YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Government Degree College Bijbehara
• Name of the Head of the institution	Nighat Fatima
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01932233263
• Mobile No:	9419040756
• Registered e-mail	naac.gdcbijbehara@gmail.com
• Alternate e-mail	principalbijbehara@gmail.com
• Address	Nilnandrus Pahalgham road, Bijbehara
• City/Town	Anantnag
• State/UT	Jammu and Kashmir
• Pin Code	192124
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**The University of Kashmir, Srinagar**
• Name of the IQAC Coordinator	**Burhan Ahad**
• Phone No.	**01932233263**
• Alternate phone No.	**01932233263**
• Mobile	**7889791516**
• IQAC e-mail address	**naac.gdcbijbehara@gmail.com**
• Alternate e-mail address	**principalbijbehara@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 Web link:	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=AcademicCalendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.3**	**2019**	**01/05/2019**	**30/04/2024**

6.Date of Establishment of IQAC	**22/05/2017**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
GDC Bijbehara	**GEN**	**JK State**	**2020 & 365**	**859.43**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	03
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

1. IQAC recommended and successfully helped in installation of IFPD in all classrooms thereby upgrading ICT enabled infrastructure in the institute. 2. IQAC successfully submitted the AQAR for the subsequent year. 3. IQAC organized in collaboration with Department of Urdu state level conference during the year. 4. IQAC organized in collaboration with Departments of the institute several webinars during the first covid-19 pandemic wave. 5. IQAC recommended establishment of virtual laboratory and upgradation of browsing center. 6. IQAC recommended introduction of two sill courses : (a) Food and Science Technology (b) Computer skill course. 7. IQAC in coordination with Admission committee and Career Counselling Committee organized Pre-admission counselling for the new entrants.

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

Plan of Action	Achievements/Outcomes
1. Upgradation of existing ICT facilities	1. IFPDs were installed in some more classrooms
2. Augmentation of library resources	2. More books were purchased for the college library.
3. Upgradation of browsing centre	3. Existing facilities in the browsing center were enhanced
4. Organization of seminars and conferences	4. (a).Conference on LOCF was organized by Department of Urdu. (b). National webinar on New Educational policy 2020 was organized by department of Education.(c). Webinars on several themes were organized.
5. Industrial cum research facility tours for students	5. Research learning tour SKUAST-KHUDWANI/ Industrial tour to Lassipora for Entrepreneur development were organised
6. Financial support to students	6. Financial support was provided to desired needy student from College aid and from contribution made by faculty members of the institute.
7. Preparation and Submission of AQAR report, NIRF	7. NIRF and AQAR report compiled
8. Extension activities for Student holistic development	8. Various extension and outreach activities were carried out by NSS, NCC, Women Empowerment Cell of the institute for overall development of the students

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Advisory and College NAAC advisory committee	01/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	28/02/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1   176

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1   3293

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2   00

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3   770

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1   53

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   31

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	176

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	3293

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	00

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	770

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	53

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	31

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	19
4.2 Total expenditure excluding salary during the year (INR in lakhs)	260.9
4.3 Total number of computers on campus for academic purposes	114

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution is affiliated with the University of Kashmir and as such the main task of curriculum desigining lies with the affliating university which though is enriched by participation of our teachers in Board of Studies meetings organized by affiliating university from time to time. The insitute has developed effective system of curriculum delivery mechanism in place. The Institution in addtion to the academic calendar provided by the affliaing university also formulaltes its own academic calendar so as to incoprorate different activities related to the designed syllabus for effective curriculum delivery. For effective curriculum planning, development and deliverance, keeping in view CBCS model which is in operational, well planned work schedule with a consideration of due weightage for each paper and number of hours allotted as per University guidelines is formulated. Every department prepares at the begining of new academic session a workload statement over which the general time-table is prepared. Accordingly each department prepares its own teaching plan

allotting term-wise topics to be taught within the stipulated time. In order to develop the cognitive skills and give better practical insight to the syllabus, series of interactive activities like group discussions, quiz, debates, power point presentations,academic tests, etc. are made part of regular classwork delivery mechanism. The periodic tutorial / class test examinations are conducted in order to assess the understanding of the students. Practical and theoretical examinations are conducted to judge the understanding of the students.The effective delivery of the curriculum includes a wide variety of steps like work culture, supervision and revision through periodic meetings with the principal, faculty and students.

All the laboratories are upgraded annually as per requirement of the curriculum. Subject tours and industrial visits are organized to provide practical exposure to the students. Skill oriental courses are offered to the students for enhancing their skill and access to jobs in national/international job markets.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Since the institue being an affliated college,we follow the procedure prescribed by the University of Kashmir to conduct the Continuous Internal Evaluation. For Science Subjects, each department has a well drafted internal evaluation schedule/system which includes practical exams, viva-voce. These assessments are carried out by the concerned teachers on the set dates and time. For Arts and Social Science subjects, Internal Evaluation of students is done through assignments, class tests and presentations helping the teachers to identify the strengths and weakness of the students. There is a proper schedule for conducting the assignments which the students know in advance.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

3

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

53

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

53

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

The college being affiliated to the University of Kashmir which after consultation with the college Principals and few faculty members who are part of Board of studies (BoS) drafts the curriculum for the institues of the kashmir valley. The curriculum is so designed to create awareness relevant to gender, environment and sustainability, human values and professional ethics.The College at its own level devises programmes related to Gender, Equality, Sustainability, Human Values and Ethics by organising various extension lecturers by the experts on varied themes over a period of time. The College teachers engage the students in various activities through NSS, NCC and also through programmes on the social issues. To ensure gender equality, both male and female students are provided with equal opportunities to work together

for achieving the common goal of attaining leadership qualities.
For sensitizing the students regarding environment and
sustainability, the College has in place a regular subject
entitled "Environment Studies" wherein Environmental issues are
dealt with in detail in the Classroom by a specialized team of
teachers from the relevant field.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

100

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=Student_Satisfaction_Survey

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

3293

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

25

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	No File Uploaded

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution has a comprehensive mechanism to assess the learning levels of the students by continuously evaluating them on various parameters. A multi pronged strategy is adopted to assess the students keeping in view the varied levels of mental aptitude prevailing among them. At the commencement of evey academic session, counselling sessions are held for them in order to gauge their aptitude and judge their previous levels of learning. Accordingly slow learners and those with special abilities are identified. Regular class tests are conducted to periodically assess the learning levels of the students. Subsequently special remedial classes are conducted for the slow learners. The College Debating and Seminar Committee along with Career Counselling Cell periodically conducts programmes of interest like quizzes, mental aptitude tests, drawing and painting competitions with a special focus to promote talent of the enrolled students. Further expert lectures are also organised by inviting different personalities from fields of Psychology, Medicine, Pedagogy and Art and Culture in order to learn about the modern and psychological trends in teaching learning process.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
3293	53

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Institution works hard to prompt its faculty members to ensure students active participation in the classrooms and make the teaching learning process more viable. The different departments of the institution make use of different enhanced techniques such as charts, models, power-point presentations to make system student friendly.The faculty, besides normal theoretical lecture method and practicals engages students in field works, subject wise departmental programmes (Intra College Debates and Seminars). In the classrooms, teachers craft instruction and apply technology in a way that best serves learning needs of each student. The institution conducts study tours to develop the interest of students in their respective subjects and make student participation more practical. Students are also advised to participate in sports competitions to exhibit talent in variety of games and to foster spirit of togetherness and leadership.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute has been regularly upgrading its ICT facilities so as to improve teaching learning process by providing more techno-facilities for lecture delivery mechanism. The use of ICT facilities has been very well recieved by the student community and its adds to the clarity of the concepts on various topics by augmentation of traditional teaching facilities with simulataneous use of powerpoint presentations, documentaries and internet during the lecture delivery. Every faculty member of the institue puts ICT facilites to use so as to make the lecture more attractive and informative. Infact during the covid-19 pandemic, use of ICT proved very beneficial for imaprting education, conducting examinations and organisation of various extracurricular activities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=ICTFacilities

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

53

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

53

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

17

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

153

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institute has developed its own mechanism of internal assessment which is monitored by examination committee and is transparent and robust. Guidelines for internal assessments are prepared in line with the University guidelines and are made available to the entire faculty. The faculty members, however, have a certain amount of flexibility in deciding on the kind of assignment so that creativity is not compromised. The evaluation schedule for the information of the students is issued well in advance and is displayed on the notice board and on the college website. The assessment calendar contains detailed information about the various steps and methods of evaluation process. Continuous assessment report of all the courses is made available to the students by the concerned teachers in the class. Internal examiners are appointed for each subject by the concerned department to evaluate internal examination.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

This college has its own examination committee headed by the coordinator which looks into the grievances of students and follows the modus operandi laid down by institution vis-à-vis Kashmir University guidelines. The Examination cell takes full care of students whom they find feeling down due to their under-performance. The cell carries interactive sessions with students and makes them aware of the possibilities that they can explore and provide proper and conducive atmosphere addressing the grievances of the students regarding the examination. If any of the students has any grievance regarding the internal examination, all these issues are resolved by the coordinator examinations of the college in consonance with the regulations of the University.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	http://gdcbijbehara.edu.in/Main/Feedback.aspx?active=lnk2

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The mechanism followed by the institution to communicate the learning outcomes to the teachers and students involve the availability of hard copy of syllabi and Learning Outcomes in the departments for ready reference to the teachers and students. Learning Outcomes of the Programs and Courses are also uploaded on the website of the institution for reference.The website is constantly updated by incorporating more information in this regard. For any further queries, the students are asked to consult their concerned subject teachers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=Programme_Outcome
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution conducts various internal examinations such as practical exams, viva-voce, class tests, etc. through which outcomes and attainments of various programmes and courses are evaluated. Our college keeps track on the performance of the pass out students in the different competitive examinations conducted by various agencies and organizations to see as to what extent the desired outcomes have been achieved. The institute also evaluates the outcomes of various programmes and courses through particiaption in different departmental programmes organised by departments of the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during

the year

522

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://egov.uok.edu.in/results/viewresult.aspx

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

`00`

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

`09`

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

`11`

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

02

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has in place two units of National Service Scheme (NSS) which consists of a Programme officer (coordinator) and 2 student coordinators. This committee has exceptional and enlightened mentoring process through which many social behaviors are observed and accordingly corrective measures taken to modify any misconduct. In order to sensitize the students about gender equality, environmental concerns and some menaces prevalent in society different programs have been organized by the college. The college through its NSS wing organised many door to door Covid awareness programmes in the year 2020. The NSS of the institue was deeply involved in providing accomodation, food and other faclities to the stranded labourers in the district from various parts of country during Covid-19 pandemic lockdown in the year 2020.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<u>View File</u>

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

456

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College with campus area of 62 kanals has well furnished spacious and fully electrified class rooms. The College has 19 classrooms of different capacities, and 5 well-designed laboratories equipped with ample infrastructure to meet the requirements of UG students.The Computer Applications Department acts as a nodal centre to support all digital needs of the

college. The institute also has a newly established small but important inudstrial skill computer laboratory. The college library is equipped with nearly 10000 books, and is upgraded on yearly basis on this front. The college library is now supplemented with a browsing centre with 32 computers. The college has installed high speed internet leased line to cater the needs of students and faculty transaction with digital world. The college has student and faculty support facilities available viz, Rest rooms, Library, Reading Room,Common Rooms and Lawns.The college has a well furnished spacious auditorium with a seating capacity of 250.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

The institution has requisite infrastructure and human resource for faciliatation of cultural and sports activities.The institute has a very big sports ground where major outdoor sports events are organised. The college has multipurpose sports hall for indoor games. For all cultural activities the institue has well designed and equipped auditroium. The college has also procured equipments for establishment of gymnasium.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

14

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

211.27142

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The Institution has a functional library committee headed by the librarian. The main function of the Library Committee is to ensure quality books for the library and recommend ways, list deficiencies and suggest measures for making the library a knowledge encyclopedia.The college library has almost completed the process of automation with SOUL 2.0 library software for ILMS.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

7.0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The college in order to complement the teaching learning process has put in place suitable IT facilities.The computer lab is equippped with high end computers supplemented with 6 KVA UPS to ensure un-interrupted power supply. The classrooms are equipped with LCD projectors and IFPDs.The main building of the college is Wi-Fi enabled. The installed leased line provides 100Mbps data at the ratio of 1:4. The latest IT updates include:

1. Installation of 3 IFPDS in 2020 and 7 more in 2021.

2. Installation of Digital notice board.

3. Upgradation of Internet speed.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

136

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

49.67

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	**No File Uploaded**

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

All the developmental/Constructional works are done through a chain of college committees comprising of regular faculty/contractual faculty. The maintenance of buildings, classrooms and laboratories are taken care by College Development Committee. The HODs are accountable to the Principal who while functioning as Heads efficiently organize the workforce, maintaining duty files containing details about their individual fixed responsibilities etc. The convener conducts periodic checks to ensure the maintenance of the infrastructure. Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Auditorium and laboratories are cleaned and maintained regularly by supporting staff assigned for each floor. Wash rooms and rest rooms are well maintained. The Green Cover of the campus is well maintained by full-time gardeners and Ground Staff. The smooth functioning of equipment like Generator, Air Conditioners, CCTV Cameras and Water Purifiers, water supply etc. in the college is ensured through the well trained plumbers/electricians. The campus is monitored through surveillance Cameras. Periodic reporting on requirements of repairs and maintenance is submitted by the concerned HOD to the principal of the college. The requirements are collectively processed before the beginning of every semester so as to keep things ready for the new semester. Housekeeping services are regularly executed and monitored.

Every year the Department of Physical Education prepares a yearly

calendar of the sports activities to be held in the college and tries to meet the set target in line with the sports calendar prepared by the University of Kashmir. 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

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

360

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

127

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	www.gdcbijbehara.edu.in
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

600

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

600

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

70

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

3

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Though the institution doesnt encourage any student unionism due to some unfavourable conditions in the valley and that also the afflaiting University of Kashmir has already banned any student politics and unionism,. However, students' participation in Course Review Committees and other College Administrative Committees is ensured on the regular basis. The committees are headed by the Principal with subject HODs along with the students. To promote student leadership qualities and active participation in co-curricular activities, the students are free to organize any literary Social or Cultural event where college provides them every support

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

12

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development

of the institution through financial and/or other support services

The college alumni association is in the process of registration. However, given the circumstances prevailing in this part of country there are lots of formalities involved in obtaining no objection certificates in respect of the members proposed for the executive council . However Alumni meets are organised annually in the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: The College shall strive to produce competent human resource for various sectors through effective teaching, learning and development process.

Mission: The College shall strive towards providing quality education in various branches of knowledge for creating an integrated social fabric.The college shall 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 primary policy of the institution is in tune with its vision and mission that is to impart first-hand knowledge, inculcate democratic values, rational outlook, leadership qualities and how and in what capacity to respond to the opportunities and challenges of the modern world.The institute in order to achieve academic excellence and for smooth functioning of various affairs practices participative governance being reflective of its vision

and mission statements. The institue through constitution of various committess comprisng faculty members, admisntrative staff and students promotes participative governanace.Each committee which is usually headed by a senior faculty member who assists head of the institue in execution of various academic and administrative activities. The committees function as advisory bodies to the college Principal who in turn discharges his duties through the recommendations of the committees.Hence institue promotes in a democratic manner decentralisation of the power for the governance which in turn promotes inclusiveness, efficiency and general welfare. The constituted committees enjoy no discretionary powers and the institue follows in letter and spirit the rules and regulations of the higher education department, guidelines from UGC and statutes of affiliating university.The perspective plans towards the achievement of academic excellence for the institution are laid well in advance and the institution strives for the fulfilment of said plans. The desired objectives as reflected in the perspective plans of the institute are tried to be achived via medium of the participative governance. The inclusion of students in various committees envisages the vision and mission of the college. The institue has an active student council, consists of all the class representatives (male and female) which acts as advisory body to the college adminstration on issues of students concern.

The institution in pursuance of striving to accomplish the goals and perspective plans with regard to moral, social, ethical and environmental issues organinses on regular basis workshops, seminars and interactive programmes concerning the said issues. Thus, the overall governance policy of the institution is constantly motivated and reflected by the Vision and mission statements of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal who is the administrative head of the institution convenes formation of various committees thereby involving faculty, Non teaching staff, Adminstrative officers as well as

students in making the decision for the implementation of the policies. The Head of Departments are fully responsible for teaching and other activities of the departments. The conveners of the different committees have autonomy to frame policies according to their requirements, keeping in mind the norms of JKHED and JK Government.The various committees constituted at the begining of every academic session, as reflective for decentralization and participative management by the institue, are:

1. College Advisory Committee

2. IQAC

3. College Development Committee

4. College Admission Committee

5. College Examination committee

6. CollegePurchase Committee.

7.Academic Affairs Committee.

8.Discipline/Grievance Redressal Committee.

9.GSCAHCommittee

10. College Anti-Ragging Committee

11. College Scholarship committee etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institue has a prospective plan for holistic development which includes planning of teaching -learning process,human resource management and infrastructure development.The fast pace of increase in the number of students and introduction of new subjects demanded availability of more and more class rooms for

which steps have already been taken to complete the process in a phased manner and in this regard two new academic blocks one funded by JK Goverment and other by World Bank are near completion.

In academic sphere, planned in advance and executed in a time-bound manner, special lectures, fieldtrips, study tours are orgainsed to widen the horizon of student knowledge. The quality enhancement policy of the college is in tune with the parent university (Kashmir University) and UGC. All the strategic plan and deployment documents are sent by University of Kashmir and many are available on the Website of Kashmir University. The college administration has taken upon itself the task of enhancing as well as facilitating improvement of qualification of the teaching staff so that they become more competent in teaching and research and adapt to the fast changing trends at the global academic and intellectual fronts. Following are some of the Committees / Cells of the College that monitor quality; Academic Committee ,IQAC, Time Table Committee,Development Committee,Advisory Committee and Purchase Committee.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=strategicplan
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Principal of the college functions as the head and mentor of decentralized governance system. Various committees have been formed to plan and monitor the functioning of different departments/sections of the college. Administrative responsibilities are delegated to teachers on the basis of their competence, commitment and attitude to meet the institutional objectives. The Administrative office monitors the release of all college funds and ensure adequate checks and balances. Though the major policies of the college are framed by JK Government and Department of Higher Education, however, decisions regarding Academic improvement, student welfare, sports and cultural activities are formulated and strategised by various college

committees at the college level under the supervision of the Principal.The proposals put forth by the committtees of the college are discussed and resolutions are adopted for prompt implementation.The appointment and posting of faculty for the institue is prerogative of Jammu and Kashmir Higher Education Department and is as per UGC norms. The work load is allocated to the staff members according to their specialization. The Principal and IQAC regularly receives the feedback from the all stakeholders regarding teaching, administrative and co-curricular activities so as to review all activities of the institution.The problems and suggestions are invited and discussed in college Advisory meet and necessary steps are taken for their execution.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://gdcbijbehara.edu.in/Main/ViewPage.aspx?Page=Organogram
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Being a State Government institution, all the facilities available to other Government Employees of J&K including the retirement,

gratuity and leave encashment benefits, Mediclaim facility, GP Fund facility and pension benefits to the employees' recruited upto 2010 and NPS facility to appointees post 2010, Leave to teaching and Non-teaching employees, Festival Allowance, house building loan, consumption loan facility,Maternity and Child-care leave to the female employees are applicable to employees of the institute also. The College provides financial assistance to its staff (particularly Class IV) in the institution at times of distress or natural calamity.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

44

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The College as per the guidelines of Department of Higher Education, Government of Jammu and Kashmir has a system in place in accordance with the format of University Grants Commission guidelines for performance appraisal of every staff member. The

self appraisal form consist of different information such as workload, participation in seminars, workshops, conferences, publication and other activities performed by the faculty during the session.The self appraisal form is scrutinized by the IQAC and submitted to the Principal.On this basis the principal prepares confidential report evaulating the faculty which is subsequently forwarded to the cadre controlling authorities for the purpose of promotions and incentives etc.Teachers which excel are felicitated in annual functions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The mechanism for the audit is as per the directions and guidelines of the UGC and higher education department, Government of J & K. The College has a committee for internal audit. The income and expenditure of different heads are regularly audited. The external audit in which an audit team from the Department of Finance,Government of J & K visits the college and audits the purchase and expenses incurred from funds generated through fees, UGC and UT grants. The last audit was done in March 2021 byDepartment of Finance, Government of J & K.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The JK Government is the major funding agency . The institue for effective and efficient mobilisation of funds has constitued various committes such as College Development committee, Purchase Committee, and College Advisory committee. The mobilization and utilization of funds is supervised by an expert Accountant/Account Assistant from Department of finance J&K Government.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC since its inception has effectively been involved in the overall development of Institution as a whole by assuring variuous quality initiatives. The contributions of IQAC have been documented in previous AQARs (2018,2019) of the institute. Some of the recent contributions of the IQAC are as Organisation of LOCF and Urdu conference by Departmeny of Urdu,Counselling programmes/induction programme for new entrants, organisation of various webinars during Covid-19 pandemic,organisastion of various online quiz programmes during Covid 19 panademic to keep students abreast with latest happenings in the academic spheres. IQAC in collobartions with various departments of the institue organised national webinars for faculty such as Two Day National Webinar on the theme "Understanding NPE 2020: An Academic Perspective" . IQAC in collobration with Department of Zooolgy and Botany organised a workshop on "Biodiversity : Status & Future Prospectus"(State

level). Women Epowerrmnet cell of the institue organised an offline seminar on Gender sensitization. NSS in collobration with IQAC carried several Covid Aawerness and other outreach programmes during the Covid-19 pandemic. IQAC reccomneded upgradation of IT infrastructure of the institue which resulted in installation of more IFPDs in the institute as well as upgradation of existing browsing centre and purchase of more computers for the student use thereby improving student computer ratio

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC conducts a meeting quarterly for various academic, extracurricular activities and development affairs of the institue. However at the end of the academic session, an annual meeting is carrried to analyse strength, weakeness, oppurtnities and challenges of the institue as well as to check the learning process, structures & methodologies of operations and learning outcome so as to figure the achievements of IQAC in particular and the institue in general. This helps the institue to formulate in well advance the policies and strategies to achieve the goals in tune with its mission and vision.After every annual meeting , the suggestions put forth by IQAC are deliberated by College IQAC-Advisory committee for necessary modifications and devising of the stratgey. As planned by IQAC,various Departments of the institute organises workshops, training programs and guest lecturers periodically addressed by the eminent persons from Industry, Academic and Research Institutions. A detailed report is prepared and assessed with necessary actions for the annual meeting. Feedback from various stakeholders also help IQAC to review its functioning and formulation of new academmic calendar and prepation of Instituional Developmemantal Plan.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	http://gdcbijbehara.edu.in/Main/Default.aspx
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institue organises various programmes on women empowernent and their well being. The institution always remains under CCTV surveillance to ensure safety especially of female students .The institue ensures safety and securtity of the girl students during their stay in the campus as well as provide them specific facilities such as common room, rest room. The institute ensures equal opportunity to female students in sports activities as well as other co-curricular activites. The institue every year organises programme on eve of International women's day, as well as invite legal luminaries for enlightening women about their

legal rights.The institution has a women grievance cell which looks after the issues pertaining to women in particular. Girl's welfare committee, GSCASH and grievance cell is capable of dealing with the cases (if any) very confidently with its team of Principal, functional head of the cell and women faculty members.Our institution organizes counseling programs to help students in improving decision making skills, self-esteem and motivation as well as to encourage elimination of sex bias and stereotyping.

File Description	Documents
Annual gender sensitization action plan	The Institute is committed to Gender sensitization and needs of particular gender. With this aim, the annual gender sensitization plan has been chalked for its implementation.The institute adheres to different regulatory bodies and recommendations are implemented in letter and spirit. The Plan of Action is accordance with circulars of these bodies/agencies. The institute plans to carry out following programmes for the academic year.
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Safety and Security, Counselling, Common Room available

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management	

The institue has put in a system for segregartion of solid wastes such as plastic, glass wastes and biodegradables which accumulates in the campus. The biodegradable wastes are buried in the pits which increase the fertility of the soil profile of the campus whileas rest of the waste is disposed to the local municpal committee for further processing. For liquid wastes the municpal drainage is the main source of disposal. The IT cell of the institute look after E-wastes generated in the campuswhich is either put in dislpay for some practical uses of different labs or disposed as per the established norms. As far as water recycling is concerned, rain water is harvested and collected in two large water tanks and same is used for gardening purposes.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered**	B. Any 3 of the above

> **vehicles**
> 3. **Pedestrian Friendly pathways**
> 4. **Ban on use of Plastic**
> 5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college organises programmes both within and outside the campus which promote idea of tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic and other diversities.The college provides opportunity to the students belonging to the different sects to speak about their ideas with aim to imbibe the values of tolerance and harmony among different sects of society. The institue every year organises week long programme on eve of Gandhi Jayanti so as provide an holistic environment for senstizing the idea of peace, tolerance and harmony. The institue often organises programmes outside the campus for welfare of society such as medical camps at far off villages, cleaniliness drives at places of public importance etc. The institue organises programmes which help in inculcating the sense of unity among all stakeholders and such programmes will remain part of our college activities in future course of time as well.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The insitute prepares a calendar of events in the begining of every new academic year which gives special thrust on organisation

of programmes which promote values of love, brotherhood, equalitiy, rights, responsibilitiesand duties of citizens.Several programmes and special talks are organised to sensitize the students and employees of the institue towards their duties to the nation as well as promote universal values and ethics. To inculcate awareness among the students and employees on these various obligations, the institue organises programmes which highlight the achievements of prominent personalities (national heroes) of India and emphasize their contribution in nation building and human welfare. The college in the recent past celebrated Gandhi Jyanti, birthdays of Dr Radhakrishnan day, Sir Mohammad Iqbal.The college provides opportunity to the students belonging to the different sects to speak about their ideas and tries to imbibe in them the values of true patriotism, non violence, love for humanity and respect for all religions, universal brotherhood etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

| **7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized** | A. All of the above |

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institue from time to time celebrates and organises programmes on various national festivals and birth anniversaries of renowned personalities of the country. Every year, our college celebrates Teachers Day on 5th September with the aim to familiarize the students with the multi-dimensional contribution of Shri Radhakrishanan . The institue also celebrates Gandhi Jayanti week from 2nd to 8th October by organizing different programmes and events related to Gandhian philosophy and its relevance to the present time.Iqbal day is celebrated with lot of fervor to bring forth Iqbal's scholarly and philiosophical contributions. The institue in order to inculcate the sense of cleanliness amongst the student community in particular and society in general organizes Cleanliness Drives wherein the students are encouraged to move out of the college premises and carry out cleanlinesscampaigns in the different nearby localities. Some of the successful drives conducted by the college areSwachta Hi Seva hai, Swachta Pakwada and cleaniness drive at neaby village Lehandajan,Pahlgham.The staff participates actively in the celebratory functions of Independence DayandRepublic Day every year held at District Headquarters Ananatnag and Tehsil headquarters Bijbehara. In addition, it is in the yearly schedule of the college to organize "Women's Day ", World AIDS Day, No Tobacco Day, Voluntary, Blood Donation Day , UN Day,Human rights day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

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 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 125.

(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 some 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,auditorium 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

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 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 " To 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. Intra and Inter-college 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.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

1. Upgradation of ICT enabled infrastructure 2. Change the campus to more nature friendly one 3. To organize more talks on women empowerment and gender sensitization 4. To observe all days of national importance 5. Upgrade the existing browsing centre facilities

6. To increase the number of class rooms to cater the needs of the students

7. To add more subjects to the existing basket of courses offered by the institute.

8. To set up gymnasium for the in campus students.

9. To introduce Honors programme.

10. To increase the carrying capacity of the institute vis-a-vis students