students through curricular, co-curricular, extracurricular activities, competitions, social service, and extension activities.
- The institution has created meaningful, remarkable plans and policies to achieve the goal and mission of the college. Efforts are made to afford and fulfill the requirements as per modern trends.

6.2.2

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Response

Higher Education Institutes in J&K are governed by Academic and Administrative bodies simultaneously. At Administrative level the organogram consists of Chief Minister, Minister of Higher Education, Commissioner Secretary, Director Colleges, and principals of the concerned colleges. It has multifarious tasks to perform from planning to monitoring and evaluation of the functioning of all institutions under its domain. The body meets regularly twice a year in general and few more times on need basis. Decisions like introduction of new courses, closure of existing courses, construction of new blocks, enhancement of physical facilities and other initiatives for improvement of the institution are taken if necessary. Whereas, at Academic level the hierarchy consists of State Governor as Chancellor, Chief Minister as Pro-Chancellor, Vice-Chancellor, Dean Academics, Dean College Development Council, Board of Studies and Principal. Furthermore, faculty members report to concerned HoDs and the Heads in turn report to the principal.

Recruitment procedure, Service rules and promotional policy have been formulated as per the guidelines of competent authorities mentioned in various regulations outlined by UGC New Delhi & Civil Service Rules framed by General Administrative Deptt. Govt of J&K. An Annual performance index (API) already exists for promotion of the staff. A Grievance Redressal Committee is also in place.

Organisational structure attached as PDF File in additional information.

File Description	Document
Any additional information	View Document

6.2.3

Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**
- 5.Examination**

Response: B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4

Effectiveness of various bodies/cells/committees is evident through minutes of meetings and

implementation of their resolutions**Response:**

Various committees/cells/bodies have been constituted as per the requirements to examine the various administrative operations in the Institution.

- 1.IQAC & NAAC
- 2.General Advisory Committee & NSS Advisory Committee
- 3.Purchase Committee
- 4.Library Committee
- 5.Development & Construction Committee
- 6.Admission & Work Load Committee
- 7.Examination Coordinators & Assistants
- 8.Excursion & Transport Committee
- 9.Health Care Committee
- 10.Scholarship/Financial Aid/SC/ST/Minority/OBC Committee
- 11.Sports Committee
- 12.NSS Wing
- 13.Debates & Seminars Committee
- 14.Career Counselling Committee
- 15.UGC & RUSA Committee
- 16.Magazine Committee
- 17.Discipline & Anti-Ragging Committee
- 18.Canteen & Protocol Committee
- 19.Committee Against Sexual Harassment & Grievance Redressal
- 20.Stock Verification Committee
- 21.In-charge Time Table
- 22.In-charge Court Case & Legal Services Awareness Cell
23. Committee for IT Cell, Smart Class Rooms, Conference Hall & Website
- 24.Local Fund Committee
- 25.Women Development Cell
- 26.Auction Committee
- 27.Cultural Committee

Members of these bodies meet as per the formulated schedules and requirements. In addition, the Principal may call for a meeting of any committee at any time on need basis.

The minutes of all meetings are recorded and the action as warranted is followed.

Committee List Attached as Additional Information.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

Institution has effective welfare measures for both teaching as well as non-teaching staff. The institution recognizes their hard work and acknowledges their needs and requirements. Performance of each member of the faculty as well as of the non-teaching staff is evaluated through APR (Annual Performance Report) by the administrative head of the institution. These performance parameters are attendance, semester-end results, paper presentation, workshops, conferences, seminars, participation in various academic and non-academic activities of the institution.

The faculties of the institution are facilitated to attend various professional development activities throughout the academic year.

Winter and summer vacation of fifty and ten days respectively is given to almost entire faculty as per the norms outlined by J&K Higher Education Department. Flexible work hours are also permitted with personal difficulties if any thereof. In addition to that, a Grievance Redressed Cell is formed and all faculty concerns are addressed.

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years

[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

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff

[View Document](#)**6.3.4****Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years****Response:** 5.28

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	01	00	03	01

File Description**Document**

Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).

[View Document](#)

IQAC report summary

[View Document](#)

Details of teachers attending professional development programs during the last five years

[View Document](#)**6.3.5**

Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has a well-developed performance appraisal system which is based on two main variables a) functions b) behavior.

Functions:

Under the first category, J&K Higher Education Department has outlined certain parameters to quantify the performance of an employee on the basis of APR and API. These two indicators scrutinize an employee based on his/her teaching skills, participation in various institutional activities, and conferences/workshop are given due weightage. The overall capability of an employee to do his/her job effectively while enriching the academic experience of the students is also examined and rated.

Behaviour:

The second category consists of an employee's behavior. Under this category, an employee's demeanor is evaluated. An employee's behavior becomes very important along with qualification and effectiveness. Therefore, his/her behavior is monitored and examined duly. An employee's punctuality, grooming, obedience, and dedication are among many other parameters under which he/she is evaluated.

After taking into account all the above-mentioned criteria, a final report is drafted in response to the proposal submitted by the employee. This report finally leads to an increment which can be claimed by the employee. In case an employee is not satisfied with the decision of the institution he/she has the right to raise a grievance which is duly addressed and acted upon.

6.4 Financial Management and Resource Mobilization

6.4.1

Institution conducts internal and external financial audits regularly

Response:

All account books are maintained by the accountant as per the norms laid down by the J&K Finance Department. The college has a Finance Committee which includes accountant to monitor/audit the income and expenditure. The wings of Government Finance Department namely, Department of Treasuries and Accounts and, Audits and Accounts also audit the college books of accounts as per their own rules and regulations.

All purchases are made by the college through Purchase Committee of the College after completing all codal formalities. The payments to the concerned suppliers are made online. In addition snap audits are also conducted by the aforementioned Departments of J&K Government.

Besides, the grants received from Central Government are audited by reputed/registered Chartered

Accountant as and when needed.

File Description	Document
Link for Additional Information	View Document

6.4.2

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3

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

Response:

In every Financial Year, the College submits the budget estimates to the Administrative Department for approval which includes salary and other expenditure needed for the college like allocation for maintenance of physical infrastructure, academic activities, books, machinery and equipments, material and supplies etc etc. In addition, the DPRs for augmentation of physical infrastructure are also submitted to the Planning wing of the Administrative Department for Accord of Administrative Approval and funds thereof. The College Administration ensures the maximum possible utilisation of all the allotted funds during a Financial Year.

Moreover, the Admission Fees prescribed by the affiliating university and the Administrative Department is deposited by the students under various heads. The said fee is utilised by the College Administration under proper appropriation throughout the Academic Year. However, if some residue remains the same is used in the subsequent Academic Year.

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 Internal Quality Assurance Cell was established on 20-08-2014 to monitor the quality of services being provided by the institution. An IQAC committee was formed and approved by the administrative body of this college to take care of quality assurance strategies and processes. The College is committed to continually improve the infrastructure, enhance the faculty competencies and empower the students to self-learning. The IQAC enables the institution to focus on this mission.

Reviewing of the quality/policy is done once in every six months generally at the start of the session or as and when required by the IQAC committee. Parameters related to the enhancing of the quality of the institution like innovations and various other related aspects are considered after the approval from IQAC Committee.

Example 1. Training development to the faculty:

The institution pays lot of attention towards the enhancement of quality of its product. Through years of progress, it has encouraged a good number of its faculty to attend various workshops, orientation/refresher courses without their salary cut. In addition to this, various activities are under consideration which constantly reinvents and innovates itself to comply with the need to maintain high quality education.

Example 2. On the recommendations of IQAC the institution took the matter of infrastructural development with the Administrative Department in the form of DPRs for Science Block, Lecture Block, Fencing of the Campus and Students' Waiting Shed. This is a result of efforts of IQAC that the college is being fenced currently and Students' Waiting Shed also is in the final stage of completion. The construction of Science Block to the tune of Rs 866.27 Lacs and Lecture Block to the tune of 273.96 Lacs and Repairs and Renovations of the existing building of the college to the tune of Rs 9.5 Lacs are in the final stages of Accord of Administrative Approval (AAA).

A batch of 62 students has been imparted Computer Literacy during the 2016 winters.

Recently two Vocational Courses under RUSA namely Domestic Data Entry Operator & Accounts Executive have been offered to the students. Moreover, as per the previous NAAC recommendation Certificate Course in computers has been offered to the students so that computer literacy is obtained in a structured way.

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**Response:**

The IQAC is also monitoring the teaching-learning process, structures and methodologies of operations and learning outcomes periodically. For this purpose, the IQAC meets regularly to check and review the extent of syllabi completion and methodologies of operations vis a vis use of audio-visual and other electronic/digital tools. The Cell also suggests the means and ways to improve the system of teaching and learning by recommending the purchase of required digital/modern gadgets/tools.

Example 1.: Establishment of Smart Classroom II in 2015.

Example 2.: On 25-06-2017 a meeting of IQAC members under the chairmanship of Principal was convened wherein a resolution impressing all the teaching faculty for the arrangement of extra classes to ensure syllabi completion 15 days prior to the commencement of exams was passed.

6.5.3**Average number of quality initiatives by IQAC for promoting quality culture per year**

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description**Document**

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)

6.5.4**Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**

4.ISO Certification**5.NBA or any other quality audit****Response:** D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5**Incremental improvements made during the preceding five years (*in case of first cycle*)****Post accreditation quality initiatives (*second and subsequent cycles*)****Response:****For first cycle—**

- Establishment of two smart classrooms and one conference hall.
- Construction of two gym centres—one each for boys and girls.
- Construction of student waiting shed.
- Fencing of college compound.
- Three Months Certificate Course in Computer Applications and English Language.
- Administrative approval awaited for construction of Science Block, Lecture Block, and Repairing & Renovation of Main Block.
- Procurement of additional land in process with the Revenue Department.
- Introduction of two Vocational Courses under RUSA namely Domestic Data Entry Operator & Accounts Executive.
- Construction of Cricket Practice Pitch.
- Construction of courts for games like Badminton & Volleyball both for boys and girls.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Number of gender equity promotion programs organized by the institution during the last five years

Response: 1

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

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

1. Safety and Security

2. Counselling

3. Common Room

Response:

Safety and security of students is a prime concern for the College. The College provides and promotes gender sensitivity by counseling both male and female students about the role of safety and security in empowerment and mainstreaming in general and that of female folk in particular. The College has constituted Women Development Cell for sensitizing the students by counseling them about their legal and social rights and obligations in relation with safety and security of both the genders. The College is keeping a vigil on the activities of students so as to provide a safe and secure environment especially for female students of the college. Both male and female students are encouraged to report any case of stalking, eve-teasing or harassment with Committee Against Sexual Harassment and Grievance Redressal. The separate GYM Centres for boys and girls are utilized as common rooms as well.

7.1.3**Alternate Energy initiatives such as:****1. Percentage of annual power requirement of the Institution met by the renewable energy sources****Response:** 38.1

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 96

7.1.3.2 Total annual power requirement (in KWH)

Response: 252

File Description**Document**

Details of power requirement of the Institution met by renewable energy sources

[View Document](#)**7.1.4****Percentage of annual lighting power requirements met through LED bulbs****Response:** 65

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 195

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 300

File Description**Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)**7.1.5****Waste Management steps including:**

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The outcome of human consumption activities is the production of wastes in different forms which directly or indirectly affect the quality of the environment. Management of the waste is important for preserving and conserving the environment of the College Campus. There is a rule in Environmental Sciences called 3R's for waste management: Reduce, Reuse, and Recycle. We sensitize the students about the consequences of over-exploitation of natural resources and their implications on human life as well as the ways by which we can minimize this over-exploitation of our natural resources by focusing more on re-use and recycling of bio-degradable resources such as compost making. To materialize this aim, students are advised to dispose of the different types of wastes such as metals, plastic/polythene, bio-degradable in their respective dustbins that are placed in the College at convenient places. The students are also encouraged to adopt the role of torchbearers in sensitizing family members, community and the society as the whole regarding issues and concerns of our environment especially waste management.

7.1.6**Rain water harvesting structures and utilization in the campus****Response:**

Our College is situated near the famous spring Verinag which is the main source of the famous river Jehlum and as such has abundant portable drinking water which is used for both drinking and other purposes such as watering of parks, ground etc. Still realizing the need for conserving this resource, the College is planning to develop a mechanism for rain harvesting through Water Shed Management in future. The installation of channels all around the edges of roofs to collect the rainwater and construction of a large tank to store the collected water will form part of the plan.

7.1.7**Green Practices**

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:**1. Using bicycles**

Since the catchment area of the College falls in the hilly zone of the Kashmir Division thus making it difficult to use the bicycle.

1.Public Transport

Majority of the students and staff of the College make use of public transport to reach the town headquarters which is at a distance of 1.5 km from our College. The distance from town headquarters to College is pedestrian friendly and is preferably covered by foot by both staff and students.

1.Plastic-free campus

There are strict restrictions on the use of plastic in the College Campus. Every effort is made especially by the NSS Units of the College to sensitize the students about the hazards of plastic use. They are encouraged to make the campus plastic free by avoiding its use and making use of alternatives such as jute bags.

1.Green Landscaping with trees and plants

The location of our College is best suited for developing green landscape with trees and plants. The lush green forest cover viewed from the front, right and backside of the college is a testimony to the fact that land is fertile enough to develop the green landscape. The College has made number of efforts to achieve this aim such as celebrating 21st March as World Arbor Day every year, planting the sapling of Conifers in collaboration with District Forest Department, planting the world famous Chinar trees and Cupressus on the sides of road inside the college. The college has also reserved space for Botanical Garden.

7.1.8**Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

Response: 0.03

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.045	0.033	0.017	0	0

File Description**Document**

Details of expenditure on green initiatives and waste management during the last five years

[View Document](#)

7.1.9

Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 3

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11

Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 4

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	0	1	0

File Description	Document
Report of the event	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal / Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13

Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14

The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15

The institution offers a course on Human Values and professional ethics

Response: No

7.1.16

The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description**Document**

Provide URL of supporting documents to prove institution functions as per professional code

[View Document](#)

7.1.17

Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 4

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	0	0	0	0

File Description**Document**

List of activities conducted for promotion of universal values

[View Document](#)

7.1.18

Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Celebration of festivals and birth and death anniversaries of great personalities is important part of the culture of any society. Our institution also organizes national festivals and birth/death anniversaries of great personalities who have contributed in what Indian society is at present. Our institution participates in celebration of important national festivals such as Holi, Diwali, Dussehra, Eid, Gurupurab, Budhpurnima, Christmas etc. Our institution also celebrates the important landmarks such as Independence Day and Republic Day. Besides this, the birth/death anniversaries of great personalities of our nation such as Gandhi Ji as Gandhi Jayanti, Pandit Jawahar Lal Nehru as Children's Day, Moulana Azad as Education Day and Dr. B.R. Ambedkar.

7.1.19

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Yes, our institution maintains complete transparency in its financial, academic, administrative and auxiliary functions. All the financial transactions are done online with proper verification followed by documentation. To manage the funds of the college properly, a number of accounts pertaining to their relevant heads were opened and proper record of each account is maintained. As the institution is affiliated to the University of Kashmir where all the information related to academics ranging from admission to examination is notified online as well as offline both at University as well as the College. The head of the institution is very strict in the execution of rules related to the administration of the College. He believes in team work. There is no discrimination on grounds of gender, religion or caste in allocation or exemption from duties. There are the number of committees that execute the number of auxiliary functions of the College such as Health Committee, Protocol Committee, Sports Committee, Scholarship Committee, etc. All the conveners and co-conveners along with the members of their respective committees convene meetings at regular intervals and take actions as and when needed. They keep the proper record from notification of the meeting to action taken on the resolution passed in the meetings.

7.2 Best Practices

7.2.1

Describe at least two institutional best practices (as per NAAC Format)

Response:

Title of the Practice: Encouraging students to participate in extra-curricular and extension activities

Objectives of the Practice: Participation in extra-curricular and extension activities helps in physical, mental, intellectual, social, moral and aesthetic development of the students. It facilitates the development of a fit and healthy body, skill, self-confidence, creativity, team spirit, positive thinking, leadership, value adherence and motivation for learning. Keeping in mind the importance of

participation in extra-curricular activities, the following objectives were set to carry out the practice:

1. To provide equal opportunity to students to participate in extra-curricular activities
2. To inculcate among students the values of fitness and health, creativity, self-confidence, qualities of leadership and team spirit
3. To help students become valuable assets to society as a sportsperson, leader and an intellectual.
4. To engage them in extension activities covered under National Social Service (NSS)
5. To mould students to be fruitful and peace-loving citizens

The Context: Encouraging students to participate in extra-curricular and extension activities provides them an opportunity to learn skill and training so that they will be able to find placement in government or private sector or will start their own business ventures. Students who participate in such activities become aware of the issues and challenges of society. Involvement in such activities also helps the students to develop a positive mindset and protect them from becoming members of deviant groups. Being a part of a society that largely remains disturbed due to conflict, involving youth in extra-curricular and extension activities will lessen the frustration and stress of students.

The practice: The overall development of a personality is achieved through academics as well as participation in extra-curricular activities. Extra-curricular activities range from athletics, sports such as cricket, hockey, volleyball, football, cycling, gymnastics, trekking, table tennis, wrestling, debate, seminar, quiz competition, essay writing, painting, singing, dancing etc. A great career can be achieved with a balanced lifestyle when a person is involved well in extra-curricular activities apart from regular academics. Participation in extra-curricular and extension activities boost up the self-esteem of a person which in turn brings a level of confidence to face the academic examination. Skill and training learned during extra-curricular and extension activity such as managing time, the organization of things, team building, planning, commitment, and social responsibility etc. help them to apply them in the classroom as well as in their day to day life. They are better at expressing themselves. So far as participation in extra-curricular activities in the context of higher education is concerned, there are special quotas which are applicable to students who have performed well in extra-curricular activities especially in admission to higher studies, government jobs, and related sectors. The College has two NSS units that are assigned the duty of carrying out extension activities. Students registered as NSS volunteers are involved in the number of extension activities such as sanitation drive, conservation of water bodies, Swacch Bharat Abhiyan, awareness about the social problem such as gender inequality, drug abuse etc., AIDS and lifestyle diseases. Involvement of students in such activities sensitizes them regarding the issues and challenges of the nation and encourages them to take the responsibility as the citizen to help in building this nation.

Evidence of success: The College has achieved many a milestone in the field of participation in extra-curricular activities both at college and university levels. The college athlete team that participated in Annual Inter-College Road Race organized by Directorate of Physical Education and Sports, University of Kashmir succeeded in achieving positions among the first top ten winners. The College Volley Ball team won the Inter-College Volley Ball Tournament organized by Directorate of Physical Education and Sports, University of Kashmir by defeating volleyball team of Government Degree College, Bijbehara. Two players of our College Volley Ball Team were selected to play in Inter-University Volley Ball Tournament. Our volleyball team outclassed volleyball team of Government Degree College, Pulwama to clinch the title of "Prof. Shureeda Memorial Inter-College Volley Ball Tournament" organized by Government Degree College, Shopian. Other than participation in sports, students of the College brought laurels in the field of debate as one of the students of the College won 2nd prize in Inter-College Debate

entitled “Social Media: Boon or Bane” and another won the 1st prize in South Kashmir Inter-College Debate entitled “Has Modernization Enriched our Culture” organized by Government Degree College, Kulgam. Besides, one of our students won the special prize in Poster and Collage Competition organized by DSW, University of Kashmir, Srinagar on the theme entitled “Youth Building Peace”.

Problems encountered and resources required: The College faced the number of problems while designing and implementing the practice. The first challenge in the execution of the practice is the inclement weather that sometimes disturbs the schedule of activities especially pertaining to outdoor games. Another challenge faced by the institution is the disturbances due to the prevailing conflict that often forces the organizing bodies to cancel and reschedule the programme. The College doesn't have sufficient land for cricket and hockey ground. All co-curricular activities such as debates, seminars, and quiz competitions are carried out in a conference room. To successfully implement the practice, the College should be allocated more land for ground, auditorium, indoor stadium, and gym centers. The College has already requested the State authorities to grant approval for aforementioned ventures.. Students who participate in sports and co-curricular activities need to be facilitated by rewarding their merit not only at College but also at University and State level.

Notes (Optional): Institution provides ample opportunities for students to participate in sports and extra co-curricular activities. Students are encouraged to participate in each and every activity whether organized within or outside the college. Our institution recognizes the participation of the students by rewarding their contribution by honoring them with rewards such as cash, trophies, medals, and certificates whether in the field of race (road and cycle), volleyball, cricket or in cultural activities such as essay writing, collage, painting, debate and seminar, Qawali etc. Our institution also rewards the hard work of toppers in each stream so far as our academics are concerned.

Best Practice 2:

Title: Internal Autonomy to College Committees in Organization and Functioning.

Objectives of the Practice:

Our college believes in the thought that internal autonomy is directly correlated to the efficiency of the institution. Internal autonomy, manifested in decentralized decision making, allows faculty members to bring their diverse experience and knowledge pool on different goals set.

- To give more autonomy to the college committees to see off the monopoly and to ensure that the committees can take vital/ fruitful decisions independently.
- To achieve goals set in a highly efficient and time-bound manner.
- Achieve harmony and synchronization by cross-representation of faculty members in different committees.

The Context:

In most of the colleges, the committees are steered by the head of the institution with the members having a little or no say in the matters of concern. This creates a monopoly and the diversification of ideas to reach a good decision is curtailed. In the process it also limits innovation. This monopoly affects

human relationships and hence limits effective functioning. The decentralized decision making has over a period of time, as in case of USA and Canada, allowed institutions to deal with local issues locally.

The Practice:

Autonomy in case of Indian Higher Education stands for an attempt at self-correction. Any public institution is committed to the constitutional ideals of scientific temper and spirit of enquiry. By facilitating easy decision making an institution becomes ground for democratic training. Considering that India has diverse population composition at different levels, autonomy as a guiding principle will associate more people with decision making.

The Ministry of Human Resource Development, that oversees Higher Education in India strictly believes in linking “autonomy with quality”. It is pertinent to mention that all the institutions that have been given some sort of autonomy ranked well in the recent National Institutional Ranking Framework (NIRF). These institutions include IISC-Bangalore, IIT Kharagpur, Jawaharlal Nehru University, and University of Hyderabad etc.

At our institutional level, we practice this autonomy well. The convener of each and every committee is granted freedom and liberty to conduct meetings and take action on the resolution passed in such meetings as and when needed. In the meetings, the views of all the members are given due consideration. The minutes of the meeting are circulated among the members after meeting so as to have their final say. All these committees work in cooperation with each other not only to help in the smooth functioning of the college but also to develop team spirit.

Evidence of Success:

- The work culture of the college has shown a nimble drift towards positivity. With the interdependence of the committees, the college has moved from multi-disciplinary to the inter-disciplinary course of action. The transparency has increased and the number of college activities has also improved with the quality component as well.
- We, as a result, have been able to arrive at quick decision making. Cases in front of committees, like Debates/Seminars, Admissions, etc are dealt with promptly.
- As a result of autonomy, we have been able to associate students of different social bases with the different activities of the college.
- Autonomy overall has helped in reducing the issues of contention between the faculty and the head of the institution.

Problems encountered and Resources Required:

So far, no avoidable fault has been seen in this practice and the college has fully internalized it.

7.3 Institutional Distinctiveness

7.3.1

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Promoting academic excellence and quality education is enshrined in the Vision, priorities and thrust area of the institution. Our institution makes every effort to promote academic excellence by rewarding the toppers in each stream every year. The college has constituted a Guidance and Counseling Cell to help students to realize their dreams in academic or non-academic fields. The head of the institution makes every effort well in advance to engage staff other than permanent to cater to the needs of the students enrolled in different stream. To broaden the horizon of knowledge of students and faculty members, Institution provides equal opportunity to all to participate in events organized within or outside the college either by the college alone or in collaboration with other organizations through NSS/Red Cross. Our Institution makes every effort to enlarge the infrastructural base and other facilities such as additional lecture block health centre, library, science block, classroom block, canteen and sports ground that directly or indirectly help in promoting academic excellence and quality education.

5. CONCLUSION

Additional Information :

The college pledges to provide education in the futuristic manner by laying as much stress on extra-curricular activities as on academic domains. The college has two NSS Units working in tandem, with one of them having completed Swachh Bharat Summer Internship this year. The college team was also adjudged as one of the three topmost performers at the state level. Two trekking expeditions were held this year. International Yoga Day was celebrated among other days of national and international importance. A fortnight was dedicated to spreading knowledge about Gandhian ideals on the eve of 150th day birthday celebration of Mahatama Gandhi in which both the staff and the students shared their ideas related to the topic.

The college has undertaken many projects, which are either completed or close to completion, like Student Waiting Shed and the boundary wall which are near completion. For further augmentation of infrastructure, the projects like construction of a science block, eight-room lecture block and renovation and repair of the main college building have been taken up with the administrative department. The college administration is sanguine that these projects will be approved very soon. The college has taken up the land-expansion of the present campus with the state revenue department and has requested the administrative department for creation of more teaching positions. With these initiatives, the college administration can introduce new subjects and streams in near future.

Several vocational and certificate courses have been introduced this year itself. These include a course titled Domestic Data Entry Operator (DDEO), Accounts Executive (AE) and a certificate programme on Computer applications.

Concluding Remarks :

The institution is on right track vis-a-vis its Vision and Mission with highly reputed faculty. This faculty has deep commitment to provide outcome based education to the students. The college is up for the provision of an inclusive environment to serve the diverse needs of the students and staff. The college has enough potential to cater the needs of higher education of the catchment area.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.4.2	<p>Feedback processes of the institution may be classified as follows:</p> <p>Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website</p> <p>Answer After DVV Verification: B. Feedback collected, analysed and action has been taken</p>																				
2.3.3	<p>Ratio of students to mentor for academic and stress related issues</p> <p>2.3.3.1. Number of mentors</p> <p>Answer before DVV Verification : 45</p> <p>Answer after DVV Verification: 45</p> <p>Remark : Documents uploaded.</p>																				
2.4.4	<p>Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years</p> <p>2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	0	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	0	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	0	0	0																	
3.5.1	<p>Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years</p> <p>3.5.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>13</td> <td>2</td> <td>2</td> <td>6</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>5</td> <td>0</td> <td>1</td> <td>2</td> <td>2</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	13	2	2	6	4	2017-18	2016-17	2015-16	2014-15	2013-14	5	0	1	2	2
2017-18	2016-17	2015-16	2014-15	2013-14																	
13	2	2	6	4																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
5	0	1	2	2																	

Remark : HEI input edited according to provided documents.

4.2.6 Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year

Answer before DVV Verification : 101

Answer after DVV Verification: 101

Remark : Documents uploaded.

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

5.1.5.1. Number of students attending VET year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	62	00	00

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	62	00	00

Remark : Documents uploaded

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Answer before DVV Verification : Yes

Answer After DVV Verification: Yes

Remark : Documents uploaded.

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education

Answer before DVV Verification : 04

Answer after DVV Verification: 04

Remark : Documents uploaded.

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
01	04	02	0	06

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	4	3	1	2

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	03	1	10

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	03	1	10

Remark : Documents uploaded.

6.2.3 Implementation of e-governance in areas of operation

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

Answer before DVV Verification : A. All 5 of the above

Answer After DVV Verification: B. Any 4 of the above

Remark : HEI input edited according to provided documents.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
00	02	00	00	00

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

7.1.8	<p>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years</p> <p>7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0.36363</td> <td>0.65089</td> <td>0.34452</td> <td>0.55891</td> <td>0.92999</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>0.045</td> <td>0.033</td> <td>0.017</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : HEI input edited according to provided documents.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	0.36363	0.65089	0.34452	0.55891	0.92999	2017-18	2016-17	2015-16	2014-15	2013-14	0.045	0.033	0.017	0	0
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2017-18	2016-17	2015-16	2014-15	2013-14																	
0.045	0.033	0.017	0	0																	

7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>1</td> <td>0</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	6	1	0	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	2	1	0	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	1	0	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
2	1	0	0	0																	

7.1.11	<p>Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)</p> <p>7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>1</td> <td>0</td> <td>1</td> <td>1</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	6	1	0	1	1	2017-18	2016-17	2015-16	2014-15	2013-14					
2017-18	2016-17	2015-16	2014-15	2013-14																	
6	1	0	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	

3	0	0	1	0
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7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Answer before DVV Verification : Yes

Answer After DVV Verification: Yes

2.Extended Profile Deviations

Extended Profile Deviations

No Deviations