



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
GOVT DEGREE COLLEGE BIJBEHARA**

**Anantnag
Jammu And Kashmir
192124**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I: GENERAL INFORMATION

1.Name & Address of the institution:	GOVT DEGREE COLLEGE BIJBEHARA Anantnag Jammu And Kashmir 192124	
2.Year of Establishment	2005	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	18	
Programmes/Course offered:	3	
Permanent Faculty Members:	16	
Permanent Support Staff:	13	
Students:	3245	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. impetus given to girl education 2. youth is channelized to mainstream of the society 3. catering the need of rural poor and tribal students	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 15-04-2019 To : 16-04-2019	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. V GOPAL REDDY VANGALA	FormerVice Chancellor,PALAMURU UNIERSITY
Member Co-ordinator:	DR. RAJEEV KUMAR	Director,Maharshi Dayanand University Rohtak
Member:	DR. ANURADHA RANADE	FormerPrincipal,DSPMS KVPENDHARKAR COLLEGE OF ARTS SCIENCE COMMERCE
NAAC Co - ordinator:	Dr. Vishnu Mahesh K R	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion 1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

Government Degree College, Bijbehara, a coeducation college, was established in 2005 and is affiliated to the University of Kashmir, Srinagar J&K. The college offers U.G. programmes in Arts, science and commerce. The college follows the syllabi framed by the affiliating University. The syllabus has been revised in 2016 under CBCS and semester pattern is adopted under academic flexibility. Two Add-On courses recently started, one in Vermi Compost Producer and other in Customer Care Executive funded by RUSA. One certificate course in computer science is started in collaboration with NIELIT, Srinagar and other Certificate course on Spoken Tutorial Project is introduced in collaboration with IIT Mumbai funded by National Mission on Education through ICT, MHRD, Government of India. Three teachers of the college are on Boards of Studies of the University of Kashmir. One teacher is on Academic Council of the University of Kashmir. One teacher is on the Board of Professional Entrance Examination of Jammu and Kashmir. The college prepares academic calendar for all streams across all semesters. Each individual teacher takes care of the teaching plan as recommended by the University. Some departments take up field visits and projects. The institution organizes certain cross cutting issues. The college conducts extension lectures by experts on gender equity & sustainability programmes a paper on Environmental Studies is included in all courses as per the directions of Hon'ble Supreme Court of India. Impetus is given to girl's education. Youth is channelized into mainstreams of society. College is catering to true needs of rural students, poor and tribal students of the society. Women's redressal cell is in place. Various departments organize lecturers on Human values especially on Gender equity, women empowerment and skill development for the students of college.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The institution follows the norms and reservation policies of the Government & the university in making admissions. Immediately after the admission process is over, the slow and advanced learners are identified through assignments and class tests. The slow learners are given extra coaching and inputs. The college incorporates English language skills to the Urdu medium students. Advanced learners are encouraged and facilitated to study beyond the curriculum and made to solve problems of higher learning. Participative learning is encouraged in the institute. The students are taught how to make power point presentations and asked to give presentations on various topics. Different departments of the institution make use of charts, maps and modules for better understanding of the subject. The group discussions, subject related assignments on different topics are arranged. Various audio visual aids are being used to comprehend and grasp the lessons more effectively. The smart classroom facility is also used. Field trips, educational tours are conducted to enhance their first hand experience of the subject. At the institutional level unit wise monthly class tests and viva voice examinations of the students are conducted by the college for continuous internal evaluation. Prior to 2016 there was mechanism of the internal assessment. However that was dispensed by the affiliating university. The examination related grievances of the students are addressed by an examination committee of the college. The academic calendar prescribed by the affiliating university is strictly adhered. The various departments prepare their academic calendar that include skill development classes, presentations, seminars etc. Each programme has well defined PO, CO and PSO that are displayed on college website and communicated to the students and teachers from time to time. The attainment PO, CO and PSO are evaluated through student progression to higher studies and passing out of competitive examinations conducted by the

various agencies.

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Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

The college encourages faculty members to carry out research and publish research papers in journals and periodicals of repute. To share the knowledge, seminars and workshops are conducted. The institute encourages faculty members to attend orientation programmes, refresher courses, conferences and workshops. The students are also encouraged to write short stories and newspaper editorials. The idea and proposal of one of the student from the local village to reduce the pollution emanated through automobile exhaust was forwarded to the concerned authorities by the innovation and incubation cell of the college. To impact and sensitize students to social issues and their holistic development, various extension programmes were organized under the umbrella of NSS, NCC, Road Safety Club, Red Ribbon Club. These include awareness about menace of smoking, AIDS, use of polythene etc. NSS volunteers encourage students to prepare paper bags in the college and distribute the same to the local vendors and shopkeepers to avoid the menace of polythene. In addition to these college also organizes regular blood donation camps. NSS units organize special camps of one week duration in the nearby villages. The college organizes annual plantation drive in and around the campus. The college has also organized special disaster management mock drills. A medical awareness programme and cleanliness drive was organized by the college at a tribal area, Lehandajan. The college has adopted a Government Higher Secondary School in a nearby village, Mahind to develop learning skills of the students. Few NCC cadets participated in NIC camps held in different parts of the country.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has 8.25 acres of land with a built up area of 4382 square meters with 17 furnished classrooms with requisite capacities and 5 laboratories. However the college is in the process of creating additional classrooms, laboratories and other infrastructure. The construction for the same is in progress. The college has audio visual systems, 55 computers and 7 projectors, 2 uninterrupted power supply systems with limited internet facility. Other facilities include auditorium with 250 capacity, a green house and herbal garden etc. The college library has 9000 books and a reading room which has a capacity to accommodate only 50 students. The library needs to be fully automated. However the required SOUL 2.0 software is acquired by the college. The college library has few rare books and manuscripts including European travelogues and books by Biscoe, Brinkman and Robert Thorpe. The college updates its IT facilities however at slow pace. Wi-Fi facility is recently installed that is accessible in the main building of the college. The speed of the internet needs to be upgraded. However more computers systems need to be added as per the increasing strength of the students. More books to be procured and seating capacity of the reading room to be increased. The college has sufficient purified water supply, number of washrooms for both boys and girls, ramp facility and parking space. Various committees in the college are constituted including college development committee, College science equipment purchase committee, College IT facility committee, College purchase committee, College Sports committee to look after issues related to maintenance, purchase and utilization of physical, academic and support facilities. The college has adequate facility for sports managed by physical education department in the college. There is a multipurpose sports hall with several indoor games and some parts of the ground used for games like Cricket, football ,volley ball, kabbadi etc. Some students of the college are selected for university team specially in Cricket and Volley ball. Various student houses run under the supervision of different faculty members to carry out sports activities and some Yoga Classes.Since it is Government run college the maintenance of infrastructure and new structure is taken by state R&B.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The college has no formal student council due to prevailing conditions of Kashmir valley. The Government has banned student elections in the state. However, several students are involved in various committees/Cells of the college including course review committee, college administration committee, women empowerment cell, canteen Committee based on their attendance and merit along with principal and subject HOD's. The college administration is decentralized through committee system. The college has recently initiated the process to register the Alumni Association. The first international cricketer from Kashmir Parvez Rasool and a para cricketer Amir Hussain Lone, captain of para cricket team are proud alumni of the College.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The college governance is in tune with the vision and mission of the institution which is evident from the various committees effectively working in the college. These committees deliberate on various issues to make the governance smooth, student-friendly and creative. The principal supports faculty members working on moral values, rational outlook and proper learning atmosphere in the college. There is an inclusive and participatory working culture in the college for both academic and non-academic activities through various committees, cells and units. Every faculty member and staff of the college pursues their work in a team spirit. The quality enhancement and other activities in the college are tuned with the affiliating university and the UGC guidelines and their documentation is available on their respective website. The college administration maintains the documents related to various academic accounts and activities in the college to enhance/facilitate the college administration in a proper manner and to achieve the strategic plan. Keeping in view the future needs of the college, the college is making efforts for infrastructural development and core facility improvement in the college through various schemes and measures. The organizational structure of the college

is in tune with the affiliating university, and the rules and regulations of the department of Higher education of the state. The administrative set up and functions of the college for service rules procedure, promotions, recruitment, grievance redressal mechanism work in well defined manner under the supervision of Principal as a head of the institution. The various cells and committees in the college have need based meetings and minutes of the meeting are recorded. The resolutions passed in the meeting after the approval of competent authorities are implemented. For teaching and non-teaching staff of the college, various welfare measures are as per the state government norms being a state run government college. However financial assistance was provided to the needy and class IV employees during natural calamity and at the time of distress out of the pool fund of the college. The college maintains performance appraisal system annually for teaching staff in accordance with the guidelines of UGC and department of higher education of the state. The internal and external financial audits are carried out every financial year respectively through audit committee and accountant General office, finance department of the state. The suggestions given by the respective committees are incorporated from time to time for maintaining the accounts and utilization. The college receives funds from UGC, state government and RUSA besides the admission fee. The regular budget register is maintained indicating in flow and out flow of various funds. These funds are properly utilized for the purpose it is meant for as per the requirement on the recommendations of the audit and purchase committees. IQAC cell was formally constituted in May 2017 in the college and has taken various initiatives to promote and assure quality in the college in terms of strategies. The IQAC committee consists of seven active faculty members. However, advisory committee for the IQAC has yet to be constituted. Feedback mechanisms from the stakeholders need to be improved. At periodical intervals, through existing IQAC cell teaching learning process is monitored and suggestions for improvement are incorporated in structures and methodologies of operation. However the cell needs to be strengthened and make more efforts for the upgradation of the college. During last five years incremental improvement has been observed in academics, infrastructure and administration particularly in last three academic years.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The college has taken up several security measures to ensure safety of the female students. The students are issued identity cards and they are under CCTV surveillance. To address the grievances Women Grievance cell is in place in the college. Various awareness and counseling programs for the girl students are organized from time to time. The college has organized around 20 gender sensitization programmes in last five years including 'Beti Bachav-Beti Padao.' There are separate common rooms and rest rooms for female students. Dustbins are placed at several locations in the college that segregates solid waste which gets disposed off

through Municipal committee, pits and Vermi-Compost. However there is no management system for chemical and e-wastes. There is no structure for rain water harvesting purpose. The bicycles are less used by the students as the students use college bus and local buses for the transportation purposes. In fact roads approaching to college are not pedestrian friendly and the college has taken up the matter with the local administration regarding the improvement of the same. The college campus is more or less plastic-free and is taking steps to make office work paperless. The green landscape in the college is by the nature itself and human induced factors of college help in its maintenance. The college organizes tree plantation drives both inside and outside the campus. Important national festivals, birth and death anniversary of some great Indian personalities are celebrated. In the financial, academic and administrative matters the college maintains transparency which is evident from the fact that various notices are uploaded on the college websites; purchases are made through online mode; staff salary is disbursed through bank accounts; Online admission process through norms and procedure of the affiliating university including admission fees. Accountant General office of the state conducts audit periodically. The college carries out two best practices i.e. first is adaptation of a rural-belt higher secondary school for mentoring and support. The other best practice is producing biodegradable bags as alternative to the polythene bags and distributing the same to the local vendors and shopkeepers. The college mentors the students of Adopted higher secondary school by providing logistics, sports and laboratory facilities to the students. The college has also donated, from its assets, 70 student desks and 30 writing-pad chairs for the students of the adopted school. The students of the college also make paper bags from the material provided by the college and those bags are distributed by the students to the local vendors and shopkeepers. The college has one distinctive area of performance in the sense that they provide financial support to the needy and poor students out of the contribution of faculty members from their pockets. Moreover the college is located in a rural area and is admitting many first generation learners from a tribal area.

Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength

Strength

- Co-ed Institution with 40% girls.
- Good infrastructure facility.
- Good quality of teachers.
- Vast catchment area consisting of four districts.
- Vertical mobility of students.
- College results are higher than University average.
- Provision of Co-curricular and extracurricular activities.

Weakness

- Inadequate staff
- Lack of hostel facilities for boys and girls
- Inadequate transport facility.
- Lack of independent library block.
- Inadequate common room facilities.

Opportunities

- Introduction of carrier oriented courses.
- Opportunity to submit proposals to funding agencies.
- Scope for strengthening placement cell.
- Scope for more social outreach programmes.
- To start more add-on programmes.

Challenges

- Soft skill enhancement programmes.
- Involvement of the Alumni of the college required to be encouraged for their contribution.
- Below average students are admitted to the college.
- Conducting of workshops, seminars and conferences.

Creation of awareness regarding eradication of Cannabis cultivation

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- To introduce professional courses at UG level like BMS ,B&I,BBA & BCA
- More teaching posts to be sanctioned and filled up
- More infrastructure facilities to be created.
- Automation of library and adding more books
- English language laboratory to be established
- More ICT enabled teaching learning
- More Computer systems to be added
- Broad band connectivity to be enhanced to at least 50MBPS
- Center for competitive examination to be established
- Renewable energy systems like solar energy to be installed

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. V GOPAL REDDY VANGALA	Chairperson	
2	DR. RAJEEV KUMAR	Member Co-ordinator	
3	DR. ANURADHA RANADE	Member	
4	Dr. Vishnu Mahesh K R	NAAC Co - ordinator	

Place

Date

NAAC