



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVT. DEGREE COLLEGE FOR WOMEN, PULWAMA**

**PULWAMA, JAMMU AND KASHMIR  
192301**

**[www.gdcwpulwama.edu.in](http://www.gdcwpulwama.edu.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**November 2018**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Govt. Degree College for Women, Pulwama has been established in 2008 and started its journey from Govt. Boys College, Pulwama, then in Govt. Girls Higher Secondary School, Pulwama and presently has its own campus of 64 Kanals away from the hustle and bustle of the District Headquarters located in an open space but well fenced. The college has a very good looking building with a good number of classrooms, laboratories, library and other infrastructural requirements as per the demands of students and staff. The college had a meagre strength till last year because of small academic flexibility but with the introduction of Science Stream and many subjects in Humanities stream, the strength is rapidly increasing. An intricate network of roads and railways, bypasses enable students and teachers to attend this college from Semi Urban areas as well. The students approaching in a particular uniform define their identity towards college and give a good impression of Women Empowerment.

### **Vision**

#### *Strive to be*

- An Institution of Academic excellence
- Centre for women emancipation & empowerment

### **Mission**

- Develop enlightened and socially responsive individuals
- Provide contemporary education through technology, inculcate entrepreneurship skills
- Develop all round personality of the students with emphasis on humane & pluralistic values

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### **Institutional Strength**

1. The college has a very congenial atmosphere where every person associated with the college has belongingness towards the college.
2. The college has vast campus and a good number of washrooms to cater to the needs of the students.
3. The college has a very good play ground and a separate Gym Centre.
4. The college has a smart classroom.
5. The college has active NSS Wing comprising of two units.

6. Lady attendants are available to attend the ailing students and female staff.
7. Physiological/Psychiatrist counselor interacts with the students.
8. The college has Biometric Verification Attendance for staff.
9. The college has transparent way of deposition of fee and no cash transaction takes place in the office.
10. The construction of Girls Hostel under PMDP is going on in the campus.
11. The college has a very good academic flexibility.

### **Institutional Weakness**

1. Commensurate to the increase in the strength, the accommodation is small.
2. The college is yet to receive any grant in aid from UGC for the development of labs and sports infrastructure.
3. The college is without any multipurpose Auditorium.
4. No self-financing course is offered by the college till date.
5. Number of titles in the library is not enough because of low funding.
6. Number of sanctioned posts is small.
7. The college has to pay from the college local fund/Pool fund for the salary of the full time teachers working on academic arrangement.

### **Institutional Opportunity**

1. To provide education to the girl students without caste, creed, religion and economic status.
2. The college organizes seminars on Humanitarian Rights and Gender Equality.
3. The college organizes seminars with emphasis on Women Empowerment.
4. The college has introduced sciences (Medical & Non-Medical) last year and commerce and 8 new subjects this year.

### **Institutional Challenge**

1. Infrastructure constraint in terms of additional academic block
2. Introduction of women studies department in integrated courses
3. Constant repair and the maintenance of the infrastructural facilities and the building
4. Increase of the research facilities in the college
5. Persuading the young students for the research in the college.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Implementation of the curriculum by the college is done by introducing the students and the stake holders to larger mission and wider vision. The mission and vision define the purpose of establishment of the college. The vision and the mission of the college greet the students just on the main gate before entering in the college premises. The college website and the college magazine open with the prominent display of college vision to impart higher education. The mission of the college is to impart quality education for becoming educated responsible citizens and realize their position as independent women in the society. Academic calendar is strictly followed besides classroom teaching. Special lectures, seminars etc. are very well planned. The time table is meticulously framed so that the students do not find any clash on their academic side. The IQAC facilitates the organization of various extension and co curricular activities and fostering of communication and computer skills to the students of the college. Teachers receive procedural and practical support from the college and university in curriculum. The college website is linked to the university website for the syllabi and other academic information.

### **Teaching-learning and Evaluation**

The core activity of the college is teaching, learning and evaluation, which is justified by excellent academic results (overall 85% success rate). Good attendance of the students in the classes forms a vibrant interaction between teachers and learners. In this process both the teachers and learners engage in the dynamics, the pursuit of knowledge being the common goal. Besides the academic core courses, the students have to select electives and skill based courses as per CBCS. The students participate in a team work in the NSS and co curricular activities. The evaluation of the internal assessments of the students is done both on the basis of the performance in the lab and the attendance. The internal assessment results are uploaded so that the results of the students are declared well in time. Analyzing the inputs given by the students from the feedback system helps the teacher to improve his teaching methodology. The equipment and the necessary lab materials are purchased for the smooth functioning of the lab component of the courses. The final evaluation of the students is done by the affiliating university.

### **Research, Innovations and Extension**

There is a good number of faculty members who have completed their research. The college gives every opportunity to the teachers to attend workshops and conferences. Besides for the non Ph.D. faculty members,

the college is not a hurdle to start their research. Recently one teacher was granted permission to pursue her Ph.D. on part time basis and in her place the college has arranged a substitute teacher who was paid out of college local fund. The college publishes its own magazine and conducts seminars and other co curricular activities. The college has adopted a rural backward village (Dougam) through the NSS units. The NSS volunteers of the college make cleanliness drives in the area and provide them awareness for the health and hygiene. The college has also adopted some twenty patients of the nearby village (Tengpuna) for which the college NSS is taking care and is giving them medicines as per the prescriptions. The college also organizes entrepreneurship programs for the outgoing students of the college through JKEDI.

### **Infrastructure and Learning Resources**

The college has recently shifted to the new campus with beautiful and a spacious building. Commensurate to the increase in the student number, the infrastructure has increased. But because of exponential rise in the student strength last year, the college has submitted proposals to the government for the construction of new academic block. The science laboratories and the computer labs have been established in the college and sufficient lab equipment and materials have been purchased for the lab component according to the requirement. The increased demand of the clean washrooms with round the clock water availability, drinking water facility has been met. Separate washrooms for the male members on the staff are available. Girls common room, Gym centre, canteen, medical room are in place in the college to cater to the needs and requirements of the female students. The construction of a girls hostel under PMDP is under progress and will be completed by the next academic year. Besides computer lab, there is a smart classroom, conference room and separate rooms for establishment and admission section of the college. The computers are available in all sections with internet connectivity. The library has enough space with good number of glass almirahs and a space for reading room. The college library is fully automated. There are two online UPSs in the college for power backup and a generator is also available to meet out the exigency in case of bigger curtailment of power supply. There is proper seating arrangement in the classrooms, conference hall and the smart class room.

### **Student Support and Progression**

Teachers of the college are working hard for the development of the student personality through curricular, extracurricular and other extension activities. The aim of the college is always that the students are well balanced in all spheres of life and will contribute positively to the society. Apart from the regular undergraduate classes, the college has started computer literacy program to provide computer knowledge to every student of the college. There is a shared commitment between dedicated teachers and motivated students. The coaching classes are arranged for the students so that they may be able to seek admission in PG courses. Also remedial classes are arranged for slow learners. Entrepreneurship programs in collaboration with JKEDI are conducted in the college for pass out students.

### **Governance, Leadership and Management**

The college principal with the support of teaching and non teaching staff tries to give good governance in the college. The college was able to resolve a long pending land dispute that was a hurdle to the completion of compound walling. The college has maintained a good rapport with the District Administration and worthy District Development Commissioner has released Rs. 6 lacs for the fencing of the botanical garden and has assured further releases for its development. The college has insured lives of the casual labours through an

insurance scheme. The college does not accept any cash transactions so that the transparency will prevail in the college. The college administration ensures the release of salary well in time and has introduced biometric attendance system. The annual progress reports of the teaching and non teaching staff are submitted to the Administrative Department for their career advancement. The college administration works in coherence with the committees framed by the college and makes all possible arrangements so that every support facility is available in the college for the overall development of the students. The college administration provides every support to teaching and non teaching staff to improve their potential. There is internal audit committee that verifies the transactions and vouchers of different purchases that are made by the college.

### **Institutional Values and Best Practices**

The college is working continuously for making the college a green campus. The college has developed a botanical garden in which college has kept a place for the composting of organic waste. There is a smart classroom, computer lab and two online UPSs for power backup. The college has introduced INFLIBNET and has installed latest version of SOUL for automation. The college library is automated. Through a data entry operator in the admission cell, the college makes the online registration of the students with the affiliating university and submits their examination forms. The evaluation sheets and any other document is also received from the university online through the data entry operator. The college has started the science and the commerce stream and many more subjects that include Biotechnology, Geology, Computer Application etc. The college NSS wings work actively and has adopted a rural area (Dougam) and twenty old age patients of a nearby village (Tengpuna). The teachers participate in the welfare schemes for encouraging the admission of economically underprivileged students. The scholarship/financial aid committee facilitates the students in receiving financial assistance under different schemes of government. Besides this the college gives internal financial assistance to the needy students. The college is taking care of the college infrastructure through the college development/maintenance committee.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. DEGREE COLLEGE FOR WOMEN, PULWAMA
Address	Pulwama, Jammu and Kashmir
City	Pulwama
State	Jammu And Kashmir
Pin	192301
Website	<a href="http://www.gdcwpulwama.edu.in">www.gdcwpulwama.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Farooq Ahmad Andrabi	01933-242370	9419024864	-	gdcwomenpulwama@gmail.com
IQAC Coordinator	Ab Qayoom Mir	1933-242370	9906736790	-	qayoommir@rediffmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	20-12-2007

**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	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	29-11-2011	<a href="#">View Document</a>
12B of UGC	29-11-2011	<a href="#">View Document</a>

**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	Pulwama, Jammu and Kashmir	Rural	7.875	1874.133

## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Arts	36	Class XII	English	900	397
UG	BSc,Science	36	Class XII	English	100	15
UG	BCom,Commerce	36	Class XII	English	60	0

### 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				2				12			
Recruited	1	0	0	1	2	0	0	2	8	2	0	10
Yet to Recruit	0				0				2			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				16
Recruited	10	1	0	11
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

### Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	5	0	0	6
M.Phil.	0	0	0	1	0	0	1	2	0	4
PG	1	0	0	0	0	0	2	0	0	3

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

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

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

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

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	0	0	0	0	0
	Female	412	0	0	0	412
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>						
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	
SC	Male	0	0	0	0	
	Female	3	0	0	1	
	Others	0	0	0	0	
ST	Male	0	0	0	0	
	Female	0	0	0	6	
	Others	0	0	0	0	
OBC	Male	0	0	0	0	
	Female	25	24	20	52	
	Others	0	0	0	0	
General	Male	0	0	0	0	
	Female	384	283	350	275	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	0	0	0	0	
	Others	0	0	0	0	
<b>Total</b>		<b>412</b>	<b>307</b>	<b>370</b>	<b>334</b>	

### 3. Extended Profile

#### 3.1 Program

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

Response: 157

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

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

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
412	307	370	334	403

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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
132	99	99	99	99

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

2017-18	2016-17	2015-16	2014-15	2013-14
35	61	116	121	102

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
16	12	10	10	10

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

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

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

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 9**

#### Number of computers

**Response: 25**

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

2017-18	2016-17	2015-16	2014-15	2013-14
53.46549	141.14202	118.44137	14.73696	162.48706

## 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:

Every year before starting the academic session, a meeting of all staff members is convened to frame admission committee as well as career counseling cell. Admission committee of the college issues the notice to the students soon after the affiliating university issues notification for new admissions. Subject combinations are kept available on website, notice board and brochure of the college. Admission committee of the college decides Generic Electives (GE), Skill Enhancement Course (SEC), and Discipline Specific Electives (DSE) to be offered for newly introduced Choice Based Credit System (CBCS) course. After the completion of admission process time table committee is framed for preparing time table and classification for the feasibility of college students. Simultaneously, an Academic Calendar is framed that includes things like, when to complete the syllabus, when and how to conduct the Internal Assessment Tests and practical tests and schedule of field trips of various subjects etc. The college also forwards requisitions to administrative department for the purchase of library books, lab & machinery equipments and other necessary teaching aids. Every year an induction meeting is convened by the principal to make students aware about their rights and duties in the college. During the academic session, periodic meetings are scheduled to take stock of the actual progress in implementation of the action plan. In addition to, logistic requirements like well -furnished and clean lecture rooms and labs, teaching aids like white boards with markers, visual charts, practical oriented lab equipment for all science subjects are arranged. Transport facilities for conducting field trips are provided by the institution. The institution has established a smart class room which provides facility of watching video lectures, documentaries and relevant movies related to curriculum. Digital teaching aids like multimedia projectors and computer systems are available in the computer lab of the college. Besides the college library, the students of the college can borrow books from the Central Library, University of Kashmir (Affiliating University). The institution takes a number of initiatives to accomplish the proper deliverance and transaction of curriculum. Entire staff is made aware of the necessity of working towards full realization of the academic goals regarding transaction and deliverance of the curriculum. The committee for Academic Affairs sets the goals for each month and then monitors the progress on this front. Wherever a shortage of time (working days) is witnessed, the concerned faculty is asked to stretch the duration of the daily class work hours or Lab sessions, as the case may be. A mid-year meeting of the staff is held to take stock of the progress and reaffirm the commitment for achieving a cent percent delivery and transaction of the curriculum. Internet based activities and assignments are given to the students to have latest knowledge about their respective courses. Remedial classes are arranged for slow learners and coaching classes are organized for final year and pass out students so that they may seek admission in the post graduate classes.

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

Response: 0

**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	0	0	0

File Description	Document
Details of the certificate/Diploma programs	<a href="#">View Document</a>

**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:** 8.62**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
0	0	0	0	1

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:** 46.5**1.2.1.1 How many new courses are introduced within the last five years****Response:** 73



File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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 programs in which CBCS/ Elective course system implemented.

Response: 2

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>

### 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:** 0

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	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

## 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 has been working for the mainstreaming of socio-cultural issues in the teaching learning process and curriculum. The college has focused on the issues of marginalized sections of Kashmiri society by conducting seminars, debates, and discussions. Various programmes are arranged related to Gender Equality, Sustainability, Human Values and Ethics. The college teachers engage the students in various activities through expert lectures, N.S.S programmes. The environmental issues are dealt in detail in the classroom through a compulsory subject entitled 'Environmental Awareness'. The said subject includes the chapters such as, Scope & Nature of Environment Science, Natural Resources, Bio- Diversity, Social Issues & Population. Environmental Awareness is a compulsory subject for B.A, B.Sc, B.Com, students. The current environmental issues are being thoroughly addressed by the college in the curriculum.

Gender is one of the most important categories of social organization. There is now an emerging need to reflect and focus in a proactive manner on transforming attitudes, beliefs and behavioral patterns that impact gender relations in the family, community, college and work place. The gender concerns have also been reflected in the curriculum framework of the college developed by affiliating university. The gender issues such as gender discrimination, women empowerment, female foeticide, sexual harassment, domestic violence, women trafficking, child abuse are covered in the skill courses like Gender Sensitization, Early Child Care, and Legislative Support. To execute it, college has various cells like Anti-ragging cell, student counselling cell, Anti sexual harassment cell.

There is also focus on inculcating ethical values among the students. Ethical understanding involves students building a strong personal socially oriented ethical outlook that helps them to manage context, conflict and uncertainty and to develop an awareness of the influence that their values and behavior have on others. In this context the college has organized various lectures, seminars on the ethical issues faced by society in general and college in particular.

The cross-cutting issues are also important part of the student's co- curricular activities. Students are encouraged to develop healthy competition and respect each other's view points. These issues find due space in activities like painting competitions, debates, dramas etc.

**1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years****Response:** 0

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

File Description	Document
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking field projects / internships**

<b>Response:</b> 0	
1.3.3.1 Number of students undertaking field projects or internships	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>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</b></p> <p><b>A. Any 4 of the above</b></p> <p><b>B. Any 3 of the above</b></p> <p><b>C. Any 2 of the above</b></p> <p><b>D. Any 1 of the above</b></p> <p><b>Response:</b> E. None of the above</p>
<p><b>1.4.2 Feedback processes of the institution may be classified as follows:</b></p> <p><b>A. Feedback collected, analysed and action taken and feedback available on website</b></p> <p><b>B. Feedback collected, analysed and action has been taken</b></p> <p><b>C. Feedback collected and analysed</b></p> <p><b>D. Feedback collected</b></p> <p><b>Response:</b> E. Feedback not collected</p>

## 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

Institutional data in prescribed format

#### Document

[View Document](#)

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 43.63

##### 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
242	105	136	79	153

##### 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
400	300	300	300	300

#### File Description

Institutional data in prescribed format

Any additional information

#### Document

[View Document](#)

[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:** 33.94

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
28	24	20	59	44

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 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:**

After classification of students, every teacher gives class tests to the students at regular intervals and assesses the ability of the students. Students of every class are grouped into two categories advanced learners and slow learners. For advanced learners, the routine class work suffices while as extra attention is paid to the slow learners by way of interacting with them in class and ensuring their active participation in different learning tasks. The teacher concerned arranges remedial classes for such students so that they overcome their weaknesses of slow learning and in due course of time become good learners. Teachers also help students by tutorials, one to one discussions and providing books and other relevant materials. The slow learners are encouraged to take effective part in whatever subjects they are interested to motivate them into learning all. Contents beyond the syllabi but pertaining to the core of subject are also discussed in the class to make students aware of the trending topics relevant to the subject of teaching. The advanced learners are encouraged to participate in seminars and other co curricular activities. The advanced learners are also given proactive leadership like class representative, campus inspectors and cultural coordinators. The advanced learners are groomed to represent the college in intra-college competitive programs.

### 2.2.2 Student - Full time teacher ratio

**Response:** 25.75

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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 students are acquainted with the knowledge as prescribed in the syllabi. The teaching community in addition to their class work presentations involves students in teaching learning process where students actively participate in acquiring knowledge and methods for solving the problems. The learning process is made student centric by involving them in seminar presentations, assignment preparations, quiz programmes, and cultural activities like drama and presentation of Poems and Taranas. Painting competitions and essay writing competitions are also organized in this context.

As far as science students are concerned, there is a well devised curriculum wherein all the three types of learning i.e. Experiential learning, Participative learning and Problem solving methodologies are involved. Since in the Lab courses, students continuously learn by experience, perform experiments themselves, solving problems and coming with queries to the teachers and involvement of students during demonstration of routine Lab activities. Computer literacy is given to all students of the college so that they can access the internet and get enough exposure to their course of study. Students are orally guided regarding the various career oriented courses, competitive exams, and special choice based subjects in the beginning of the year. Occasional subject based tours are also conducted. Group discussions, excursions are conducted to promote academic excellence and psychological relaxation to the students.

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

**Response:** 100

#### 2.3.2.1 Number of teachers using ICT

Response: 16

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 25.75

## 2.3.3.1 Number of mentors

Response: 16

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3.4 Innovation and creativity in teaching-learning

**Response:**

The college attempts to bring change and explore creativity in teaching learning process. In this context, power point presentations, use of smart classroom, and assistance of audio visual aids has been practiced by the teaching community of the college. Subject tours and historical tours have also been organized by different departments. In addition the language teachers have been introducing video presentations for imparting oriental language training to the students. The college in addition organizes seminars, paper presentations, quiz programmes and mini tours by taking students to outskirts of college which is laden with flora and fauna. Students are acquainted with mini eco systems present there. Internet facility and e-resources are also being used by the teaching faculty in addition to the library of the college. The college is publishing its magazine annually, and the students are encouraged to write for the magazine so that they may acquire writing skills. Students are motivated to use internet, Youtube and such tools to know latest developments. They are also encouraged to formulate groups in Whatsapp to share new ideas and clear their doubts. Various clubs are formulated in every semester to bring out student individuality and to update the students on the contemporary developments of study through discussions, seminar and such other activities. The pedagogy used by the teachers is aimed at developing a creative but critical temperament among the students by conducting group discussions in the class to provide an opportunity for the students to understand the subject.

## 2.4 Teacher Profile and Quality

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

Response: 82.86

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>

## 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 33.42

## 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
7	4	3	3	3

<b>File Description</b>	<b>Document</b>
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 6.13

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

Response: 98

### 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

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

### 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	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

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

#### Response:

The college is affiliated to the University of Kashmir and the university has both external and internal aspects of evaluating a student. The internal evaluation is made for the science students and the students who have lab oriented courses. The students are informed about the internal and external examination at the beginning of the academic year/semester through an induction program. Though the external assessment comes at the end of every year/semester, the college adopts various methods to assess the students such as classroom discussions, student seminars, presentations, quizzes etc. The written tests are written in answer books and records are maintained. For the science and lab oriented courses, 30 marks are stipulated by the University norms for the internal evaluation. The attendance of the students is also taken into account while awarding the internal marks of the student. Before the commencement of the internal examination, the college principal convenes a meeting with coordinator Exams and Heads of the different Departments. The Principal emphasizes the importance of Internal Assessment and warns the faculty through H.O.Ds about the secrecy and vigilance during the course of Internal Assessment Exams. The coordinator is directed to collect the awards of the students from evaluators and examiners under top secrecy and forwards the same to the concerned quarters. During the examinations, the Principal of the college along with coordinator exams pays surprise visits to the exam centers to check that whether the exams are conducted as per prescribed guidelines by university of Kashmir.

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

#### Response:

Internal Assessment is done strictly for all courses and subjects as per the affiliating University guidelines. Papers are set by the subject teachers maintaining tight secrecy under the guidance of Coordinator examination. A Proper date sheet is notified for internal exams under the directions of university. Under secrecy, the papers are evaluated and awards generated. The marks are then submitted to Kashmir University for final declaration of results. The assessment results are constantly monitored by the subject teachers to ensure consistent student performance. The college conducts internal assessment throughout the semester. Attendance and assignments are also considered. Mid term examinations are conducted in every semester. The tests are conducted meticulously and methodically which include question papers, time table and seating arrangements. To ensure transparency, students are asked to write the answer scripts and return them back. The relevant subject teachers counsel the weak students to fare well in the examinations. Assignments are also given to the students that include many activities like seminars on relevant topic. Allotment of marks is decided by the class teacher overseen by the H.O.D and then principal. Post internal tests, the students are given test papers to ensure whether they have rightly answered and they are justly valued.

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

#### **Response:**

The college has an effective system to address the grievances of students about internal marks. The University to whom the college is affiliated has a well defined procedure for the grievances of the students after the results are declared. In the college, the students are free to approach the concerned teacher once the internal marks are released and get them clarified as to why the marks have been lowered. The internal exams are written in answer scripts and after evaluation they can ask for the photocopy of the test paper whether the paper is justly valued. This system is in vogue with the University of Kashmir where after the declaration of results, a student can apply for the re-evaluation of an answer script. The re-evaluation is time bound after the declaration of results. The college has constituted an examination committee which maintains secrecy and in addition keeps the requirements ready on the exam days. If sometimes queries rise on part of the students, examination staff or by any other reasons, the coordinator examination in consonance with Principal of the college deals with the grievances for their redressal in time bound manner. If sometimes some grievances are observed on part of the question paper setter etc then grievances are submitted to the Controller of Examinations University of Kashmir for their redressal as per law.

### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

#### **Response:**

The institution strictly adheres to the academic calendar for the conduct of C.I.E. On the directions of the university, at college level, the C.I.E. has been abandoned recently in theory subjects but for subjects with Lab courses, the C.I.E. is in place. The Kashmir University notifies through its website the time duration during which the C.I. E. is to be conducted which is occasionally associated with a date sheet. After conduct of examination during the time frame in due course of time the university notifies opening of their link for uploading C.I.E awards, giving sufficient time for evaluation and framing of awards. In short, the institution strictly adheres to the academic calendar for the C. I. E.

## **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 college constantly strives to be the institute of excellence in the fields of academic and technology. The programme outcomes, programme specific outcomes and course outcomes are assessed on regular intervals by the students and teachers proportionally. The affiliating university displays it on the website for information and is accordingly revised from time to time.

Further the college sets a plan for certain programmes beneficial for the college in general and society in particular and publishes them on routine basis in the college prospectus and newsletters.

In order to achieve the mission and vision statements of the college, every programme has a set of programme outcomes some of which are holistic development of students, communication skills, presentations skills, leadership qualities etc.

The college tries its best to meet the college goals.

The college makes efforts to develop the spirit of social, moral, ethical, spiritual, economical and leadership qualities and attitudes among the students.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

#### **Response:**

The college organizes different kinds of programmes beneficial for the students, teachers and society associated. On the basis of student and audience response, some programmes are revisited and improved. The students are appreciated and encouraged to display leadership role in different programmes and later becomes role model for rest of the college students. The college constitutes committees for organizing different programmes associated with academic and society related issues and accordingly, the student audience is made aware of the problems being faced by the society in general and accordingly attempts are made to find out the solutions to these problems. The print and electronic media is also involved to give a wide publicity to the programmes.

### **2.6.3 Average pass percentage of Students**

**Response:** 88.57

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

Response: 31

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

Response: 35

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.46



## 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:** 5

### 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:**

The institution has tried utmost efforts to incorporate research environment among both faculty and students. The institution has initiated a realistic approach over the years to keep the students updated with latest techniques and tools. The primary initiative to the popular method of incubation of ideas for the students in the case studies is the installation of well equipped smart classroom with highly sophisticated laboratory and is one of the twinkling examples of incubation centers.

The teachers are being provided with ample opportunities to submit research papers, publish them in edited volumes along with books and journals with proper ISBN and ISSN numbers. All the staff members are given full support to carry on their career advancement programmes like Orientation, Refresher Courses, full time research and as well as part time researchs. Institution always welcomes such programmes which aim at contributing to research in any field. Proper arrangements are made in place of those teachers who pursue such programmes by engaging teachers on academic arrangement. There are various departments like NSS and Red Cross cooperating in co curricular activities by means of awareness camps and seminars. These activities act as a moment for incorporating a policy for promoting entrepreneurship and stimulate a new venture among college students and faculty.

Students from Social sciences and languages are encouraged by the concerned teachers to participate in the debate and seminar committees and also to write articles in the college magazine. The students are motivated to participate in the debate and quiz programme. Guest lectures are being conducted for the awareness regarding women empowerment, health and nutrition, mental health and hygiene, legal awareness, and other contemporary issues pertaining to our society and country. The college campus has been converted into marvelous and green campus with a spacious botanical garden.

The overall contribution of the institution for the creation of an ecosystem for incubation center is good. Although the innovation based incubation is most recent but for the newly established institution, the concept provides a platform for the transfer of knowledge and innovation.

### 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 Total 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	<a href="#">View Document</a>

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

**Response:** Yes

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

**Response:** 0.21

#### 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	3	4	2	0

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 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:** 0.69

#### 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
4	1	2	0	1

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 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:

The college is actively involved in community service and extension activities in terms of sensitizing students to social issues and has played a vital role in the holistic development of college during last five years. In this concern, college has adopted a village falling in its catchment area viz Tengpuna for the better health and hygiene of the senior citizens of the village. The NSS units of college in association with District hospital Pulwama provides health facilities like routine check-up, free medicines, pick and drop facility for the patients of Tengpuna village. The NSS volunteers accompanied by NSS Programme Officers help the patients to get their routine check-ups done in a nice and cordial manner.

Every year our college holds five days special camp at Dougam. It is another backward village of District Pulwama and 10 Km away from college campus. The camp is attended by a number of NSS volunteers. During the five day stay at village Dougam, the volunteers gather the inhabitants of the village and deliberate upon various social, educational and environmental issues. The NSS volunteers along with the villagers conducted a cleanliness drive. They restored the choked drains and cleaned the lanes of the village. The overall aim of the above mentioned activities is to sensitize students to various social and environmental issues in order to get a holistic view of our society and they will in turn become responsible citizens and will cater to the need of sustainable development for our future.

### 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: 4



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
1	1	1	1	0

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

**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:** 8.31

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
75	23	26	17	15

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

### 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:** 0

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
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>

**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	<a href="#">View Document</a>

## 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:**

GDC Women Pulwama was established in 2008 vide order No 269-HE of 2007 Dated: 20/12/2007. Initially the college was functioning in a make shift arrangement at Girls Higher Secondary School Pulwama. In 2013 the college was shifted to its main campus at Dangerpora Pulwama (near telephone exchange Pulwama) which is sprawling over an area of 8 acres. Initially the college was having very few number of subjects viz., General English, Urdu, Arabic, Persian, Education, Sociology, Political Sciences, History and Environmental Sciences (as module course) under Arts Stream, with limited choice of subject combinations as per the affiliating University. In 2017-18, the college started the Science stream (Medical and Non-Medical) and recently during 2018-19 the college has started some new subjects as Economics, English Literature, Kashmiri, Islamic Studies, Geography, Computer Applications, Biotechnology, Geology and Commerce. For a healthy teaching-learning environment the college is committed to create and enhance the infrastructure. The college has a very beautiful building constructed by the state Government through its executing agency JKPC at a cost of 1210 Lacs. Commensurate to the increase in the student strength, the college has requested the Administrative Department for an additional block for which DPR has been submitted and hopefully it may be approved during the current financial year. Moreover, the work on the girls hostel is going on that has been sanctioned to the college under PMDP for an estimated cost of Rs. 500 Lacs. For effective teaching, college has got a smart-classroom. The college is going to construct new laboratories for Geography, Biotechnology and Geology. At present the college has following physical facilities for effective teaching- learning.

Physical infrastructure for academic activities

S. No	Item	No.	
1	Classrooms	08	
2	Smart classroom (internet facility)	01	
3	Laboratories	05	
4	Lab assistant rooms	04	
5	Store rooms	06 (04 labs+02 general)	
6	Conference room/seminar hall	01	
7	Library	01	(seating capacity 80-90 students internet and computer facility)
8	Staff room	Seating Capacity (40)	
9	Principal chamber	Seating capacity (20)	

Supporting infrastructure

S. No.	Item	Description
1	Medical Room	A dispensary room with two beds and essential medicines available for the use of the students
2	Transport	College bus
3	Canteen, Parking Lot	Seating capacity of 50
4	Drinking water	For drinkin water 4 RO's heve been installed at four different places in the academic block and one big purifier has been installed outsides the building complex near the sports field.
5	Networking	Wifi enabled academic block
6	Sports facilities	One basketball court, 2 badminton courts, table tennis, carom, chess, cricket ground, volley ball court, kho-kho, Gymnasium.
7	Girls hostel	Under construction

File Description	Document
Any additional information	<a href="#">View Document</a>

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

##### Response:

Sports and games facilities of the college include

S. No	Sports/games	Number	Year establishment	ofDimensions
1	Volleyball Court	01	2011	Length=18 Mtrs. Breadth=9 Mtrs. Each side of the court is 9 mtrs <b>Equipment facilities</b> Net= 01 Volleyballs= 02 User Rate:3.7%
2	Basketball Court	01	2015	Length=28 Mtrs. Breadth=15 Mtrs.

				<p>Its base is made with concrete cement.</p> <p><b>Equipment facilities</b></p> <p>Basketballs= 02</p> <p>User Rate:2.58%</p>
3	Badminton Court	02	2018	<p>Length= 44 Ft.</p> <p>Breadth=20 Ft.</p> <p>Its base is made with concrete cement.</p> <p><b>Equipment facilities</b></p> <p>?Total number of Rackets = 12 pairs</p> <p>?Shuttlecocks = 34 pieces</p> <p>User Rate:3.93%</p>
4.	Kho-Kho Ground	01	2011	<p>Length=29 Mtrs.</p> <p>Breadth=16 Mtrs.</p> <p>Poles:-</p> <p>Length=120 cm</p> <p>Thickness = 9 cm</p>
5	Football Ground	01	2011	<p>Length=80 yards</p> <p>Breadth=50 yards.</p> <p>Goal post:-</p> <p>Length=8 yards</p> <p>Height = 8 Ft.</p> <p>User Rate: 3.33%</p>
06	Cricket Ground	01	2011	<p>Length=85 yards</p> <p>Breadth=57 yards</p> <p><b>Equipment facilities</b></p> <p>Total number of bats = 07</p>

				<p>Number of balls;-</p> <p>Casco balls= 4 box (22 balls)</p> <p>Leather balls= 2 box (12 balls)</p> <p>Number of helmets= 03</p> <p>Number of leg guards= 02 pairs</p> <p>Number of batting gloves= 02 pairs</p> <p>Number of keeping gloves= 01 pair</p> <p>Number of keeping legguards= 01 pair</p> <p>Number of stumps= 09 No's</p> <p>Number of bails= 10</p> <p>Number of cricket uniforms= 16</p> <p>Number of kit bags= 01</p> <p>User Rate:6.67%</p>
07	Table Tennis	01	2018	<p>Length= 31 Ft.</p> <p>Breadth=17 Ft.</p> <p>Height= 9 Ft. 4 inch</p> <p>Equipment facilities</p> <p>? Total number of table tennis boards =</p> <p>? Number of bats= 06 No's</p> <p>? Number of balls= 18 No's</p>
08	Gymnasium Hall	01	2012	<p>Length= 36 Ft.</p> <p>Breadth=24 Ft.</p> <p>Height= 10 Ft.</p> <p><b>Equipment facilities</b></p> <p>? Number of Treadmills=06 units</p>

			? Number of Blood circulation machines ? Number of Foot massagers=04 units ? Number of Rowing machines=03 units ? Number of Vibrator exercisers=04 uni ? Number of Exercise cycles=05 units ? Number of Abbcare padded seat=02 ? Number of Multipurpose gym 4 station ? Twisters 2 in 1=03 units ? Cross trainers=02 units ? Weighing machines= 03 units User Rate:5%
09	Carrrom		<b>Equipment facilities</b> ? Number of Carrrom boards=09 No's User Rate:1.76%
10	Chess		<b>Equipment facilities</b> ? Number of Chessboards=06 No's User Rate:0.77%

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

**Response:** 55.56

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

**Response:** 5

<b>File Description</b>	<b>Document</b>
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>

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

**Response:** 80.34

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
38.63	135.13	113.25	6.38	154

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

The college library has an advisory committee consisting of following members

1. Prof Tahir Hussain Naikoo (Convener)
2. Mrs. Yasmeena Akhther (Librarian)
3. All HODs as members

The college library remains open from 10 AM to 4 pm on all working days except Sundays and Gazetted Holidays. Library has a reading hall with capacity for about 80 students with an area of (60×30) Sq. Ft.. The library is equipped with Wi-Fi network. About 4 computers are dedicated for library users. Photocopier is available for benefit of students and staff. The library is provided with the baggage counter for the students. The layout of the library includes: library office, librarian room, reading hall, acquisition and processing section and bathroom/washroom.

S. NO.	Item	Number
1	Number of books :	5487
2	Magazines:	06
3	Newspapers:	08



4	Average number of books added during last 3 years:	572	
5	Books added in 2016	402	
6	Books added in 2017	648	
7	Books added in 2018	667	

Library caters to students, faculty and staff. Moreover alumni of the college can also become members.

ILMS software	SOUL	
Automation	2017(partially) 2018 (fully)	
Version	2.0	
Year	2018	

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

##### Response:

Our college library has a collection of 5487 books and we try our level best annually to upgrade it as per the demand of the students. Our college has recently subscribed to NLIST of INFLIBNET so that our faculty and students have access to the online books and journals. In addition to our own resources, our students and faculty are eligible to avail the library facility at the affiliating university whenever they require as our affiliating university has a rich and diverse collection of books and manuscripts. Moreover, the students also pay visit to SPS museum where they have direct access to ancient manuscripts. In future, we are also planning to upgrade our library in terms of rare books, manuscripts, special reports etc.

#### 4.2.3 Does the institution have the following:

##### 1.e-journals

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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>

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

Response: 1.48

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
2.49255	2.20	1.79701	0.90453	0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

#### 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: 7.01

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

Response: 30

### 4.3 IT Infrastructure

**4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

**Response:**

For effective teaching learning process, the IT facilities of the college are adequate. The college has a dedicated computer Lab with 25 computers. The computer lab is connected with LAN which has several wired nodes as well as wifi which provides internet facility to the students at a rate of 2mbps. The college is upgraded with two wifi connections functioning successfully and we are planning to provide internet facility to the whole college campus through OFC (Optical Fibre Cable) mode which is under process with the concerned agency BSNL. In addition, the college has submitted a proposal to the Higher Education Department (J & K) for allocation of funds for further upgradation of the computer lab.

**4.3.2 Student - Computer ratio**

**Response:** 16.48

**4.3.3 Available bandwidth of internet connection in the Institution (Lease line)**

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** <5 MBPS

**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:** 24.5

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
13.19594	4.71281	8.13477	11.53024	15.1991

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

**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:**

The college does not have a separate estate office for overseeing the maintenance of buildings, classrooms and labs. However the college has a college development/construction committee which looks after the maintenance of buildings, classrooms, labs and allied facilities. The materials/equipment are procured following proper codal formalities from the budget allocations for respective components/heads under the chairmanship of worthy Principal by the college purchase committee. Once the materials/equipment/supplies reach the college, the specifications are ascertained by the committee members and concerned heads. They are then issued to the storekeepers of the respective departments for entry in their stock registers. The materials/equipment/assets are then utilized following a proper procedure e.g. if we are to use any asset/equipment of the college, a requisition is given to the concerned incharge. If at times any asset/equipment/facility of the college is not found in working condition, the information is matter is brought to the notice of worthy Principal, who forwards the same to the college development/maintenance committee. The said committee after inspecting the asset/equipment/facility approaches the concerned technicians to get it rectified. The expenses are borne from the college maintenance funds. The said committee during the current academic year 2018-19 constructed 3 additional toilet points in the already existing washroom block, constructed two badminton courts besides providing irrigation facility to the college lawns. Besides, plumbers, carpenters and electricians are hired at regular intervals to maintain washrooms, drinking water facilities, irrigation facilities, furniture and the lighting equipment and electronic gadgets. There are 14 dustbins to maintain cleanliness in lawns and main building. About 1319594 INR have been spent on maintenance of the physicla facilities and academic support facilities during the current academic session. Face lifting of the structures is done as and when required. As far as the utilization of the classrooms and labs is concerned, it is strictly done as per the time table formulated by the college admission committee. The assets of the library are maintained by the library staff.

NAAC

## 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:** 2.33

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
28	4	4	0	10

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 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:** 8.22

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
38	21	0	43	49

#### 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****A. 7 or more of the above****B. Any 6 of the above****C. Any 5 of the above****D. Any 4 of the above****Response:** C. Any 5 of the above

<b>File Description</b>	<b>Document</b>
Details of capability enhancement and development schemes	<a href="#">View Document</a>

**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:** 0.15

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
3	0	0	0	0

<b>File Description</b>	<b>Document</b>
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years****Response:** 0

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
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

### 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	<a href="#">View Document</a>

## 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
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>

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

**Response:** 11.43

#### 5.2.2.1 Number of outgoing students progressing to higher education

**Response:** 4



File Description	Document
Details of student progression to higher education	<a href="#">View Document</a>

### 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: 0**

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

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

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
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

## 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	<a href="#">View Document</a>

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

#### Response:

Yes, our college has an active student council to look after the problems of students and completion of syllabus well in time. This committee called "Course Review Committee" comprises of three members, two class representatives (CR) and the Principal acting as chairman of the Committee. The class representative of each section has a direct access to the Principal to report any problem. Moreover the college does possess "College Magazine Committee" comprising of three faculty members and one student and Principal as chief Patron, to publish annual college Magazine and Newsletters. Apart from this our college has administrative body comprising of two students as Campus Inspectors elected by our worthy Deputy Development Commissioner, **Mr. G. M. Dar**, to look after the social activities in our college. There is a good representation of student committees to promote participation of students in sports, cultural activities, debates and seminars etc. Committees are formed for all celebrations of the college which involves incharge faculty members and two student representatives. Celebrations like Teachers Day, Aids Day, Nutritional Week, Iqbal Day, Seerat Conference and various activities like Cleanliness Drive, Swachhta Hi Sewa involves class representatives and committee members from all classes. Examination committees seek suggestions from students regarding the dates and times of internal examinations. Grievance Redressal committee addresses all kinds of grievances of all students. Grievances related to examinations, infrastructure, harassment and ragging are addressed by the cell. Feedback committee issues forms to students every year to assess the teachers. Teachers are given suggestions to improve or adapt their teaching methodology in accordance to the students need.

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

#### Response: 2

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
3	2	2	2	1

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 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:**

Our college was with a meager strength due to the lack of infrastructure and unavailability of enough number of programs and courses. There are few pass out batches from the college and small number of students have graduated from this institution. It was not possible for the college to register its alumni association till date but the college has initiated its process of registration firstly by opening an alumni portal on the website so that the college alumni will have a chance to register themselves on the portal and after analyzing the records, the college is planning to formally to get this association registered.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

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

**? 5 Lakhs**

**4 Lakhs - 5 Lakhs**

**3 Lakhs - 4 Lakhs**

**1 Lakh - 3 Lakhs**

**Response: <1 Lakh**

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

**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:**

Government Degree College for Women, Pulwama has been established in 2008 with the aim to give empowerment to the girls in the District of any socio economic background and to inculcate moral, intellectual, spiritual, social and all round development of the students. Our vision “Strive to be: An institution of academic excellence, Center for Women emancipation and empowerment” and our mission “Develop enlightened and socially responsive individuals, provide contemporary education through technology, inculcate entrepreneurship skills, Develop all round personality of the students with emphasis on humane and pluralistic values.

It is a government college. The principal and the faculty put their efforts jointly to uphold the vision and mission of the college ahead. The principal and the staff work hard to regulate and maintain congenial atmosphere in the college. The principal in consultation with the staff prepare the budget that is submitted to the Administrative Department for the release the funds for the financial year. The principal as the head of the institution personally communicates with the staff so that they do not face any problem while delivering their duties. The college ensures availability of sufficient teaching faculty for the academic year that is additionally required for the academic session. Every person on the staff is given a due regard so that there is a dignity of labour. The various committees that are constituted with conveners and members meet and submit their plans, suggestions regarding academic and co curricular objectives. The college encourages individual research and participation of faculty members in Orientation, Refresher courses and other workshops that pertain either to the academic methodology or research methodology. The college provides students enough degrees of freedom for participation in curricular and extracurricular events organized within and outside the institution so that the latent talent among them may be explored. The administration enhances the wages of casual labours and gives them the provision of leave and has insured their lives with Life Insurance Corporation of India from college local fund for their security. There is a student welfare committee under the Dean, student welfare that has been given a mandate to make an interaction with the parents regarding their health or any personal problem faced by the student. The code of conduct of the college is “<http://gdcwpulwama.edu.in/Home/CodeofConduct>”.

#### 6.1.2 The institution practices decentralization and participative management

**Response:**

The staff has an elected staff secretary and the staff can discuss their problems or any issues. In the absence of the principal, and if required can be brought to the notice of the principal for genuine remedy or resolution. The college has constituted different committees in consultation with staff (teaching and non teaching). Every committee is constituted of different members headed by a convener which looks after all the assignments related to the committee. The committees meet and the minutes are recorded and

mostly the recommendations made by the committee are upheld by the principal. Besides this the college administration ensures the release of salary well in time and wages of the casual workers. Further any GP fund advances are sanctioned well in time. The college ensures due participation of the student in the management of the college affairs through class representatives.

## 6.2 Strategy Development and Deployment

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

#### Response:

**Strategy:** Digitize student records.

#### Action plan:

1. Online admission for bringing transparency.
2. To identify requirements of admission section

#### Process and outcome of implementation:

The college started its admission process from March, 2018. After the declaration of results of class XII by JKBOSE, the University of Kashmir to whom the college is affiliated issues the admission notice for B.G 1st semester. The college also issued its admission notice for the programs/courses available through college website. The college provided the download facility of admission forms in the college. The career counseling cell of the college provides the counseling to the aspirants. The admission committee provides the list of subject combinations and the fee details to the students and the eligibility for admission to different programs. After uploading the records of the aspiring students, if found eligible; the students have the choice of depositing the fee online in the college account. The college also arranges the facility of the bank counter in the college for deposition of fee. Once the fees are collected, the admissions are confirmed and their registration returns are submitted online to the affiliating university through the IT section of the college. For the students who still face any difficulty there is a temporary help desk present in the college during the entire admission process.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 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:

The college is a government college and is under the direct control of the J&K Higher Education Department. The staff (Teaching and non teaching) is sanctioned by the J&K Government with principal as the head of the institution. The principal executes academic and non academic plans with the help of the committees that include members amongst the staff headed by a senior faculty member as the convener. The various committees that the college has constituted are as:

1. IQAC
2. NAAC/UGC/AISHE/RUSA Committee
3. Planning Board/Advisory committee
4. Admission committee
5. Time table committee
6. Examination committee
7. Library committee
8. Student support and progression committee
9. Career counseling
10. Research committee
11. Cultural activity committee

12. NSS committee
13. Sports committee
14. Canteen committee
15. Landscape committee
16. Excursion committee
17. Subject tour committee
18. General purchase committee
19. Scientific equipment purchase committee
20. College magazine committee
21. Internal audit committee
22. Website committee
23. Grievance redressal committee



24. Anti Sexual harassment committee

25. Anti ragging committee

26. Discipline committee

27. Seminar and debates committee

28. Financial aid committee

29. Hospitality and protocol

30. Library committee

31. Feedback committee

The appointment to the sanctioned posts of the college (teaching and non teaching) is made by the J&K Government and service of every official of the college is governed by J&K civil service rules. The personnel working against the sanctioned strength can be transferred to any government college of J&K. the promotions/placements to the next grade is made by the Administrative Department on the basis of the annual performance reports and the requisite eligibility criteria (participation in refresher/orientation courses, participation in workshops/conferences and academic excellence (Ph.D.) and publications).

There is grievance redressal cell headed by senior most faculty in the college supported by members on staff. In case of any grievance to any employee, the concerned aggrieved person can submit a complaint to the principal of the college which in turn forwards the same to the grievance redressal cell. The cell after threadbare discussion and enquiry submits report to the principal with the recommendations for an appropriate action that may be befitting to redress the grievance.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 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

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** C. Any 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

**Project Name:** Equipment for science laboratories.

**Committees:**

1. IQAC

2. College Purchase Committee
3. Scientific equipment purchase committee

**Process:**

With the introduction of newly subjects including some science subjects having laboratory work as compulsory component, laboratory equipment/glassware is necessary for carrying out laboratory practicals. The IQAC proposed for upgradation of labs of science and computer applications. In this regard, Commissioner to Higher Education, J&K State was requested for the release of funds for the purchase of lab equipment through many letters/correspondences vide letter No. WCP/102, Dated: 12/07/2017. In response to our requisition, the Higher Education Department released a fund of Rs. 5.38 lacs under Machinery and Equipment head. After the release of funds, a meeting of all H.O.D's of concerned science departments was held for the mode of purchase of scientific equipment. On the requisitions placed for scientific equipment/glassware by the H.O.D's of concerned science subjects, the college principal invited tenders affixing revenue stamp of Rs 10 and accompanying CDR of Rs. 5000 through advertisement in local daily newspaper, Greater Kashmir published on 19th January, 2018. An overwhelming response from registered dealers of scientific equipment/glassware was reported within stipulated time from the date of publishing of tender notice.

The list of required items from all the H.O.D's was submitted to the registered dealers for the supply of proforma bill. Sealed quotations were collected from different firms for the requisite items within the valid date of tender. As many as six firms participated in the tendering. The scientific equipment purchase committee opened the tenders in presence of college principal and then after appending signatures on every tender, the comparative statement for all items was formulated. Then a select list of the items was made on the basis of the lowest rates from whom the items may be purchased. The supply order was issued in favour of the firms with terms and conditions. Then the different heads of departments collected the items after verifying their specifications.

Amount paid to different firms:

S. No	Firm	Amount
1	M.S Trading Co.	Rs. 54864.00
2	Scientific and Allied Industries	Rs. 18312.00
3	Bukhari enterprises	Rs. 35344.00
4	Khaleeq Enterprises	Rs. 77868.00

5	Al Qasim Business Chambers	Rs. 151596.00
6	Kehkashan Technologies Pvt. Ltd.	Rs. 190000.00
	<b>Total</b>	<b>Rs. 527984.00</b>

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

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

##### Response:

The institution has effective welfare measures for teaching and non teaching staff. If any of the staff members approaches the principal for grant of GPF advance, the principal immediately sanctions the release of the said payments in favour of the employee as per the rules. The college has given life insurance cover to the casual workers and regularly pays their premiums out of the local funds. The Government has a scheme of medical reimbursement and any employee projecting the mediclaim for any ailment is submitted to the Administrative Department for release of funds. In addition the regular college employees contribute to the mediclaim that is mandatory for J&K Government. The college advocates for the sanction of the housing, consumer, educational loan of the employees on the basis of their bonafide member on staff and the salary that he/she draws from the college and provides all requisite documents. The principal sanctions different kinds of leave to the employees like maternity, paternity, medical and child care as may be admissible under the rules. The college recommends the staff to the Administrative Department for the deputation of a teacher for the research under FIP and grant of study leave in favour of those who pursue their research on part time basis. The college pays through the university additionally for the conduct of examination and evaluation of answer sheets. The college also recommends the cases of different faculty members to different Academic Staff Colleges of the country and allows them to participate in various programs as a prerequisite for their career advancement.

#### 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: 4

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	2	0

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years	<a href="#">View Document</a>

### 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	<a href="#">View Document</a>

### 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:** 12.67

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
4	1	1	2	0

File Description	Document
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

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

#### Response:

It is a government college and every employee of the college holds a particular position in the college by the appointment order of the Government of Jammu and Kashmir. The principal holds the key and the authoritative position of the college. The teaching and non teaching employees of the college are subordinate to this key position. Every employee of the college can be transferred to any other college at any instant of time. For every cadre, there are defined placement/promotion schemes based on their seniority and academic excellence. Besides this, the appraisal report of the principal is the important factor for the next placement or promotion. For teaching and non teaching staff there are prescribed formats for filling of their service details, achievements and contribution to the college during his/her posting in the college. The details filled in the formats by the employee are followed by the reports of the principal about the various projections. The appraisal reports duly filled in and signed by the head of the institution is submitted to the Administrative Department for his/her placement in the next higher grade. The Administrative Department after evaluating it through their departmental promotion committee issues the order for his/her insitu promotion.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The college receives grants under different heads like O.E, T.E, Telephone, M&S, Machinery and equipment, Works, Books and Periodicals in addition to the salary budget. Besides the college collects fee of the students under different heads like pool fund, college maintenance, I Card, Magazine, Excursion, Student Aid etc. The amount that is spent by the college for paying the salary and raising of the college infrastructure and procurement of different items as may be required as per the demand and situation are done after obeying the codal formalities. The records of these transactions are made in the college cash books and the vouchers and receipts are kept in the record of the college. The purchases are made under the decentralized scheme of the college involving various committees. The cash books and the vouchers are internally audited by the internal audit committee which is then technically vetted by chartered accountant. In addition the Administrative Department can also send officers of the accountant general Department or the State Finance Department for verifying the records and the transactions made by the college made from time to time. Any query made by them has to be answered under different paras viz a viz to the objection found by the external audit committee. Furthermore, the Utilization Certificates authenticated by chartered

accountant are to be submitted for any centrally sponsored scheme or any financial grant received from UGC or RUSA.

#### **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

<b>File Description</b>	<b>Document</b>
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>

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

**Response:**

The college planning board for every year earmarks the area where the funds are required in the college. The college then forms the budget of the salary and other components that may be works, O.E, T.E, Pol, Maintenance, Medical reimbursement, leave encashment, Books, Lab equipment etc . The budget is projected to the Commissioner Secretary of the Administrative Department for approval and release of funds. The college receives the funds online through BEAMS. Moreover, the college projects its demand to the District Administration for release of funds in a particular component of the college. The District Administration also provides a financial support from the district development fund as during the current financial year (2018-19) the District Development Commissioner Pulwama has released a grant to the tune of Rs. 6 lacs for the fencing of the college botanical garden. Moreover, the college raises funds from the fee of the students under different heads like pool fund, college maintenance, I Card, Magazine, Excursion, Student Aid etc. The amount that is spent by the college for paying the salary and raising of the college infrastructure and procurement of different items as may be required as per the demand and situation are done after obeying the codal formalities.

### **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:**

## 1. Strengthening of research culture:

IQAC encourages and motivates teachers to participate in research activities.

- i. UGC and university circulars pertaining to research are displayed on college teachers' notice board.
- ii. Availability of internet.
- iii. All the teachers have access to NLIST.
- iv. Teachers are encouraged to pursue Ph.D. through FIP.
- v. Emphasis on teachers to publish in reputed journals

**Outcome:**

- i. One teacher has started her Ph.D. on part time basis and college has granted two months study leave
- ii. Good number of research papers were published by the teachers in reputed journals

## 2. Increase in academic flexibility:

The college at the beginning had very few subjects with a limited choice of subject combinations under Arts stream. Then with the introduction of Social Work in 2014, the subject combinations increased from 17 to 32. The science stream was introduced in the year 2017. The strength and the subject combinations also increased from 2017. From the current session, the college has introduced Commerce and many more subjects that include Biotechnology, Geology, Geography, Computer Application, Economics, and Islamic Studies. With this, the college student number has taken an exponential rise and there is a lot of academic flexibility.

File Description	Document
Any additional information	<a href="#">View Document</a>

**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 college has an effective IQAC with heads of the departments and senior faculty members who belong to different committees such as discipline committee, library committee, feedback committee, subject tour committee etc.



1. Strengthening quality of a teacher: The College encourages the faculty to participate in seminars and conferences and are to attend workshops. They are also allowed to participate in outstation programs. The college has contributed to INFLIBNET for e-books and e-journals to develop and strengthen the intelligence and intellect of the faculty which will not only benefit them but the students too.

2. The college is regularly upgrading its ICT facilities in order to acquaint the faculty with latest methods and tools of teaching which indirectly benefits the student community. The main building of the college is having full wifi connectivity which enables the faculty to access the different knowledge sources during their work hours.

### 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
0	0	0	0	0

#### 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

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>

### 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:**

S. No	Year	Domain	Incremental Achievement
1	2013	Academic & Administrative	<ol style="list-style-type: none"> <li>1. Framing of academic calendar of the year</li> <li>2. Constitution of various committees</li> <li>3. Shifted to campus with limited accommodation constructed under special plan assistance including separate washroom block for girls</li> <li>4. Establishment of Gymnasium</li> <li>5. Enrichment of library</li> </ol>
2	2014	Academic & Administrative	<ol style="list-style-type: none"> <li>1. Framing of academic calendar of the year</li> <li>2. Constitution of various committees</li> <li>3. Introduction of Social Work as subject</li> <li>4. Partial leveling of the college ground</li> <li>5. Purchase of furniture and computers</li> <li>6. Enrichment of library</li> <li>7. Participation of two teachers in Refresher course at ASC, AMU</li> </ol>
3	2015	Academic & Administrative	<ol style="list-style-type: none"> <li>1. Framing of academic calendar of the year</li> <li>2. Constitution of various committees</li> <li>3. Enrichment of library</li> </ol>

			4. Taking the possession of main building
			5. Purchase of furniture and allied fixtures
			6. Shifting from manual records to online records regarding salary and admission
			7. Construction of basketball court through 82 Batallion CRPF
			8. Participation of one teacher in Refresher course at ASC, KU, Srinagar
			9. Participation of two teachers in second national symposium on inter-disciplinary sciences at GGM Science College, Jammu
4	2016	Academic & Administrative	1. Framing of academic calendar of the year
			2. Constitution of various committees
			3. Enrichment of library
			4. Proper establishment of separate admission cell of the college
			5. Inauguration of the college by the Honorable Chief Minister of J&K
			6. Distribution of scooties amongst meritorious by the Honorable Chief Minister of J&K
			7. Macadamizing of college internal roads
5	2017	Academic & Administrative	1. Framing of academic calendar of the year
			2. Constitution of various committees
			3. Enrichment of library
			4. Participation of one teacher in Refresher course at ASC, JU, Jammu
			5. Construction of canteen, parking lot, common room for girls and smart class room
			6. Complete leveling of the college lawns
			7. Introduction of science stream

8. Installation of street lights
9. Purchase of lab equipment/computers
10. Automation of college library
11. Settlement of land dispute and completion of compound wall
12. Sanction of girls hostel by UGC, New Delhi

NAAC

## 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:** 4

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
2	1	1	0	0

#### File Description

#### Document

Report of the event

[View 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:**

The college is the only institute in the district Pulwama of J&K set up by the Government for providing quality education to the female folk. The institution works with utmost dedication in order to provide safety and security to the female students. The campus is covered with concrete fencing wall around it. There are ample employees deployed on the main entrance of the campus to provide sense of security to the female students and female staff. There are separate washrooms for the male employees who work in the college. Female staff is assigned the duty near the girls washrooms. The college starts at 10:00 a.m. and entry is restricted beyond 10:30 a.m. No student is allowed to leave the college premises before 4:00 p.m. Anti-Ragging Cell, Anti Sexual Harassment Cell and Grievance Redressal Cell have been formulated and are active round the clock.

The campus is located on the outskirts of the town, providing the college conducive, noise and hassle-free academic environment. Transportation facility is also available for both the students and the faculty. The institution has in place a well-equipped gymnasium with all modern facilities. The students are thus able to

maintain physical fitness.

On the directions of the District Administration, a female health worker attends the college for providing first aid to the students. Moreover, District Administration keeps a vigil at the gate for the safe entry and secure departure of students.

Career counseling is made to the students when they seek admission in the college and college has identified some stress related cases for which personal counseling is made by Psychiatry Department of the District Hospital.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 0

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

7.1.3.2 Total annual power requirement (in KWH)

Response: 184

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 100

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

Response: 55.2

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 55.2

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>

### 7.1.5 Waste Management steps including:

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

#### Response:

##### Solid and liquid waste:

The college management has installed dustbins in the college premises and the waste is collected by the Municipality and disposed off properly. There is a proper drainage system for disposal of liquid waste. The college has a good number of soakage pits and septic tanks for the sanitary disposal of liquid waste that is generated from the washroom blocks. There are dozens of washrooms inside the main building with the best facilities available. Moreover, we have a washroom block in the backyard of the college for students and another block is under construction (under Swachh Bharat Mission). There are many sweepers to maintain the washrooms on daily basis. Besides, there is an active NSS wing in the college headed by two senior faculty members which regularly conduct cleanliness drives in and around the college. The scraps of junk food if found any are collected and dumped in the dustbins. Besides, the college has appointed several casual labours who work round the clock to keep the campus clean of any solid waste

##### E-waste:

Electronic goods are put to optimum use; the minor repairs are set right by the staff and the laboratory assistants and the major repairs by the professional technicians and are reused.

### 7.1.6 Rain water harvesting structures and utilization in the campus

#### Response:

Our college is spread over an area of about 8 acres with built-up area of nearly 1874 sq. mtrs. As of date, we have not installed any rain water harvesting system (at large) in our college as there is a vast area available for the rain water to percolate down and recharge the ground water. However, in the main building of the college, we have installed roof top collecting devices (Parnalas) from where the rain water is channeled through gutters and directed to soakage pits where from it directly rejuvenates the ground water.

**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:**

The green practices enable the institution/college to develop campus as a living laboratory for innovation. Plastic free zone campaign has brought down the usage of disposable plastic goods to the minimum. Proper measures have been taken to keep the campus pollution free. Students as well as staff members are using public transport facility. Moreover, the college bus fetches students and staff to the college.

The college celebrates the World Arbour Day on 21st March and soon after occupying the present campus(2013), the college has planted good number of coniferous trees. Moreover, the college campus has inherited an apple orchard which besides giving a green look provides shade to the students during summer. Seasonal flowers are planted in the college lawns which give aesthetic look to the whole campus.

Tree plantation is the major concern of the management to maintain the pristine purity and beauty of the college to provide a congenial atmosphere for the academic and non-academic pursuits.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years****Response:** 0.15

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
0.26600	0.09430	0.19500	0	0

<b>File Description</b>	<b>Document</b>
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>



**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)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>

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

**Response:** 0

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
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

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

**Response: 0**

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
0	0	0	0	0

**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**

<b>File Description</b>	<b>Document</b>
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website****Response: Yes**

<b>File Description</b>	<b>Document</b>
Provide URL of website that displays core values	<a href="#">View Document</a>

**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**

<b>File Description</b>	<b>Document</b>
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

**7.1.15 The institution offers a course on Human Values and professional ethics****Response: Yes**

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**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	<a href="#">View Document</a>

**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:** 5

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
1	1	1	1	1

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

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

**Response:**

The national festivals are celebrated by every nation with fervor, enthusiasm and as a sense of triumph. They are regarded as the special days symbolizing sovereignty and independence of a nation. Republic day, Independence Day and Ghandi Jayanti are celebrated as national festivals of our country. They highlight the role of our freedom fighters to free India from British rule. The institution also feels proud to celebrate the national holidays with zeal, fervor and eagerness.

### **Independence and Republic Days:**

The college participates in the Independence Day and Republic day celebrations at the District Headquarters. It is a mega event where the chief guest hoists the flag and is followed by March past by several wings of different adjacent educational institutions.

### **Gandhi Jayanti:**

The college celebrates the birthday of Mahatama Gandhi on 2nd October of every year to pay tribute to the tallest leader of Indian freedom movement. Gandhi was equally respected by the people of different religions and he played the most significant role in the freedom struggle of India. He is also famous for his principles of truth, honesty and non-violence and these values are thrown much light at so that the students and teachers imbibe them.

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

#### **Response:**

The institution was established by the Government of Jammu and Kashmir in the year 2008 with the prime aim of providing quality education to the female students. It is governed by the laws and regulations of J&K Government and is headed by the Higher Education Department of J & K Government. The rules and regulations of University Grants Commission are also applied in letter and spirit by the recruiting agencies for faculty posts.

The department of higher education allots budget to the institution and the same is utilized with complete transparency and supervision of the department. The funds once utilized are put through internal audit and also independent agencies like Accountant General's Office conduct regular audits in the campus for the utilized funds. The institution makes all transactions and receives all types of fee from the students through cashless mode.

The college is affiliated to the University of Kashmir and they prescribe and frame the syllabus for undergraduate classes. The teachers work under the supervision of the principal and heads of their respective departments. The students are advised to attend regular classes and their daily attendance is also marked. The semester examinations are held under strict vigil and transparency.

## **7.2 Best Practices**

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

#### **Response:**

- 1. Title of the practice:** National Service scheme

### **Objectives of the practice:**

To develop amongst the NSS volunteers a sense of belongingness towards fellow beings and society and to act as role models within and outside the college campus by their readiness and willingness to help downtrodden, aged and weak fellows living in our society. The NSS volunteers go to door steps of such people to render social services. These activities act as healing touch for such needy people.

### **The Practice:**

The college possesses two NSS wings working under the NSS cell of University of Kashmir. The institution promotes NSS for the all round development of the students. Thus NSS acts as a medium for propagation of goodwill in society through student volunteers. NSS being community service has adopted a rural area of rather poor economic background. The name of village is Dougam and is about 10 Km from the college campus. A group of NSS volunteers escorted by the two program officers would often pay visit to the village. The NSS volunteers educate people about the health and hygiene of the community. Moreover the volunteers motivate the villagers to send their wards to the nearby school to attaining education.

The college NSS has also adopted twenty old age patients from another village Tengpuna, 1 Km from college campus. The college NSS organizes a free medical camp by inviting an expert physician from district Hospital Pulwama through a formal procedure. The college facilitates their periodic medical checkup and provides the medicines prescribed by the physician. The entire cost of the medicine is borne by the college NSS fund.

### **Evidence of success:**

The people from Dougam are very much receptive and cordial to our NSS volunteers. The meetings between our college NSS volunteers and people help to disseminate knowledge into common masses thus resulting into noticeable changes in that community. The people are encouraged to send their wards into primary education. Moreover they are discouraging the practices of child labour as it is crime under Juvenile Rights Act.

As far as the adoption of twenty old age patients is concerned, they look cheerful when they are called for medical checkup. They would like to enjoy medical checkup as they are offered some refreshment by the NSS volunteers. There is a fairly good improvement in their health condition as reported by their family members.

### **Problems encountered:**

Dougam is nearly 10 Km away from our college campus. The NSS volunteers accompanying NSS coordinators would pay visit to the place often but the villagers being farmers are working in their agriculture fields and are not available every time for a meeting. Moreover people are economically weak and seek monetary benefits from our institution which is not possible.

As far as the adoption of twenty old age patients is concerned, there is a bit problem in making the medical camp a success because the organization is not completely in the hands of college administration. Secondly there occurs a problem as the number of patients rise to more than twenty as the people think the medical camp is organized for one and all in their community which is not true.

## **2. Title of the Practice:** Financial Assistance to the Deserving Students by the College.

### **Objectives of the Practice:**

The institution is the only Women's College of the district and adjoining three districts of viz. Budgam, Shopian and Kulgam. So it has a huge and enormous catchment as the students from different far flung areas seek admission for higher studies. Many of them belong to poor, destitute, orphan, and other categories like social caste, social tribe and backward class. These student are financially week and face difficulties to cope up with the financial needs for continuing their studies. So the noble objectives of the practice are:

- To provide financial assistance to the needy students to safeguard their academic future.
- To support financially all the downtrodden students without any discrimination.
- To promote sense of uniformity among the students.

The desired result of the practice is that the students are in a position to continue and complete their respective degree courses without any financial impediment.

### **The context**

The objective was initially tough to implement owing to several challenges and obstacles.

- Meeting up the needed resources is a challenging job.
- The college has constituted a financial aid committee which tries its best to find the bonafide downtrodden students and arrange financial assistance for them from the available resources of the college.
- To identify bonafide students who are financially weaker is a daunting task
- The institution has always been impartial to apply the rules in vogue in order to enable scholarships to the most deserving aspirants of the institution.

### **The Practice**

A notice is circulated once in a year after the admission process of new batch is over. A period of 20 days is given to students for depositing the form which is available with the convener financial aid committee. Scrutiny of the forms is done by the Financial Aid committee to ascertain the credibility of deserving bonafide students of the college.

Three main categories viz. Orphan, Broken Family and economically week are framed. Accordingly the financial aid is given to the deserving students category wise. However the identification of deserving students for financial aid is the toughest part of the job. Thus college paves a way for needy students to live their dreams and acquire quality education at graduation level.

**Evidence of Success**

The students receiving financial assistance are completing their degrees comfortably. The roll of the college is increasing every year for the quality education and facilities provided by the college. Moreover college administration promotes Govt. scholarships and free ships of these financially weaker enrolled students. These students are not discriminated in any way during their stay in the college campus. They take part in most of activities like sports, debates and seminar etc, depending on their tastes.

**Problems Encountered**

The financial aid is provided up to a certain amount due to limited amount of money earmarked for the same. Keeping in view the financial background of the students in the catchment area most of the students of the college apply for financial aid, so the financial aid committee goes through a herculean task to screen out /identify the most deserving students.

- To identify bonafide financially weaker students was also a daunting task
- The institution has always been impartial to apply the rules in vogue in order to enable scholarships to the most deserving aspirants of the institution.

**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:**

The college has been established in the year 2008 with the vision of empowering women coming from diverse social backgrounds. The college ensures to impart quality education to all of its students not only through enhancing their intellectual ability but also exploring their latent talent. The college aims for developing the future of women to work with degrees of freedom and have authoritative positions in the state. The college is going to register its alumni association and will develop a close contact with them so that the success stories of the college will help the students in enhancing their academic potential and will simultaneously develop in them a character to work with sincerity, honesty and dedication. The college administrator always tries to foster the spirit of belongingness among the students and staff towards the college. The well maintained college grounds, flowering beds, a good botanical garden, fruit trees, neat and clean corridors is the testimony of the fact that teaching and non teaching staff as well as the students strive for keeping the college clean. We are very much proud that we are empowering women through higher education and educating a woman means educating the whole society. The college has a potential to show progress in every field and every person associated with the college has taken a pledge for its development wherever and whenever it may be required.

NAAC



## 5. CONCLUSION

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### **Additional Information :**

The college has this year introduced commerce and many subjects that include Geology, Geography, Biotechnology and Computer Applications. With the help of District Development commissioner, the college converted a portion of college land into botanical garden and college is trying to make green but polythene campus so as to environmental consciousness amongst the students and staff of the college. The college is going to register its alumni association and has recently developed a portal on college website so that the registration of alumni of the college can be made. The college has automated the library and has developed a separate admission cell and is going to digitize all previous records. The college has a stream flowing through the botanical garden and the college has its advantage for the watering of its college lawns. The Administrative Department has assured for the release of further grants in the coming years for the procurement of machinery equipment and for the construction of additional academic block. The college is ideally located for the rural and urban folk.

### **Concluding Remarks :**

The college has been established in 2008 as a premier institute of higher learning for aspiring young women from very low economic background. Through various social activities, the college aspires to develop indigenous values besides providing them access to all the types of education. The college has started science stream and commerce stream from this year and will definitely try for other undergraduate and postgraduate courses. The college which has not been yet accredited hopes for the grant in aid from UGC, RUSA and Science and Technology after accreditation. The funding will help to develop the weaker areas and to prosper to achieve the mission of women empowerment.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>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</p> <p>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</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>1</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>0</td> <td>0</td> <td>0</td> <td>0</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	1	1	1	1	1	2017-18	2016-17	2015-16	2014-15	2013-14	0	0	0	0	1
2017-18	2016-17	2015-16	2014-15	2013-14																	
1	1	1	1	1																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	0	0	1																	
1.2.1	<p>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years</p> <p>1.2.1.1. How many new courses are introduced within the last five years</p> <p>Answer before DVV Verification : 6</p> <p>Answer after DVV Verification: 73</p>																				
1.2.2	<p>Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</p> <p>1.2.2.1. Number of programs in which CBCS/ Elective course system implemented.</p> <p>Answer before DVV Verification : 2</p> <p>Answer after DVV Verification: 2</p>																				
2.1.2	<p>Average Enrollment percentage</p> <p>(Average of last five years)</p> <p>2.1.2.1. Number of students admitted 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>412</td> <td>307</td> <td>370</td> <td>334</td> <td>403</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>242</td> <td>105</td> <td>136</td> <td>79</td> <td>153</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	412	307	370	334	403	2017-18	2016-17	2015-16	2014-15	2013-14	242	105	136	79	153
2017-18	2016-17	2015-16	2014-15	2013-14																	
412	307	370	334	403																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
242	105	136	79	153																	

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1000	900	900	900	900

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
400	300	300	300	300

2.6.3	<p>Average pass percentage of Students</p> <p>2.6.3.1. Total number of final year students who passed the examination conducted by Institution. Answer before DVV Verification : 30 Answer after DVV Verification: 31</p> <p>2.6.3.2. Total number of final year students who appeared for the examination conducted by the institution Answer before DVV Verification : 32 Answer after DVV Verification: 35</p>																				
3.3.2	<p>The institution provides incentives to teachers who receive state, national and international recognition/awards</p> <p>Answer before DVV Verification : Yes Answer After DVV Verification: Yes</p>																				
3.3.3	<p>Number of research papers per teacher in the Journals notified on UGC website during the last five years</p> <p>3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1451 1046 1585"> <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>3</td> <td>3</td> <td>4</td> <td>2</td> <td>5</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1664 1046 1798"> <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>3</td> <td>3</td> <td>4</td> <td>2</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	3	3	4	2	5	2017-18	2016-17	2015-16	2014-15	2013-14	3	3	4	2	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
3	3	4	2	5																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
3	3	4	2	0																	
3.4.3	<p>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</p> <p>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-</p>																				

wise during the last five years

Answer before DVV Verification:

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

Answer After DVV Verification :

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

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

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

Answer before DVV Verification:

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

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
75	23	26	17	15

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 : 230

Answer after DVV Verification: 30

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

	<p>7. Yoga and meditation</p> <p>8. Personal Counselling</p> <p>Answer before DVV Verification : C. Any 5 of the above Answer After DVV Verification: C. Any 5 of the above</p>																				
7.1.9	<p>Differently abled (Divyangjan) Friendliness Resources available in the institution:</p> <ol style="list-style-type: none"> <li>1. Physical facilities</li> <li>2. Provision for lift</li> <li>3. Ramp / Rails</li> <li>4. Braille Software/facilities</li> <li>5. Rest Rooms</li> <li>6. Scribes for examination</li> <li>7. Special skill development for differently abled students</li> <li>8. Any other similar facility (Specify)</li> </ol> <p>Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: D. At least 2 of the above Remark : As per the HEI statement and the attached data in response to the Metric.</p>																				
7.1.10	<p>Number of Specific initiatives to address locational advantages and disadvantages during the last five years</p> <p>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>3</td> <td>0</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	3	0	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																	
3	0	0	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
0	0	0	0	0																	

## 2.Extended Profile Deviations

ID	Extended Questions										
1.1	<p>Number of courses offered by the institution across all programs during the last five years</p> <p>Answer before DVV Verification : 14 Answer after DVV Verification : 157</p>										
1.2	<p>Number of programs offered year-wise for 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>2</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2	1	1	1	1
2017-18	2016-17	2015-16	2014-15	2013-14							
2	1	1	1	1							

Answer After DVV Verification:

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
470	423	423	423	423

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
132	99	99	99	99

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
31	24	68	95	86

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
35	61	116	121	102

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

Answer before DVV Verification:

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

Answer After DVV Verification:

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