ANNUAL QUALITY ASSURANCE REPORT (AQAR)

of the

INTERNAL QUALITY ASSURANCE CELL (IQAC)

for the

Academic Session

2013-14

The Annual Quality Assurance Report (AQAR) of the IQAC

<u>Part – A</u>

AQAR for the year *(for example 2013-14)* | **2013-14** |

1. Details of the Institution

1.1 Name of the Institution | **Government Degree College Anantnag** |

1.2 Address Line 1 | **Government Degree College Anantnag** |

Address Line 2 | **Khanabal** |

City/Town | **Anantnag** |

State | **Jammu and Kashmir** |

Pin Code | **192101** |

Institution e-mail address | **principal@gdcboysang.ac.in** |

Contact Nos. | **Tel: 01932-222308,**
 Fax: 01932-223509 |

Name of the Head of the Institution: | **Prof. Zahoor Ahmad Chatt** |

Tel. No. with STD Code: | **91-1932-222308** |

Mobile: | **91-9419079184** |

Name of the IQAC Coordinator: | **Mr. Mohd. Maqbool Pala** |

Mobile: | **08716013400** |

IQAC e-mail address: | **iqacgdcang@gmail.com** |

1.3 **NAAC Track ID** | **JKCOGN12502** |

OR

1.4 **NAAC Executive Committee No. & Date:** | **EC/37/59 Dated : 21-09-2005** |

1.5 Website address:

www.gdcboysang.ac.in

Web-link of the AQAR:

http://www.gdcboysang.ac.in/IQAC/AQAR 2013-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2005	2010
2	2nd Cycle	A	3.03	2012	2017
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   **27-03-2006**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

  i. AQAR _____(DD/MM/YYYY)
 ii. AQAR_____ _____ _ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
 iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

 University   State ✔ Central ☐ Deemed ☐ Private ☐

 Affiliated College   Yes ✔ No ☐

 Constituent College   Yes ☐ No ✔

 Autonomous college of UGC   Yes ☐ No ✔

 Regulatory Agency approved Institution   Yes ☐ No ✔

 (eg. AICTE, BCI, MCI, PCI, NCI)

 Type of Institution   Co-education ✔ Men ☐ Women ☐

                 Urban ✔ Rural ☐ Tribal ☐

 Financial Status   Grant-in-aid ☐ UGC 2(f) ✔ UGC 12B ✔

                 Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ✓   Science ✓   Commerce ✓   Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐   Health Science ☐   Management ☐

Others (Specify)   .   **BCA**

1.11 Name of the Affiliating University *(for the Colleges)*   **University of Kashmir, Srinagar**

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CPE	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (*Specify*)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers   **05**

2.2 No. of Administrative/Technical staff   **01**

2.3 No. of students   -

2.4 No. of Management representatives   -

2.5 No. of Alumni   **02**

2.6 No. of any other stakeholder and community representatives   -

2.7 No. of Employers/ Industrialists   -

2.8 No. of other External Experts   -

2.9 Total No. of members   **08**

2.10 No. of IQAC meetings held   **02**

2.11 No. of meetings with various stakeholders: No.   **04**   Faculty   **01**

Non-Teaching Staff Students   **01**   Alumni   **01**   Others   **01**

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No ✓

If yes, mention the amount   -

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. **09**   International ☐   National **1**   State **2**   Institution Level **6**

(ii) Themes

1. 2013.03.05: **"Tourism and Socio-Economic Complexion of North-Western India with special emphasis on Jammu & Kashmir"**, a two day National Level **Conference**; sponsored by Indian Council of Social Science Research [ICSSR] Punjab University.
2. 2013.05.23: **"Kashmir Festival 2013"**, an inter-College **Seminar** in partnership with Tourism Department J&K.
3. 2013.06.01: **"Mehfil-e-Mushaira**" in collaboration with Maraz Adbi Sangam, in which 20 noted poets of the valley participated.
4. 2013.06.05: **"Air Pollution and its Impacts on Human Health"**, a **Seminar** in partnership with Forest Department J&K Government.
5. 2013.06.19: **"Daur-i-Haazir mein Ikhlaq-i-Nabvi [saw] ki Ahmiyat wa Ifadiyat",** an inter-College Seerat Conference on the proposition; in which 27 Degree Colleges of the valley took part.
6. 2013.09.03: **"Disaster Management"**, two day Workshop in collaboration with Civil Defense Anantnag.
7. 2013.10.28: **"Empowering the under-privileged",** a daylong Seminar on the subject in collaboration with J&K People's Education Trust welfare society as part of the social responsibility.
8. 2013.11.09: **"Development and Utilization of e-Resources",** an Orientation Program in collaboration with EMMRC, University of Kashmir.
9. 2013.11.16: **"Kashmiri, Our Mother Tongue",** one day conference in collaboration with Maraz Adabi Sangam.

2.14 Significant Activities and contributions made by IQAC

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1. **Teaching**: Chalk Blackboard to Whiteboard
2. **Conducted a no. of Conferences/Seminars/Workshops**
    i. A two day national level conference "Tourism and Socio-Economic Complexion of North-Western India with special emphasis on Jammu & Kashmir" on 2013.03.05.
    ii. A seminar "Air Pollution and its Impacts on Human Health" on 2013.06.05.
    iii. Two days workshop "Disaster Management", on 2013.09.03.
    iv. One day seminar "Empowering the under-privileged", on 2013.10.28.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
Faculty and student development programmes	➔ Organised a 2 day National Level Conference, ➔ Encouraged the faculty to participate in workshops, conferences, seminars ➔ Sensitized the faculty about UGC-CAS scheme ➔ **Development and Utilization of e-Resources** ➔ Extension Lecture series for faculty and students

Fulfilling institutional social responsibilities	➔ Blood donation camps
	 ➔ Training on Disaster Preparedness
	 ➔ Arbor Day celebration
	 ➔ Environment Day celebration:
	    a. Environmental Quiz
	    b. Extension Lecture by Dr. Bala Ji (DFO Anantnag)
	    c. Essay Competition on "Depletion and Conservation of Fresh Water Bodies in South Kashmir"
	    d. Campus Cleanliness Drive
	    e. Painting Competition
	    f. Seminar on "Air Pollution and its impacts on Human Health"
	    g. Power Point presentations by Prof. Syed Javed
	 ➔ NSS Activities regarding environmental awareness/protection:

	a. Ensure rules with regard to the environment like ban on Polythene are strictly adhered to. b. Organise Anti-Tobacco, Anti-Drug awareness programs. c. Organised a weeklong camp in Pahalgam to sensitise the inhabitants and Poniwalas about the importance of conservation of environment for the sustenance.
Participation from stakeholders	➔ Alumni Meetings ➔ Special Lectures by distinguished Alumni
Enabling better participation from differently abled students	➔ Necessary modifications like construction of ramps in the various buildings/blocks of the college so as to ensure better participation of differently abled students
Monitoring of Teaching – Learning activities	➔ A special committee (College Monitoring Committee) established for monitoring the Teaching-Learning process on daily basis
Research Activities	➔ Encouraged and facilitated the faculty to initiate research activities and a no. of national and international papers were published by them
Growth of Physical Infrastructure	➔ Many labs were upgraded ➔ Work on Auditorium and Womens' Hostel almost completed
Introduction of new courses	➔ Proposal submitted for introduction of BBA, Social Work, MMMC, Geology and Clinical Biochemistry

***Academic calendar attached as Annexure 1**

2.15 Whether the AQAR was placed in statutory body   Yes ✔   No ☐

Management ☐   Syndicate ☐   Any other body   **College Advisory Committee**

Provide the details of the action taken

> The college has an Advisory Committee which is a decision-making body entrusted with framing of policies and procedures for the processes of the institution.
>
> AQAR has been placed under the Committee; the decisions taken in the IQAC are finally vetted by the committee before they are implemented.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	**4**			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	**4**			

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

> The college offers a number of subjects at undergraduate level to provide flexibility

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	**4**

1.3 Feedback from stakeholders*   Alumni ✔   Parents ✔   Employers ☐   Students ✔
   (On all aspects)

   Mode of feedback   :   Online ☐   Manual ✔   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> The institution is not directly involved with the design and development of the syllabi as the affiliating university prescribes the syllabi; however
> - ➔ The head of the institution is the member of academic council and university council of the affiliating university. Also, some senior faculty of this college are members of the Board of Studies of the affiliating University of their respective subjects.
> - ➔ Formal feedback from the stakeholders is collected and analysed and communicated to the University.
> - ➔ The affiliating University revises the curriculum periodically and incorporates necessary feedback.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

> **None**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36 + 2= 38	**22**	**14**	**01 (Principal)**	**01 (Librarian)**

2.2 No. of permanent faculty with Ph.D.

> **07**

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		**Associate Professors**		**Professors**		**Others**		**Total**	
R	V	R	V	R	V	R	V	R	V
00	**119**	**-**	**-**	**-**	**-**	**-**	**-**	**00**	**119**

2.4 No. of Guest and Visiting faculty and Temporary faculty -- | - | | - | **83 + 04 (Court Order) = 87**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**-**		**-**
Presented papers	**01**	**20**	
Resource Persons		**-**	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Student Enrolment and Profile

The college ensures equality and wide access to the student community from different geographical areas and socio-economic, cultural and educational backgrounds.

Catering to Student Diversity

The college adopts the reservation policy framed by the Government of J&K, and the affiliating university for equitable representation of different strata of the society.

Teaching-Learning Process

The college adopts student-centric pedagogy such as participative learning, experimental learning and collaborative learning modes, for effective learning. The teachers use ICT and e-learning resources and meaningfully incorporate them in their scheme of teaching-learning. The methodologies include among other things

Field Study, Subject specific Tours and Visits to sites of relevance, Group Discussions among students and between Teacher & Learners, improved communication through the use of ICT tools.

Teacher Profile and Quality

The faculty participate in seminars, conferences, workshops to learn and keep themselves abreast with the latest developments, to innovate, to continuously seek improvement in their work and strive for individual and institutional excellence. The college conducted Extension Lecture series for faculty and students .

Student feedback:
➔ A student feedback is being obtained for their satisfaction regarding admission, teaching-learning, examination and different student support services.

2.7 Total No. of actual teaching days during this academic year   **182**

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

> **Examination**: The assessment is done on regular and continuous basis throughout the academic year by way of:
> → Class tests on completion of each unit of the syllabus,
> → Seminars and assignments; so as to prepare the students for the examinations conducted by the University.
>
> **2. Evaluation**: To ensure transparency and fairness of evaluation process and timely declaration of results a no. of measures have been taken:
> → The evaluation process has been de-centralised and the institution has been designated as an evaluation centre.
> → The students can have the photocopies of their answer scripts on demand from the Evaluation Centres.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

5		

2.10 Average percentage of attendance of students

84%

2.11 Course/ Programme wise distribution of pass percentage :

	Title of the programme	Total no. of students appeared	Division Distinction %	I %	II %	III %	Pass %
Ist Year	BA	**1174**	**0.0**	**5.5**	**31.7**	**6.1**	**43.4**
	B.Sc	**552**	**0.0**	**8.7**	**36.3**	**2.5**	**47.6**
	B Com	**267**	**0.0**	**4.5**	**23.2**	**3.7**	**31.5**
	BCA	**62**	**0.0**	**21.0**	**9.7**	**0.0**	**30.6**
IInd year	BA	**1115**	**0.0**	**3.5**	**40.5**	**13.5**	**57.5**
	B.Sc	**469**	**0.4**	**24.3**	**54.2**	**0.2**	**78.7**
	B Com	**319**	**0.0**	**1.9**	**30.7**	**10.7**	**43.3**
	BCA	**36**	**0.0**	**11.1**	**30.6**	**0.0**	**41.7**
IIIrd year	BA	**1125**	**0.0**	**3.4**	**39.4**	**8.6**	**51.4**
	B.Sc	**486**	**0.0**	**14.8**	**56.0**	**1.0**	**71.8**
	B Com	**269**	**0.0**	**8.6**	**58.0**	**9.3**	**75.8**
	BCA	**33**	**0.0**	**39.4**	**0.0**	**0.0**	**39.4**

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Contribution:

➔ IQAC ensures that the Institution publishes its prospectus and has a web-site, for enrolment of students

➔ Admissions to professional courses are done on merit basis; the admission to other courses is done on First Come First Serve basis. The college ensures equitable representation from all sections of society.

➔ Proper counselling is provided to the students regarding the choice of programs.

➔ Academic Calendar is made available at the beginning of the academic session to students.

➔ The cell helps in providing the teaching aids and ICT tools for smooth conduct of Teaching & Learning process.

Monitoring:

➔ The Time-table and college monitoring Committees ensure the Classification is prepared with an aim to utilize the available resources optimally, and ensures the time table is followed with regularity and punctuality.

➔ A well established feedback mechanism has been put in place by the cell; through which the process is evaluated on exhaustive list of parameters recorded on a questionnaire containing open and close ended questions which cover the set parameters to the maximum possible extent.

➔ The feedback is collected in a free, fair and confidential manner, by the designated teams from the students.

Evaluation:

➔ Appropriate statistical methods are employed to derive the results.
➔ The results are analysed to find out the issues with the teaching learning process.
➔ Remedial measures are taken to address the issues, if any.
➔ Most importantly, Root Cause Analysis is done to eliminate the possibility of its recurrence.
➔ The assessment methods are analysed by the cell to evaluate the Teaching Learning process, further.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	**3**
UGC – Faculty Improvement Programme	**-**
HRD programmes	**-**
Orientation programmes	**3**
Faculty exchange programme	**-**
Staff training conducted by the university	**-**
Staff training conducted by other institutions	**-**
Summer / Winter schools, Workshops, etc.	**3**
Others	**40 (Lecture series conducted by college)**

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	**31**	**48**	**-**	**46 (LFE)**
Technical Staff	**01**	**02**	**-**	**07 (Skilled LFE)**

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> IQAC plays a pivotal role in promoting research activities and facilitating the faculty to take up research activities.
> ➔ Encourages the faculty to initiate the research activities in the college; as also participation in seminars, conferences, workshops outside the institution.
> ➔ Encourages the faculty for presentation of their research findings in various national and international seminars, conferences and also publication of articles in reputed journals.
> ➔ Sensitizes the faculty about different funding agencies for research projects.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	11	15	
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5   Details on Impact factor of publications:

Range   **1.5-2.0**   Average   **1.6**   h-index   **08**   Nos. in SCOPUS   **26**

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published   i) With ISBN No.   **2**   Chapters in Edited Books   **0**

ii) Without ISBN No.   **-**

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3.8 No. of University Departments receiving funds from - **NA**

UGC-SAP		CAS	-	DST-FIST	-
DPE	-			DBT Scheme/funds	-

3.9 For colleges   Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other **State Govt./UGC**

3.10 Revenue generated through consultancy   **Nil**

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	-	02
Sponsoring agencies	-	ICSSR, Panjab University	-	-	GDC Anantnag Maraz Adabi Sangam

3.12 No. of faculty served as experts, chairpersons or resource persons   **14**

3.13 No. of collaborations   International [ ]   National [-]   Any other [-]

3.14 No. of linkages created during this year   [-]

3.15 Total budget for research for current year in lakhs :

From Funding agency [-]   From Management of University/College [-]

Total [-]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	**1**
	Granted	**-**
International	Applied	**-**
	Granted	**-**
Commercialized	Applied	**-**
	Granted	**-**

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year-

Total	International	National	State	University	Dist	College
01	-	-	**01**	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Ph. D. Guides | - | Registered students | - |

3.19 No. of Ph.D. awarded by faculty from the Institution   **Nil**

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF | - | SRF | - | Project Fellows | - | Any other | - |

3.21 No. of students Participated in NSS events:

University level | 50 | State level | 50 |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | - | State level | - |

National level | **02** | International level | - |

3.23 No. of Awards won in NSS:

University level | | State level | - |

National level | - | International level | - |

3.24 No. of Awards won in NCC:

University level	-	State level	-
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-		
NCC	-	NSS	**05**	Any other	-

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. **2013.03.05: "Tourism and Socio-Economic Complexion of North-Western India with special emphasis on Jammu & Kashmir"**, a two day National Level **Conference**; sponsored by Indian Council of Social Science Research [ICSSR] Punjab University. The conference was aimed at deliberating on the issues concerning the Geo-Tourism of the region.

2. **2013.03.23**: Celebration of **Arbor Day** in collaboration with Forest Department by planting 150 plants and saplings; highlighting the importance of plantation for the very survival.

3. **2013.05.23: "Kashmir Festival 2013"**, an inter-College **Seminar** in partnership with Tourism Department J&K. The program was aimed at employability and exploration of career opportunities in the sector.

4. **2013.06.01: "Mehfil-e-Mushaira**" in collaboration with Maraz Adbi Sangam, in which 20 noted poets of the valley participated. The importance of mother tongue in preserving the cultural identity and literature was stressed upon.

5. **2013.06.05**: **Environment Day Celebration**: A series of programs like Environmental Quiz ,, Extension Lecture, Essay Competition , Painting Competition were organised.

6. **2013.06.19: "Daur-i-Haazir mein Ikhlaq-i-Nabvi [saw] ki Ahmiyat wa Ifadiyat"**, an inter-College Seerat **Conference** on the proposition; in which 27 Degree Colleges of the valley took part. The program will go a long way in inculcating moral values in the young generation.

7. **2013.09.03: "Disaster Management"**, two day **Workshop** in collaboration with Civil Defence Anantnag.

8. **2013.10.28: "Empowering the under-privileged"**, a daylong **Seminar** on the subject in collaboration with J&K People's Education Trust welfare society as part of the social responsibility.

9. **2013.11.09: "Development and Utilization of e-Resources"**, an **Orientation** Program in collaboration with EMMRC, University of Kashmir.
10. **2013.11.16: "Kashmiri, Our Mother Tongue"**, one day conference in collaboration with Maraz Adabi Sangam. The measures for preserving the mother tongue were suggested.
11. A lecture on "**Environmentalism and Environmental Awareness**" by Mr. Sarfaraz Khalid, Assistant professor (Environmental Sciences)
12. A lecture on "Barkh"; a turbine based on Venture effect by Prof. Barkat.
13. Various placement drives in the institution in collaboration with Udaan.
14. NSS Activities:
    → Ensure rules with regard to the environment like ban on Polythene are strictly adhered to.
    → Organised Anti-Tobacco,
    → Anti-Drug awareness programs.
    → Awareness about AIDS
    → Visiting Hospitals to clean wards, distributing hygienic and nutritious food among patients
    → Organised a weeklong camp in Pahalgam to sensitise the inhabitants and Poniwalas about the importance of conservation of environment for the sustenance.
15. NCC Activities:
    → 5-7 March, 2013: Participated in CTC Camps at Srinagar
    → 18-24 March, 2013: Participated in Snow Skiing Course at Gulmarg
    → 17-26 June, 2013: Participated in Training Camp IMA Dehradun
    → 16-25 August, 2013: Participated in Picnic Camp at Leh
    → 01-24 September, 2013: Participated in Para Basic Course at Agra

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	**31.25 acres**	**-**	**-**	**31.25 acres**
Class rooms	**36**	**-**		**36**
Laboratories	**16**			**16**
Seminar Halls	**01**			**01**
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		**3.27 lakhs**		
Others		**7.45 Lakhs**		

4.2 Computerization of administration and library

Computerization of accounts section, admission section and library initiated

4.3 Library services:

	Existing		Newly added		Total	
	No.	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	**53723**	**22511086**	**429**	**140884**	**54152**	**22651970**
Reference Books	**3188**	**1535945**	**21**	**13020**	**3209**	**1548965**
e-Books	**-**	**-**	**-**	**-**	**-**	**-**
Journals	**-**	**-**	**-**	**-**	**-**	**-**
e-Journals	**N-list 2000 +**	**-**	**-**	**-**	**2000 +**	**-**
Digital Database	**-**	**-**	**-**	**-**	**-**	**-**
CD & Video	**-**	**-**	**-**	**-**	**-**	**-**
Others (specify)	**-**	**-**	**-**	**-**	**-**	**-**

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	**130**	**108**	**130**	**-**	**-**	**4**	**11**	**7(Library)**
Added	**10**	**10**	**-**	**-**	**-**	**-**	**-**	**-**
Total	**140**	**118**	**130**			**4**	**11**	**7**

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> In addition to the computer and Internet facilities at various centres in the college, a good number of students got opportunity to augment their technical skills in the leading MNCs under the various centrally sponsored schemes.
>
> 1. **2013.11.09: "Development and Utilization of e-Resources"**, an **Orientation** Program in collaboration with EMMRC, University of Kashmir. The e-content development training imparted to teachers.
> 2. **2013.05.21-31:** Two week workshop on Database Management conducted by IIT Mumbai under National Mission on Education through ICT (MHRD, Govt. Of India), attended by:
>   a. Mr. M. Maqbool Pala, Assisatnt Professor (Computer Applications)
>   b. Mr. Arshad Hussain Bhat, Assisatnt Professor (Computer Applications)
> 3. **2013.06.18:** NME-ICT awareness workshop at NIT Srinagar, attended by:
>   a. Mr. Shakti Prakash, Assisatnt Professor (Computer Applications)

4.6 Amount spent on maintenance in lakhs :

  i) ICT | **-** |

  ii) Campus Infrastructure and facilities | **1.54 lakhs** |

  iii) Equipments | **-** |

  iv) Others | **0.085 lakhs** |

  Total : | **1.625 lakhs** |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Publicity of student-centric schemes and programs through prospectus, notice boards, Web-site, print media, social networks, public broadcasts etc.
2. Sign Boards for easy accessibility to various services on College Campus
3. Constitution of Scholarship Committees to cater to different sections of student community like minority, reserved category, and PMSSS.
4. Establishment of Grievance Redressal Cell for addressing the issues confronted by the students.
5. Women Development Committee for girl students.
6. Well established IT & Students' Support Centre with dedicated IT infrastructure and manpower which acts as an interface between the University and the College; for all the eligibility, admission, registration, examination, evaluation, migration, transfer related matters.
7. Career Counselling Cell; which conducted a large no. of campus placement drives in collaboration with Udaan and MNCs for training and placement.
8. 2013.07.09: Facilitated participation of students in a one day workshop on "Awareness of PMSSS", organised by Govt. College for Women, M. A. Road Srinagar.
9. **2013.11.16:** Facilitated participation of students in an awareness and motivation session for KAS/IAS aspirants organised by Employment and Counselling Centre Anantnag in collaboration with Ascent Group at Dak-Bungalow.
10. Coaching for PG, KAS/IAS aspirants is provided under UGC initiative.

5.2 Efforts made by the institution for tracking the progression

Alumni meet

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1986 (III yr)	687	-	-

(b) No. of students outside the state

-

(c) No. of international students   -

Men	No	%		Women	No	%
	5942	**94**			**373**	**6**

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
5778	**107**	**93**	**982**	**-**	**6960**	**5510**	**41**	**49**	**715**	**-**	**6315**

Demand ratio   **1:1 (Gen)**   **1.98:1 (BCA)**   Dropout %   **9.37**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> ➔ Facilitated participation of students in an awareness and motivation session for KAS/IAS aspirants organised by Employment and Counselling Centre Anantnag in collaboration with Ascent Group at Dak-Bungalow.
> ➔ Coaching for PG, KAS/IAS aspirants is provided under UGC initiative.

No. of students beneficiaries   **200**

5.5 No. of students qualified in these examinations

NET   -   SET/SLET   -   GATE   -   CAT   -

IAS/IPS etc   -   State PSC   -   UPSC   -   Others   -

5.6 Details of student counseling and career guidance

The Career Counselling Cell of the College in collaboration with various MNCs conducted training & placement drives for the students throughout the year.

1. **2013.04.29: TCS** selected 22 students for imparting training & placement for their BPO, under the flagship Udaan Scheme of the Govt. of India.
2. **2013.05.23: "Kashmir Festival 2013"**, in collaboration with J&K Tourism, was organised. Options of employability and numerous career opportunities in the sector were shared by the participants.
3. **2013.06.12**: **NSDC** organised an awareness program on UDAAN Project, its objectives of imparting skills in the youth of J&K for better employability.
4. **2013.10.05, 06: GEMS EDUTech Services Pvt Ltd &24/7** under UDAAN selected 50 students for training & placement.
5. **2013.10.14: IL&FS Skills Development Corporation Limited** selected 20 students for undergoing training and further placements.
6. **2013.11.27: Roots Technology** selected 14 candidates for training and placements.
7. **2013.11.29, 30: Genpact** also selected 20 students for training and placements.
8. Prof. Sameena Ismail (Biotechnology) deliberated upon the career avenues in her lecture on "Biotechnology: Boon to Mankind", as part of the extension lecture series.

No. of students benefitted | **126**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	**600**	**127**	

5.8 Details of gender sensitization programmes

Participation in "Capacity Building of Women Managers in Higher Education" a workshop organised at ICSC, Srinagar.

5.9   Students Activities

   5.9.1 No. of students participated in Sports, Games and other events

   State/ University level | **64** | National level | **07** | International level | - |

   No. of students participated in cultural events

   State/ University level | **57** | National level | - | International level | - |

   5.9.2   No. of medals /awards won by students in Sports, Games and other events

   Sports : State/ University level | - | National level | - | International level | - |

   Cultural: State/ University level | - | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	**605**	**1297400**
Financial support from government	**1219**	**-**
Financial support from other sources	**02**	**-**
Number of students who received International/ National recognitions	**-**	**-**

5.11   Student organised / initiatives

   Fairs: State/ University level | - | National level | - | International level | - |
   Exhibition: State/ University level | - | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | - |

5.13 Major grievances of students (if any) redressed:

   Canteen facility and medical aid facility upgraded

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **VISION:**
> To orient with the realization of "The self" and to equip with the passion for service unto creation
>
> **MISSION:**
> a. To equip the clientele with meaningful skills for an enviable approach to life.
> b. To work in the direction of achieving autonomy with respect to course selection, evaluation and administration.
> c. To keep the academic and the non-academic faculty abreast with the changing trends vis-à-vis professional expertise.
> d. To create conditions and building infrastructure to enable "the institution with a potential for excellence" to become a deemed university in the near future.
> e. To focus on societal development, research and extension viable to the contemporary issues.

6.2 Does the Institution has a management Information System

> The college has a well established MIS which consists of an Advisory Committee at its top level headed by the worthy Principal. Its members include the Department Heads and the senior most faculty, representatives from the district administration, civil society, alumni and parents. All the long term strategic and policy decisions are made at this level. At the middle level is a number of committees headed mostly by the senior faculty and HoDs. These committees have enough human resources: faculty and support staff at the operational level to perform the routine work. The information is passed onto the higher levels for decision making by way of formal notes.
>
> This system is in transition to be made fully automated in near future. Several, milestones have already been achieved in this direction in terms of a web portal, a fully functional LAN which connects various computing and communication facilities, broadband connectivity, computerization of Administration and Library.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

The institution is not directly associated with the design and development of curriculum; however
- ➔ Faculty members are associated with curriculum design and development as part of the undergraduate Board of Studies, University of Kashmir. Besides,
- ➔ The regular feedback about the subject is conveyed to the concerned quarters from time to time.

6.3.2   Teaching and Learning

- ➔ E-Content Development & Utilization to augment the teaching-learning process.
- ➔ Extension Lecture series for faculty and students to inculcate enthusiasm by practical demonstration laws of Science.
- ➔ Field Study, Subject specific Tours and Visits to sites of relevance.
- ➔ Group Discussions among students and between Teacher & Learner.
- ➔ Improved communication between Teachers & Learners through the use of all possible channels.
- ➔ Stress on use of ICT, e-content and e-libraries to augment the T&L process.
- ➔ Frequent seminars, conferences, workshops, debates to inculcate the habit of reading, writing, speaking among students.
- ➔ Establishment of Audio Visual Centre

6.3.3   Examination and Evaluation

Examination: The assessment of the students is done on regular and continuous basis throughout the academic year by way of:
- ❖ Class tests on completion of each unit of the syllabus,
- ❖ Presentations for selected topics where need for the ICT is felt,
- ❖ Seminars and assignments; so as to prepare the students for the examinations conducted by the University.

Evaluation: Transparency: The students can have the photocopies of their answer scripts on demand from the Evaluation Centres.

6.3.4 Research and Development

- ❖ Faculty is encouraged to initiate the research activities in the college
- ❖ Faculty is inspired for presentation of their research findings in various national and international seminars, conferences and also publication of articles in reputed journals.
- ❖ Sensitizing the faculty about different funding agencies for research projects.
- ❖ Provide major infrastructural facilities like library, laboratory, computer and internet facilities and access to various journals to pursue research activities.
- ❖ Extension Lecture Series
- ❖ Encouraging and providing with the necessary guidance and support to faculty for FIP.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ➔ The college has more than 30 acres of campus with gardens, trees, flowers, all around which add to its serenity.
- ➔ The college has easy accessibility owing to its proximity to District Headquarters and to NH-1A.
- ➔ The college has sufficient no. of classrooms, laboratories, washrooms, and it has safe drinking water facility, Boys Hostel, Car Parking, ATM, Telephone facility, Xerox facility, Canteen, Student Center, Staffrooms, Girls' Common Room
- ➔ Outdoor sports facilities such as volleyball, cricket, football and indoor table tennis, carom, chess, Fitness centre/Gymnasium are available.
- ➔ Solar water system from GOI is installed for hostel.
- ➔ Construction of Auditorium and Geography Block is almost complete.
- ➔ A good no. of support staff for maintenance and upkeep of the available infrastructure has been employed.
- ➔ The college runs an IGNOU study centre in its campus.
- ➔ Library has more than 66,000 books, a dozen of Journals and 1½ dozen magazines.
- ➔ Reprographic facility exists,
- ➔ Multiple Reading Rooms are available
- ➔ Subscription to N-List

6.3.6 Human Resource Management

- ➔ Faculty is encouraged and motivated for participation in seminars, conferences, workshop and refresher courses.

6.3.7   Faculty and Staff recruitment

→ Referred the vacant faculty positions to the recruiting agency- J and K Public Service Commission and the positions have already been advertised.
→ Meanwhile the vacant posts are filled on academic arrangement basis through Nodal Office.

6.3.8   Industry Interaction / Collaboration

Through UDAAN

6.3.9   Admission of Students

Pre admission Counseling of students

6.4 Welfare schemes for

Teaching	Faculty is contributor as well as beneficiary of teachers welfare fund of the affiliating university.
Non Teaching	Financial support during unforeseen situation
Students	Financial assistance provided to weaker and under privileged section

6.5 Total corpus fund generated   **Nil**

6.6 Whether annual financial audit has been done   Yes   ✔   No

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

Audit Type	External		Internal	
	Yes/No	**Agency**	**Yes/No**	**Authority**
Academic			**Yes**	
Administrative	**Yes**			

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes [ ]   No [✔]

For PG Programmes   Yes [ ]   No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> ❖ The affiliating University has decided to switch to the Semester System from the next academic session and to the CBCS subsequently.
> ❖ Introduction of OMR in the examination is also in pipeline.
> ❖ De-centralization of the evaluation process has also been started as part of the reforms to accelerate the result declaration process.
> ❖ Online submission of practical awards is also a part of the reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

No such efforts in place

6.11 Activities and support from the Alumni Association

Alumni meet

6.12 Activities and support from the Parent – Teacher Association

No support

6.13 Development programmes for support staff

Basic computer awareness programme

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. 2013.03.23: Celebration of Arbor Day in collaboration with Forest Department by planting 150 plants and saplings; highlighting the importance of plantation for the very survival.
2. 2013.06.05: Environment Day Celebration: A series of programs were organised in collaboration with the Forest Department to mark the day.
    ii) Environmental Quiz
    iii) Extension Lecture by Dr. Bala Ji (DFO Anantnag)
    iv) Essay Competition on "Depletion and Conservation of Fresh Water Bodies in South Kashmir"
    v) Campus Cleanliness Drive
    vi) Painting Competition
    vii) Seminar on "Air Pollution and its impacts on Human Health"
3. NSS volunteers
    ii) Ensure rules with regard to the environment like ban on Polythene are strictly adhered to.
    iii) Organise Anti-Tobacco, Anti-Drug awareness programs.
4. Regular maintenance of Gardens, trees

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

➔ Extension Lecture series for faculty.
➔ Felicitation/ awarding the faculty, students and alumni for distinguished achievements/contribution.
➔ Remedial coaching available for slow learners and SC/ST students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

ANNEXURE II

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

ANNEXURE III

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)**

7.4 Contribution to environmental awareness / protection

> 1. 2013.03.23: Celebration of Arbor Day in collaboration with Forest Department by planting 150 plants and saplings; highlighting the importance of plantation for the very survival.
> 2. 2013.06.05: Environment Day Celebration and organisation of programs like:
> a. Environmental Quiz
> b. Extension Lecture
> c. Essay Competition
> d. Campus Cleanliness Drive
> e. Painting Competition
> 3.   NSS Activities regarding environmental awareness/protection:
>> a. Ensure rules with regard to the environment like ban on Polythene are strictly adhered to.
>> b. Organise Anti-Tobacco, Anti-Drug awareness programs.
>> c. Sensitise the society about the importance of conservation of environment for the sustenance.

7.5 Whether environmental audit was conducted?   Yes [ ]   No [✔]

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> -

8. Plans of institution for next year

1. To organize Faculty, student development programmes

2. To augment laboratory infrastructure

3. To install CCTV surveillance

4. Introduction of new courses/programmes

Signature of the Coordinator, IQAC

Prof. Bashir Ahmad Rather
Principal

***

ANNEXURE I

Academic Calendar for the Year 2013-14

1	**March-13**	**Admissions to 1st Year**
		Two Day National Level Conference
		Arbor Day Celebration
		CTC Camps for NCC cadets
		Snow Skiing Course at Gulmarg
2	**Apr-13**	Placement Drive-I
3	**May-13**	Kashmir Festival 2013
4	**Jun-13**	One day Mehfil-i-Mushaira
		Environment Day Celebration
		Seerat Conference
		Training Camps for NCC cadets
		Placement Drive-II
5	**Jul-13**	College Picnic
		Mid-Term Examinations
		Alumni Meet/PTM
6	**Aug-13**	**Summer Vacations: 01/08/2013-10/08/2013**
		Pri-nic Camp for NCC cadets at Leh
7	**Sep-13**	Workshop on Disaster Management
		Para Basic Course for NCC cadets at Agra
8	**Oct-13**	Seminar on Empowerment of the under-privileged
		Placement Drive-III
9	**Nov-13**	Orientation Program on "e-Resources Development"
		One day Conference on "Mother-Tongue"
		Counseling for aspirants of Administrative Services
		Placement Drive-IV
		Preparatory Holidays
		Annual Examination 1st/2nd Year/3rd Year
10	**Dec-13**	**Annual Examination 1st/2nd Year/3rd Year**
11	**Jan-14**	**Annual Examination 1st/2nd Year/3rd Year**
12	**Jan /Feb-14**	**Winter Vacations: From 11/01/2014 To 28/02/2014**

ANNEXURE II

Action Taken Report (ATR) 2013-14

The institution was successful in achieving the goals chalked out by the IQAC in the beginning of the year, to a great extent.

1. **Towards the faculty and student development** the college organized a 2 day National Level Conference; encouraged the faculty to participate in workshops, conferences, seminars and sensitized the faculty about UGC-CAS scheme from time to time. The college conducted workshop on **The Development and Utilization of e-Resources.** A lecture series for faculty and student was also organized by the college.

2. **ISR: Institutional Social Responsibility**:

    Towards this goal the college organized Blood Donation camps, Training on Disaster Preparedness, Arbor Day celebration, Celebrated Environment Day by organizing various activities like; Environmental Quiz, Extension,

    Essay Competition on "Depletion and Conservation of Fresh Water Bodies in South Kashmir", Campus Cleanliness Drive, Painting Competition, Seminar on "Air Pollution and its impacts on Human Health".

    The NSS unit of the college ensured rules with regard to the environment like ban on Polythene are strictly adhered to, organised Anti-Tobacco, Anti-Drug awareness programs, organised a weeklong camp in Pahalgam to sensitise the inhabitants and Poniwalas about the importance of conservation of environment for the sustenance.

3. **Participation from stakeholders**: The college conducted Alumni Meet and a series of special Lectures by distinguished Alumni.

4. **Better participation from differently-abled**: Necessary modifications like construction of ramps in the various buildings/blocks of the college has been made to ensure better participation of differently-abled students.

5. **Monitoring Teaching-Learning**: A special committee (College Monitoring Committee) established for monitoring the Teaching-Learning process on daily basis

6. **Encouraging Research**: Encouraged and facilitated the faculty to initiate research activities and a no. of national and international papers were published by them

7. **Growth of Physical Infrastructure**: The college successfully completed upgradation of many labs; and the work on Auditorium and Womens' Hostel is in final phase of construction.

8. **Introduction of new Courses**: The college has submitted a proposal for introduction of BBA, Social Work, MMMC, Geology and Clinical Biochemistry.

ANNEXURE II

BEST PRACTICES OF THE INSTITUION DURING 2013-14

Best Practice 1:

1. Title of the Practice: Extension Lecture Series for Faculty Enrichment

2. Objectives of the Practice: To enrich the knowledge base of faculty.

3. The Context: The lecture series were organized to enrich the knowledge base of teacher community. The discourses made by the resource persons on diverse themes enhanced the quantum of knowledge of teachers from different disciplines.

4. The Practice: The lecture series were organized for faculty utilizing the services of resource persons from within and outside the college and the college alumni. The lectures were organized on each Friday.

5. Evidence of Success: The lecture series proved helpful in enhancing the interdisciplinary knowledge of the faculty.

6. Problems Encountered and Resources required: The college utilized the existing recourses available in the college and no major problem was encountered during the lecture series.

7. Notes (Optional)

Best Practice 2:

1. Title of the Practice: Remedial Coaching

2. Objectives of the Practice: To bridge the knowledge gaps in the target group.

3. The Context: The slow learners, SC, ST students were identified and remedial classes were arranged

4. The Practice: Remedial classes for target group were arranged on weekends and during vacations so that the knowledge lags and gaps in the target group were removed.

5. Evidence of Success: The college was able to bring the performance of target group at par with other students.

6. Problems Encountered and Resources required: The faculty and infrastructure of host college was utilized and hence no major problem was encountered.

7. Notes (Optional):