



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		GOVT DEGREE COLLEGE BIJBEHARA
Name of the head of the Institution		Nazir Ahmad Chirag
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01932-233263
Mobile no.		9419040756
Registered Email		naac.gdcbijbehara@gmail.com
Alternate Email		principalbijbehara@gmail.com
Address		Nilandrus Pahalgham BijBehara road
City/Town		Anantnag
State/UT		Jammu And Kashmir
Pincode		192124
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Burhan Ahad
Phone no/Alternate Phone no.	01932234644
Mobile no.	9419017512
Registered Email	naac.gdcbijbehara@gmail.com
Alternate Email	iqacgdcbij@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=AQAR
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=AcademicCalendar

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.3	2019	01-May-2019	30-Apr-2024

6. Date of Establishment of IQAC

22-May-2017

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Annual submission of NIRF	31-Dec-2019 01	4
Counselling programmes	13-Mar-2019	550

Induction programme for new entrants	02	
Introducing use of ICT to faculty members	15-Mar-2019 02	50
Class representatives to be nominated for each class so that they can represent class and come out with problems.	01-Apr-2019 01	50
Two day workshop to abreast all faculty and officials of the institute about upcoming NAAC PEER team visit	04-Apr-2019 02	53
Counselling programme on SEC	20-Apr-2019 02	550
Organizing tours for students to Industries / research centers for practical exposure	26-Apr-2019 07	700
Annual feed back from students (Random sampling)	16-Dec-2019 01	100
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GDC BIJBEHARA	GEN	JK State	2019 365	28901000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	8
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of	No

the funding agency to support its activities during the year?

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

1. The IQAC ensured first ever successful NAAC accreditation of the institute. 2. IQAC organised seminars, conferences and invited deliberations to keep students and faculty members abreast of latest research happenings across the world. 3. IQAC made efforts towards making campus environment friendly by installing renewable sources of electricity (Solar Panels) . 4. IQAC organised various programmes so as to sensitize students to ecological and environmental issues. 5. IQAC made efforts towards digitization of the institute by installing latest IFPDs in some of the classrooms. 6. IQAC organised career counseling talks by experts of national and international repute. 7. IQAC with idea of propagating idea of environmental awareness established ECO cell in collaboration with State Pollution Control Board

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

Plan of Action	Achivements/Outcomes
Preparation of DVV report received from NAAC	DVV reoprt successfully submitted to NAAC
Preparation for NAAC-Peer Team visit	Institute accredited with Grade B by NAAC
Organising carreer counselling programmes	Career Counselling programmes organised and special talk delivered by Dr. Khalid Ur Rehman Hakeem, Associate Professor, Al Saud University KSA.
Emphasis on value Education and Gender Sensitization	Various events organized by NSS and WEC on value Education and gender sensitization.
Financial support to students	IQAC and Faculty members fund utilized for financial assistance to student
Seminar, conferences workshops should be regular feature of Academic Plan	Workshop on Science Quest in Kashmir.
Industrial cum research facility tours for students	Tours conducted by Department of chemistry, Botany, Zoology, Economics, Physics
Extension lectures	Series of Extension lectures organised.
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Advisory Committee	28-Oct-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	26-May-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1. JKCPIS for employee data 2. JKPAYS for employee salary 3. JK BEAMS for budget allocation and financial management

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institute is affiliated with the University of Kashmir and offers Bachelor's Degree programs in Arts, Science and also in Commerce from academic year 2019. Since being an affiliated institute, all the curriculum related issues are designed by the university itself though some of the senior faculty members of the institute actively participate in curriculum set up and revision process by virtue of being member of Board of studies. The College has in Choice Based Credit System (CBCS) in all its programmes which consists of Core, Ability Enhancement, Discipline Specific, Generic Elective and Skill Enhancement Courses. The institution adheres to curriculum prepared by the university along with the institutional academic calendar at the commencement of every academic year to ensure the effective and efficient curriculum delivery within the provided time framework. The academic calendar includes various institutional activities such as seminars, sports activities class tests etc. Also every department of the institution prepares the departmental time table as per the experience and skill of the teachers for performing his/her jobs in both theory and practical courses. In order to make academics more dynamic, systematic class tests are conducted and also guidance and counselling is provided to the students round the academic year. Career Counselling Cell of the institution helps students by organizing guest lectures on different themes. The traditional class work is supplemented with field trips and student seminars for the larger benefit of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
RDBMS Postgraduate SQL	-	11/03/2019	30	yes	yes
CPP	-	02/03/2019	30	YES	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Bachelor in commerce	22/02/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	Commerce	22/02/2019

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

	Certificate	Diploma Course
Number of Students	34	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Data entry operator	04/03/2019	30
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Not Applicable	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback regarding all allied academic facilities is an important quality parameter for assessing and enriching the existing academic environment in the

institute. The feedback is generally received at the end of academic year from the students. The IQAC interacts with the students and makes them aware about importance of feedback. A well worked out questionnaire vis-à-vis feedback is provided to the students and doubts regarding the same is cleared while obtaining the feedback from them. In addition feedback is also taken from the followings stakeholders: Teachers: Feedback is also taken from the teachers on the curriculum, and allied academic facilities. Alumni: Though college doesn't have registered Alumni, still feedback on facilities on the campus, curriculum, and suggestions for improvement of the curriculum is sought from Alumni. Parents: Feedback on facilities available to their wards and suggestions. The feedback collected from all stakeholders is compiled by the grievance redressal committee of the college. The same is than put forth to the college advisory committee, IQAC, College Academic committee and College Development committee. The committees then take a thread bare discussion on these issues and prepare a detailed report for submission to the principal. The principal with the college advisory committee sent these recommendation to the concerned committees, if pertains for immediate redressal or send the same to the administrative department for necessary action if required.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Bachelor in Commerce	21	21	21
BSc	Bachelor in Science	100	100	100
BA	Bachelor in Arts	992	992	992
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3464	Nil	53	Nil	53

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
53	53	17	17	1	Nil
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has established Mentor-Mentee system in which students on regular basis approach the concerned Mentor member for any help. The institute finds establishment of Mentor-Mentee system as the most important and effective empowerment method in order to help students to tread comfortably on course to their career development. The process of system is put into the wheel from the beginning of every academic calendar with organisation of Pre-admission counselling programmes for new entrants. The task of mentor is to guide the mentee to the right direction and provide an opportunity to contemplate about career options and progress and develop solutions in pursuance of various career issues thereby inculcating into the students the skills of critical thinking bestowed with confidence about decision making. The role of preparing the list of mentor-Mentee has been assigned by IQAC to Mr Abdullah Dar (Physical Training Instructor) who divides all the students into groups and allot each group to respective faculty members who would act as Student Mentor. Mentorship is for the students of all semesters with special emphasis on new entrants (1st sem. students) of the college. Mentors from the faculty are assigned to all the students' for which their time table is separately notified in resonance with the class time table. Mentors of our institution are entrusted the responsibility to activate the students for striving for academic excellence. The teacher mentor share a good relation with student mentee and are responsible for psychological well-being of their mentees. They are also entrusted with the task of monitoring the attendance, behavior and academic progress of the students. Mentors offer primary psychological counselling to those who need them and refer them for more professional counselling, if required. The mentor plays an important role in recommending needy students for financial aid as well as for remedial teaching. The mentors use both formal and informal means of mentoring. The mentor system, apart from its formal part, also exists as a robust informal mechanism to boost inclusiveness, gender sensitivity and social responsibility of students. The mentor offer guidance to student mentee regarding competitive Exams and boosts the mentees confidence. The mentors provides psychological support to the students and help in improving personal skills by suggesting personality development tips and recommending and staging student mentee to Debates and Seminar Committee so as to give vent to their talent.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3464	53	1:65

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	20	10	33	25

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	nil	Lecturer	nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	6th	14/02/2020	16/05/2020
BSc	BSC	6th	14/02/2020	16/05/2020

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

Reforms in Evaluation means the changes by which there is improvement in standard and quality of evaluation system in our institutions. Since being an affiliated college, the institute follow the procedure prescribed by the University of Kashmir to conduct the Continuous Internal Evaluation. At the commencement of every semester, Students are made aware of this evaluation process by conducting counselling programmes through different medias of the college. There are continuous efforts put in by the college to improve the performance of students by keeping in view the dynamic changes in the society. Some of the reforms our institute has made in order to identify the strengths and weakness of the students as well as assessing the extent to which learning outcomes are achieved are as follows: 1. Arrangement of Remedial classes for slow learners and interested students. 2. Conduction of Unit tests prior to the semester examinations. 3. Organisation of quiz programmes, seminars, guest lectures on continuous and regular basis. 4. Discouragement of Absenteeism.

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

The institute follows University of Kashmir which is our affiliating institute in respect of academic calendar for admission and examinations. For all other academic and Co-curricular activities the IQAC of our college in consultation with heads of departments, time table committee and examination committee prepares academic calendar of the session and incorporates components like theory, laboratory work, student seminars at departmental level, extension activities. Academic activities are given priority and all other activities are performed without disturbing the classes. At the commencement of every academic year through Counselling program students are informed about the internal and external assessment system.

2.6 – Student Performance and Learning Outcomes

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

http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=Programme_Outcome

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BSC	BSc	Bachelors in Science	70	57	81
BA	BA	Bachelors in Arts	569	459	80.8

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2.7 – Student Satisfaction Survey

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

http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=Student_Satisfaction_Survey

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 – Resource Mobilization for Research**

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	Not Applicable	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Science Quest	Department of Zoology	30/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	31/12/2019	NIL

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	01/01/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Not Applicable	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Environmental Science	2	0
National	Education	1	0
International	History	1	0

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

Department	Number of Publication

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Biochar: Preparation, Properties and Applications in Sustainable Agriculture	Ashaq Ahmad Dar, Mohd. Yousuf Rather, Javid Manzoor, Waseem Yaseen, Khursheed Ahmad Wani Dheeraj Vasu	International Journal of Theoretical Applied Sciences	2019	5	Govt. Degree College Bijbehara, Jammu and Kashmir, India.	5
Learning Styles in the Context of Reasoning and Problem Solving Ability: An Approach based on Multivariate Analysis of Variance	Mehraj A Bhat	International Journal of Psychology and Educational Studies	2019	5	Govt. Degree College Bijbehara, Jammu and Kashmir, India.	5
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Learning Styles in the Context of Reasoning and Problem Solving Ability: An Approach based on M	Mehraj A Bhat	International Journal of Psychology and Educational Studies	2019	5	5	Govt. Degree College Bijbehara, Jammu and Kashmir, India.

ultivariat e Analysis of Variance					
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	1	1	Nill
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Participation of NCC in annual training camp	NCC	1	13
Plantation drive	NSS and DFO Social forestry Department, Anantnag	3	20
Campus cleanliness drive	NSS	40	20
World No tobacco Day	NSS and Eco Club	4	150
Environmental week	NSS and Department of EVS	12	400
World Against Child labor	NSS/NCC and Department of Political science	5	50
International Day against Drug trafficking and illicit trade	NSS/NCC and Department of Political science	5	150
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nill
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/ collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such

	agency		activites	activites
Afforestation drive	NSS and Social Forestry Department	Plantation Drive	3	20
Swachh Bharat Scheme	NSS	Cleaniliness drive PHC Bijbehara	40	20
Save Water	NSS and Department of EVS	Save Water	5	40
Women Empowerment Club	NSS/NCCWomen Empowerment Club	Beti Bachow Beti Padaw	5	100
Women Empowerment Cell	Women Empowerment Cell and BMO Bijbehara	Female health and hygiene	5	150
Women Empowerment Cell	NSS/NCC/Women Empowerment Cell	Save the Girl child	10	200
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Not Applicable	Not Applicable	Not Applicable	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Sharing of training facility	Customer support service	Aegis Customer support service	02/05/2020	02/05/2020	30
Training	Business Process Outsourcing	BPO Centre Pradhan Mantri Kaushal kendriya Anantnag	24/04/2020	29/04/2020	30
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
The Jammu and Kashmir Bank ltd	01/01/2019	Collection of fees	3464
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
231.25	231.25

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Soul 2.0	Partially	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Library Automation	1	50000	Null	Null	1	50000
Text Books	9008	2041725	2828	1204766	11836	3246491
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	01/01/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	59	45	0	10	0	4	0	0	0
Added	10	10	0	0	0	0	0	0	0
Total	69	55	0	10	0	4	0	0	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	www.gdcbijbehara.edu.in

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
21.89	20.94	35.87	34.61

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

The college has well set up policy and procedure for overall monitor and proper utilization of the facilities such as laboratory, library, sports infrastructure, IT infrastructure, classrooms, etc. available in the campus. For smooth conduct of all the affairs of the institute, a number of committees are framed by Principal in consultation with college staff counsel. Periodic meetings are convened by these committees to take stock of the issues and recommend the same to principal for necessary augmentation of the existing resources. The Principal of the college convenes meeting of IQAC coordinator, convener of Advisory, Academic, Purchase and Development committee appraising the quorum about status of financial position of the institute. The college Development committee headed by the Principal monitors the civil works carried in the institute and is entrusted with maintenance, upkeep and upgradation of infrastructure. Funds are sought from Administrative Department for the same. Funds received are allocated to different departments based on the requisition submitted by head of departments for smooth conduct of academic affair for the year. Purchase is done through proper tendering or on GEM portal following all codal formalities. The HODs are accountable to the Principal who organize efficiently workforce, maintaining duty files containing details about their individual fixed responsibilities etc. Every department maintains a stock register of the available equipment. The Lab assistants under the supervision of concerned HODs maintain the efficiency of the college computers, accessories and other Lab. Equipment. Adequate in-house staff is employed order to maintain hygiene and congenial learning environment. The campus is monitored through

CCTV surveillance Cameras. The responsibility for utilisation of sports facilities rest with the Department of Physical Education which prepares a yearly calendar of the sports activities to be held in the college. Our college has a well-furnished library accessible to the students and the staff throughout the year. The staff deployed for its maintenance is well trained and the functioning is coordinated by a professional Librarian.

www.gdcbijbehara.edu.in

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	College financial aid	147	342500
Financial Support from Other Sources			
a) National	Post Matric scholarship	1151	6800000
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Extension lecture on career and fellowship opportunities outside India	03/07/2019	250	Kashmir Guidance cell and career counselling cell
SEC counselling	01/04/2019	300	Career counselling cell
Personal counselling and mentoring to new entrants	14/03/2019	400	Career counselling cell
Soft skill development in introduction to computers	01/03/2019	30	College IT cell
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career	150	500	46	Nil

Counselling

No file uploaded.

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
7	7	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	6	BA	Arts	The University of Kashmir	MA Political Science
2019	8	BA	Arts	The University of Kashmir	MA Urdu
2019	1	BA	Arts	The University of Kashmir	M.Ed
2019	4	BA	Arts	The University of Kashmir	MA Islamic Studies
2019	4	BA	Arts	The University of Kashmir	MA Mathematics
2019	8	BA	Arts	The University of Kashmir	MA Education
2019	4	BA	Arts	The University of Kashmir	MA Arabics
2019	5	BA	Arts	The University of Kashmir	MA English
2019	4	BA	Arts	The university of Kashmir	MA in Economics

2019	2	BSc	Science	The University of Kashmir	MCA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

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

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

Activity	Level	Number of Participants
Annual College Road Race	Institutional level	32
Annual College athletics meet	Institutional level	50
College Inter-house table tennis tournament	Institutional level	30
College Inter-house table Badminton tournament	Institutional level	16
College Inter-house table Volley ball tournament	Institutional level	80
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	9th South Asian Hakuakai karate championship 2019/SILVER	International	1	Nil	248	Hafiz Mohammad Asif
2019	World Hakuakai karate championship 2019/BRONZE	International	1	Nil	248	Hafiz Mohammad Asif
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institute keeping in mind political sensitivity of the state does not encourage establishment of student unions . However a student member and the class representatives are members of some important such as IQAC and Course review committees

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

120

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

There is well stratified distribution of administrative responsibilities among the faculty members. The constitution of different committees is the basic foundation to this strategy. The college staff council has framed 39 committees to whom different responsibilities have been assigned. Each committee is broad based comprising of a convener and various members from the faculty, ministerial section and in some cases student representatives also. The conveners and members are sharing the administrative responsibilities, which ensure decentralized method of functioning. The committees are college advisory committee, development committee, purchasing committee, IQAC, admission committee, debates committee, cultural committee, stock verification committee, ITC committee etc. The Advisory, IQAC and Development Committee forms important recommendation units for all operational decisions. The Academic committee overlooks all academic affairs of the institute. The Admission Committee charts its modus operandi a week before the commencement of new admission process so as to ensure comfortable completion of student admission process. The Career Counselling committee conducts counselling sessions for new entrants acquainting them with the available options so that they are able to take decision as per their individual aptitude. The College Development committee, during the admission days, deploys some Local fund employees to help the students at different levels of admission process. The Time-table Committee prepares a well thought out classification and time-table which is displayed for the information of the students. The first ever successful NAAC assessment of the institution is also an illustration of participatory management where IQAC distributed the job right from preparing of SSR to assistance to the PEER team during their visit to the institute among faculty members who have hard for months as a unit to get the institution through this process in a respectable manner.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	The college being the affiliated college of University of Kashmir, follows examination rules and regulations as the said university notifies. However, internally the college has well established examination committee through which all the departments conduct internal evaluation of students through class tests, presentations, project work, field work etc.
Teaching and Learning	1.The college adheres to the academic calendar 2 The institute has well qualified and dedicated staff. 3.Conventional methods are aided with modern teaching pedagogy. 4. ICT usage for effective learning. 5. Best possible class rooms and labs are made available to students 6. Remedial classes for those in need. 7. Enriched library for faculty and students.
Curriculum Development	Our college being the affiliated college of the University of Kashmir, follow the curriculum as prescribed by the university through its board of studies for different courses and subjects. The college academic calendar is semester based and is choice based credit system
Human Resource Management	1. Various initiatives for implementing policies and processes of the Higher Education Department are taken by the college to maximise the performance of the employees 2. The institute promotes participation of faculty members in Faculty development programmes, seminars and conferences. 3. For effective implementation of the institutional action plan, the institution practices participative management and sharing of responsibilities. Faculty is involved in different committees for monitoring various functions of the college like discipline, admission, exams, etc. 4. The non-teaching staff are managed through the establishment section of the college by assigning them different ministerial works in consonance with their designation and technical knowhow. 5. The Local fund employees are kept under the disposal of Heads of

	<p>various departments/sections for providing helping hand of diverse nature.</p>
<p>Admission of Students</p>	<p>1. The admission policy of the institution is carried out as per the norms of the affiliating University and government orders and is highly transparent. 2. Any student belonging to region, caste, or gender is entitled to seek admission in the college provided he/she fulfils the requisite eligibility criteria. 3. The College ITSS centre created by affiliating university provides easy access to students for admission processes. 4. Admission committee ensures that the online admission process is accomplished in stipulated time frame allotted by the recognizing university.</p>
<p>Industry Interaction / Collaboration</p>	<p>1. The Institute is striving to create an ecosystem for innovation and training of stakeholders, for transfer of knowledge from institution to industry and vice-versa. 2. Departments have time to time collaborated with various govt. and nongovt. organizations for student field visits and laboratory tours. 3. Lectures by domain experts are organised.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>1. The college Library is partially automated. 2. The college has well established computer lab with 45 computers 3. A computer browsing centre, with high speed internet facility is accessible to students. 4. Some classrooms are equipped with IFPDs, Some classrooms with LCD projectors. 5. The college has Well-equipped Physics, Chemistry, Zoology, Botany, and IT Labs 6. The college has sufficient no. of classrooms, laboratories, washrooms, and safe drinking water facility, Car Parking, Xerox facility, Canteen, Student Center, Staffrooms, and Girls' Common Room. 7. Two new academic blocks one funded by JK Govt and one by World Bank are near completion and will augment the existing infrastructure of the institution. 8. The institute has one multipurpose sports hall and gymnasium centre</p>
<p>Research and Development</p>	<p>The college is offering undergraduate programmes only, however, the college has established research committee which encourages faculty members to</p>

participate in conferences, seminars and other FDPs. The committee encourages the faculty members to publish their research work in reputed journals.

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

E-governance area	Details
Planning and Development	The college has adopted the strategy of e-tendering and GEM bidding. However normal tendering practice is also in vogue. The tenders, quotations and proposal for purchase of goods and services are routinely advertised in leading newspapers.
Finance and Accounts	The e-governance has been implemented in Finance and Accounting procedures. The college has adapted the JKPAYSYS for payments made to different agencies which include Govt., Private, Individuals and PSUs for construction, purchasing etc. The electronic transfer of salary to the employees is done directly through their bank account. Almost all the purchasing is now promoted through GEM portal. BEAMS is used for allocation of funds whileas Public Financial Management System (PFMS) is also used in some cases for fund management and e-payments to beneficiaries.
Student Admission and Support	The admission related news, admission procedures, information about the courses with learning outcomes and future prospects are easily accessed through a updated website. The admission process is done through online mode whose portal is developed and maintained by the affiliating university. In addition to, other information such as the timetable, latest development in the college, student notices and deadlines, facilities provided by the college, student events are regularly updated on the institutional website.
Examination	The college ensures that the website is being regularly updated to keep the students and faculty informed about the upcoming examination schedule for both theory as well as practical examinations.
Administration	The College Principal circulates the administrative-academic orders-Notices-Directives on Official College WhatsApp Group and College official website. The

students are informed, if required, through SMS service of the College. The college also utilizes JKCPIS (Jammu Kashmir Centralised Personnel Information System) database for administrative purposes, which is an e-governance application of Govt. of JK, so as to bring efficiency in compiling information of importance

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Talk on google classroom	Nil	15/03/2019	15/03/2019	53	Nil
2019	Use of different ICT tools	Nil	15/03/2019	15/03/2019	52	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
workshop on basic econometrics and its application	1	01/07/2019	07/07/2019	7
82nd General Orientation course	1	25/02/2019	26/03/2020	31
Refresher course in disaster	1	01/02/2019	23/02/2019	23

management				
83rd General Orientation course	2	09/07/2019	30/07/2019	21
Refresher course in disaster management	1	30/01/2019	21/02/2019	22
workshop on MOOCs, e-content development and open educational resources	1	18/06/2019	24/06/2019	07
workshop on E-learning and smart classroom technology	1	24/12/2019	25/12/2019	02
workshop on E-learning and smart classroom technology	1	30/12/2019	31/12/2019	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
20	53	9	9

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund. New Pension Scheme. Group Medical Insurance. Medical and Maternity Leave. Medical reimbursement to employees. Sponsoring teaching faculty for attending professional development programmes. Special Study Leave is endorsed and recommended by the Principal of the college.	General Provident Fund. New Pension Scheme. Group Medical Insurance. Medical and Maternity Leave. Medical reimbursement to employees. Special Study Leave is endorsed and recommended by the Principal of the college.	Financial Aid/ PostMatric Scholarship, Poor Fund, Medical facility available. Exemption of Examination Fee for orphans and Physically Challenged Students by the affiliating University

6.4 – Financial Management and Resource Mobilization

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

Internal Audit is conducted by Audit Committee of the college constituted by the Principal for the academic session. The committee carries out a continuous examination of accounting, financial and other activities of the college in accordance with the financial regulations. As per system in vogue, the external

audit is conducted by Accountant General's Office and JK Finance Department.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	College Academic committee
Administrative	No	Nil	Yes	College Advisory committee and IQAC

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

Though there is no formal parent teacher association at college level however Regular feedback and suggestions from parents are sought for overall development of the institution.
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6.5.3 – Development programmes for support staff (at least three)

1. The college conducts annual training programme for laboratory staff to improve their skills 2. The college trains local fund employees for carrying different daily chores. 3. The college organizes training programme for LFE on basic computer skill
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. The institute augmented ICT infrastructure for effective teaching learning. 2. More classrooms were made ICT enabled by Installing IFPDs 3. The institute improved its computer student ratio by purchasing more computers. upgraded the existing browsing center. 4. Upgradation and Automation of library is in process. 5. Installation of optical based leased line
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6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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2019	Class representatives nominated for each class so that they can represent class and come out with problems	01/04/2019	01/04/2019	21/12/2019	16
2019	Conducted one day workshop to prepare all faculty members for first ever NAAC Assessment of the institute	10/03/2020	01/03/2019	11/03/2020	55
2019	Counselling programmes/induction programme for new entrants	13/03/2019	13/03/2019	19/03/2019	500
2019	Conducted workshop on usage of different ICT tools for faculty members	15/04/2019	15/04/2019	15/04/2019	52
2019	Post graduation Career opportunities counselling	03/07/2019	03/07/2019	03/07/2019	200
2019	Representation of students in college committees	25/02/2019	25/02/2019	31/12/2019	6
2019	Organizing more Research/Industrial tours for real time exposure	01/03/2019	01/03/2019	21/12/2019	700
2019	Annual Feedback	21/12/2019	21/12/2019	21/12/2019	100

2019	Environmental awareness	05/06/2019	05/06/2019	11/06/2019	500
2019	Career opportunities in sport Expert talk by Indian Cricketer Pervaiz rasool	09/04/2019	09/04/2019	09/04/2019	250
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Save the Girl Child	10/07/2019	10/07/2019	200	10
Female health and hygiene	17/07/2019	17/07/2019	150	Nil
BETI BACHOA BETI PADAW	04/12/2020	04/12/2020	100	5

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

Percentage of power requirement of the University met by the renewable energy sources
The institution relies on AC power supply as and when required. To minimize electricity consumption, LED bulbs have been installed in all sections of college. Moreover the institution has shifted to renewable sources of electricity by installing some solar panels

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	20
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	25/11/2	6	lending		Nil

			019		of college facilities for B2V programme	Redressal of issues of local governance	
2019	Nil	1	26/12/2019	3	Establishment of Electoral literacy club to aware first time voters	Awareness on importance of voting	500
2019	1	Nil	01/01/2019	365	Lending of sports ground to locals (Every evening)	recreation	100
2019	1	Nil	26/02/2019	1	Lending of auditorium to Election training staff	Easy accessible training centre	553
2019	1	Nil	16/03/2019	1	Examination conduct centre for JA posts to JKBOSE	Easy accessible exam centre	150
2019	Nil	1	23/04/2019	1	Lending of minimum facilities for conduct of parliamentary elections	easy accessible polling booths	Nil
2019	Nil	1	01/06/2019	1	Rally against Tobacco use	awareness on tobacco abuse	150
2019	Nil	1	12/06/2019	1	Rally against child labour	Awareness on harms of child labour	50
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
<p>Professional code for employees</p>	<p>01/01/2019</p>	<p>GDC, BIJBEHARA has upheld and will continue to uphold the highest levels of ethics and integrity in all its affairs. A: Teachers Handbook 1. Teachers should handle the subjects assigned by the Head of the Department 2. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same. 3. Tutor - Ward system must be effectively implemented. Teachers shall monitor the respective group of students who are attached to them. 4. Assignment topics for each course are to be given to the students within a week of the beginning of the semester. 5. Teachers should be good counselors and Facilitators. They should help, guide, encourage and assist the students to ensure that the Teaching-Learning Process is effective and successful. Value based education must be their motto. 6. Teachers should maintain decorum both inside and outside the classroom and set a good example to the students. 7. Teachers should carry out other academic, cocurricular and organizational activities that may be assigned to them from time to time. Punctuality and Attendance 1. Teachers must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise they are</p>

assigned duties elsewhere. 2. Prior written permission should be obtained for reporting late in the morning or leaving early in the evening without detriment to their duties. Permission for going out of the College shall not be given during the class hours. 3. Teachers should sign the attendance register while reporting for duty. 4. Teachers must be aware of their workload per week. 5. Teachers are expected to be present in the college campus at least 10 minutes before the College beginning time. 6. Teachers should remain in the campus till the end of the College hours.

B: Non-Teaching Staff

1. Non-Teaching staff working in the College office or departments should remain on Duty during College hours They should report for duty at least 30 minutes in advance

2. Non-Teaching Staff assigned to Laboratories should keep the Labs clean. 3. Any Loss or damage to any article in the Lab or Class Room should be reported to the HOD in writing immediately.

4. Non- Teaching Staff, working in the Lab, shall maintain a stock register for all the articles, equipments, chemicals, etc. It shall be submitted to the HOD and the Principal at the end of each semester and their signatures obtained.

5. Non-teaching staff will carry out their duties as instructed by the authorities to whom they are attached. 6. Non-

		<p>Teaching staff shall not leave the College premises without permission before 4.30 p.m. Besides Above mentioned code of conduct, the employees of the college are governed by service rules of JK CIVIL SERVICE RULES.</p>
<p>College Student prospectus</p>	<p>01/01/2019</p>	<p>A: Students The institution lays primary emphasis on the maintenance of discipline. The students are advised to strictly follow the following code of discipline: 1. Students must carry the Identity Card with them on all days and should produce the same as and when asked for. 2. Entry of outsiders in the college without proper permission from the Principal is strictly prohibited. 3. Smoking/alcohol inside the college campus is strictly prohibited. 4. Students shall not be allowed to enter the college campus after 10:30 am and leave before 3:30 p.m. 5. It is mandatory for every student to maintain proper discipline in the college campus. Any kind of act by the student that amounts to indiscipline will make him/her liable to imposition of heavy fine or even expulsion from the college. 6. Pursuant to the directive from the Hon'ble Supreme Court and endorsed by the Hon'ble High Court of JK, the UGC and the Higher Education Department, JK, ragging in the educational institutions has been banned under law and, therefore, any student found involved in ragging</p>

in the College will be dealt with under rules which can include even expulsion from the institution. 7. A student shall be allowed to appear in the examination only if he/ she has obtained at least 75 attendance in all the subjects. 8. Every student shall come to the college in proper uniform.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
international day against drug abuse and illicit trafficking	26/06/2019	26/06/2019	150
Ramadhan: Month of Blessing	16/05/2019	16/05/2019	100
Ageing with Dignity	16/07/2019	16/07/2019	200
Environmental week Islamic perspective	12/05/2020	12/05/2020	100
World No Tobacco day	01/06/2019	01/06/2019	80
World Food Safety Day	07/06/2019	07/06/2019	50
World Ocean Day	08/06/2019	08/06/2019	50
World Day against Child Labour	12/06/2019	12/06/2019	50
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Celebration of weeklong Environment Awareness Programme every year.
2. Different programmes such as quiz, painting competition, cleanliness drives (Swachh Bharat) etc. are being organized in the college campus.
3. Declaring campus No Polythene Zone
4. Initiating small scale water harvesting
5. Annual Plantation drives in campus.
6. Switching to renewable sources of energy.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES: (I) Title of the programme: Financial Assistance for Admission in the College Objectives: Financial support to needy students with poor economic back ground. Context: The College since its establishment in this town with poor educational background is making serious efforts to benefit the weaker sections of the society by way of the making opportunities available to them for pursuing higher education. However, as the law of nature goes, because of financial constraints, some unfortunate students are not able to afford this

luxury. As far as the practice of the Institution is concerned, a good number of such students are provided financial assistance by the Institution during their stay in the college. However, students are entitled to such assistance only after they are enrolled in the College for some course. Some distressed students often approach the college for some concession in the fees at the time of admission in the college. But as per the standing directives from Administrative Department no fee concession is permissible at the time of admission to any of the students. Practice: It is in this backdrop, that the staff of this college took it as its moral responsibility to ensure that no student is denied the chance to fulfill his/her dream of higher education for want of resources required for admission. As such, the teachers in the college started a novel practice to make a contribution from their pockets to provide financial assistance to such marginalized students so that they can fulfill their dream to march towards the acquisition of knowledge. Ensuring that the self respect of beneficiaries is not hurt, one of the senior faculty members of the college, has been requested to exercise complete authority to accommodate such students by debit to the pooled resources by the staff and to ensure that the name of the beneficiary is not divulged in any manner so that the self esteem of the beneficiary is not hurt. Moreover, in order to ensure their seriousness in studies only a part of the fees is provided from the pool and a portion of it is left to the student to manage. But care is always taken that money should never become a reason for any of the students to be unable to seek admission to the college. We realize that this a modest effort on part of the institution towards this social cause, however this is a humble beginning which may lay foundation for a good philanthropic exercise in the college and exfoliate in financial numbers. Evidence of success: The number of students who have benefitted from this initiative since the inception of this practice has reached 95. (II) Title of the programme: Adoption of a local school for mentoring Objectives: Extension of improved facilities to School students of local community Context: The College not only confines its role to impart education to its students but also tries to bring forth the hampering issues faced them during early phases of their education. During the counselling sessions with enrolled students, what often came forth is that most of the students are first generation learners of their respective localities and the schools they earlier were part of lacked basic facilities. Practice: The College as part of its social responsibility has adopted a feeding Higher Secondary School (HSS Mahind) located in a farflung and down trodden area lacking basic facilities with the aim of providing logistic, sports and laboratory facilities to its students so that some sort of yearning is aroused in their minds regarding their future plans of education. The college with an aim to act as mentor for the adopted school provides stage to these young students to improve their curricular and co-curricular skills by familiarizing them with novel and advanced methods by keeping our labs and sports facilities available to them on specific days. The students are invited to participate in our debates and seminars and participate in regular friendly matches with our students in the college campus itself. Availability of college science labs was worked out and conveyed to them. Evidence of success: The continuance of the practice is a success in itself and students are getting benefitted out of it.

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

<http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=BestPractices>

7.3 – Institutional Distinctiveness

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

The vision of the institute is to "strive to produce competent human resource

for various sectors through effective teaching learning and development" with the Mission "strive towards providing quality education in various branches of knowledge for creating an integrated social fabric and strive to develop better moral values among the youth aimed at building a strong and viable society through effective involvement of the stake holders". The college currently offers its services to more than 3000 students and has been successful in realizing its mission to a considerable extent. With the focus to serve students of different backgrounds, The College offers various programmes under Bachelor of Arts, Bachelor of Science and Bachelor of commerce. For effective teaching-learning process ICT based approaches have been used. Students are given the wide option for choosing elective papers that address cross-cutting issues. The traditional mode of education is supplemented with Guest Lectures, Presentations and Exhibitions on topics encompassing global importance. For practical world knowledge, regular Industrial visits, field/study trips are organised. In order to expand the horizon Workshops for Students are organized on regular basis. The Students are encouraged to participate in Sports events for their overall development. For all development of the students, Intra and Inter-collegiate cocurricular/ extracurricular activities are organised so as to provide stage to the students to express and polish their skill and talent as well as enrich their knowledge. The Students are provided ample opportunities to participate in the NSS activities. The N.S.S. unit has conducts a number of extension and outreach activities which help the students to inculcate social responsibilities and values in order to transform them in to good citizens.

Provide the weblink of the institution

www.gdcbijbehara.edu.in

8.Future Plans of Actions for Next Academic Year

1. The institute plans to improve basic amenities in the campus. 2. The institute plans to digitalise all its classrooms by installing IFPDS with internet and lecture recording facility. 3. The institute intends to establish a virtual laboratory with 30 computers and high speed internet facility 4. The institute intends to set in motion wheel for introduction of BVoC courses beginning with launch of few courses such as Food and Science technology as "Embedded courses". 5. The institute plans to upgrade library and enrich book collection. 6. To arrange local and short excursion tours. 7. The institute will gradually switch towards renewable sources of energy. 8. The institute will expedite the process of registering College Alumni. 9. The institute will try to implement all suggestions put forth by NAAC Peer Team