



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT DEGREE COLLEGE KUPWARA
Name of the head of the Institution	Prof (Dr) Farooq Ahmad Malik	
Designation	Principal	
Does the Institution function from own campus	Yes	
Phone no/Alternate Phone no.	+911955252155	
Mobile no.	9419036917	
Registered Email	kcollege786@gmail.com	
Alternate Email	principal@gdckupwara.edu.in	
Address	Bohipora Kupwara	
City/Town	Kupwara	
State/UT	Jammu And Kashmir	
Pincode	193222	
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Prof. Rashid Ashraf
Phone no/Alternate Phone no.	+911955252155
Mobile no.	9596272805
Registered Email	iqac@gdckupwara.edu.in
Alternate Email	iqacgdckupwara@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	_https://gdckupwara.edu.in/images/AQAR15.PDF
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.gdckupwara.edu.in/images/AC16.PDF

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	75.80	2004	16-Sep-2004	16-Sep-2009

6. Date of Establishment of IQAC

02-Nov-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Alumni meet	14-Nov-2016 1	100
Submitted AISHE	19-Jan-2016	10

	1	
Organisation of SA MA PA a musical concert in collaboration with Jammu and kashmir information department.	24-Mar-2016 1	640
Plantation Drive in collaboration with NSS units of the college	29-Feb-2016 1	175
Workshop on Prime Ministers Special Scholarship Scheme PMSSS	11-May-2016 1	490
Awareness Programme under Udaan Scheme, a Special Industry Initiative (SII) for Jammu and Kashmir J&K is funded by the Ministry of Home Affairs and implemented by National Skill Development Corporation NSDC	17-May-2016 1	300
Zahanat-e-Kashmir Talent Hunt programme	30-May-2016 1	100
Career counselling programme for admissions in Islamic University of Science and Technology, Awantipora kashmir	31-May-2016 1	410
Seminar on Nazool-e-Quran Majeed	23-Jun-2016 1	280

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Construction of Lecture Block C	Infrastructure development	State	2017 360	90

[View Uploaded File](#)

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes																
Upload the minutes of meeting and action taken report	View Uploaded File																
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No																
12. Significant contributions made by IQAC during the current year(maximum five bullets)																	
<p>Following significant contributions are made by IQAC during the current year.</p> <p>1. Conducted workshop for students under Prime Ministers Special Scholarship Scheme PMSSS for admission to different Professional Colleges in India. 2. Alumni meet organised in the college. 3. Facilitated construction of Auditorium. 4. Facilitated installation of Garden benches, fencing and gate for Boys hostel. 5. Organised talent hunt programmes like SA RA GA MA PA and Zahanat e Kashmir.</p>																	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year																	
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14. Whether AQAR was placed before statutory body ?	Yes																
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College Advisory Committee	14-Nov-2016																
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to	No																

assess the functioning ?	
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2016
Date of Submission	19-Jan-2016
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College develops action plans for effective implementation of the curriculum which is in line with the goal of institution to emperor students through quality education At the outset of each academic session, a general staff meeting is held in the conference Hall of the Institution to frame the Academic Calendar. The meeting is purposely convened to work out an action plan for the forthcoming academic session. All issues pertaining to classwork, syllabus completion, Internal Assessment Tests and practical sessional tests, schedule of field trips of various subjects and remedial classes for slow learners are discussed threadbare and a neatly designed action plan is devised. Periodic meetings are held to take stock of the actual progress in implementation of the action plan. A calendar of Academic Activities is formulated and monitored throughout the session. The quality of education imparted to students is monitored and ensured through Class Work Monitoring Committee and Internal Quality Assurance Cell. Regular feedback obtained from different stakeholders, with respect to the quality of the enrichment of programmes is regulated and evaluated by the IQAC and necessary remedial measures are taken for the future course of action. The College is affiliated to the University of Kashmir and follows/implements the curriculum designed by the University. The College operates at UG level with the objectives to make every student employable through holistic skills and development of job-oriented skills like Apiculture, Aquarium Fish Keeping works through industry oriented practical approach. The University issues an academic calendar that specifies the dates of Class Work, practical and semester examinations. Since there is uniform curriculum among all the colleges affiliated to university of Kashmir, the colleges maintain a close repo among themselves besides attending academic/exam meetings conducted by the university to take stock of the requirements/ challenges if needed. Refresher and Orientation courses are conducted by the Academic Staff College of the University to acquaint the faculty about the recent trends of teaching and learning. The College deutes its faculty for attending the aforementioned activities and allows its faculty members to pursue higher studies. Regular publication of the research papers by the faculty is encouraged to inculcate and promote research culture inside the campus. The College provides library and e-learning facilities to the teachers for effective delivery of curriculum. Regular student feedback about teachers and curriculum is assessed to make teaching learning process more effective by the departments. Luminaires and professionals from various backgrounds are

invited to interact with the students. Companies and Corporate houses of repute are invited for on spot campus recruitment drives. Eminent Scientists and research scholars are invited as resource persons to conduct seminars and extension lectures. Faculty members are encouraged to adopt membership of professional research bodies and to participate in research activities to enhance their research capabilities. Students are motivated and provided a platform to conduct District Youth Parliament in order to develop leadership qualities among them.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No new course added	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Bachelor of Arts	01/03/2016
BSc	Bachelor of Science	01/03/2016
BCom	Bachelor of Commerce	01/03/2016
BCA	Bachelor of Computer Applications	01/03/2016

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

	Certificate	Diploma Course
Number of Students	0	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	No
Parents	No

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

Feedback Obtained

The College has a strong mechanism of collecting feedback from its stakeholders from students and teachers. The feedback is taken incorporating the requirements of NAAC and the IQAC of our college. Feedback from the students is taken each year at the end of the semester exams. The feedback taken from all the stakeholders covers the aspects of teaching/learning, course outcomes, infrastructure overall personality development of the student. After the completion of the process of feedback the same is sent to the head of the each department and appropriate action is taken accordingly. Strengths and weaknesses are identified of each department of the College, and appropriate action is taken. Feedback from teachers is analyzed and utilized for the addition of some significant changes in the overall functioning of the respective departments and committees of the college. After the completion of the whole process a review is taken and the analysis of feedback is discussed with various stakeholders to bring about improvement in areas of weakness, opportunities, and challenges, so as to strengthen the quality and delivery of services by the institution

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Bachelors of Arts	1200	681	681
BSc	Bachelors of Science	500	378	378
BCom	Bachelors of Commerce	120	83	83
BCA	Bachelors of Computer Applications	30	29	29

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	2986	0	61	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
61	37	6	6	6	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

In our institution, Mentoring System has been introduced from 2015-2016, for establishing a better and effective relationship between Students and Teachers and also for continuously monitor, council and guiding students in educational and personal matters. All teachers work as mentors for students allotted to them. This is a continuous process till the end of academic career of students. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance students academic performance and attendance. 3. To minimize students dropout ratio. 4. To monitor the students regularity and discipline. 5. To enable the parents to know about the performance and regularity of their wards. The IQAC had taken the initiative of implementing the mentoring of students. Students, based on the streams opted, are divided into groups of 20-25 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors offer guidance and counselling as and when required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counselling and their special meeting with the principal at the suggestion of the mentor is conducted. If a student is identified as having weakness in a particular subject, it is duty of mentor to apprise the concerned subject teacher. At least 3 to 4 meetings are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement in the teacher – student relationship is observed. This system has been useful in identifying slow and advanced learner and through a careful examination of each mentors report, the college has organized 'Remedial Classes' in identified topics. HODs meet all mentors of his/her department at least once a month to review proper implementation of system and accordingly provide necessary guidance and advice. Types of mentoring done in our institution are 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semesters. 4. Lab Specific – Regarding Do's and Donts in the lab. Outcomes of the system: a) The attendance percentage of the students has increased to greater extent. b) The number of detainment of students has decreased consistently. c) Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2986	61	1 : 49

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	61	0	47	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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2017	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Bachelors of Arts	3rd Year	13/12/2016	02/03/2017
BSc	Bachelors of Science	3rd Year	13/12/2016	02/03/2017
BCom	Bachelors of Commerce	3rd Year	13/12/2016	02/03/2017
BCA	Bachelors of Computer Applications	3rd Year	13/12/2016	02/03/2017
BSc	Bachelors of Science	2nd Year	07/01/2016	25/04/2016
BCom	Bachelors of Commerce	2nd Year	07/01/2016	25/04/2016
BCA	Bachelors of Computer Applications	3rd Year	07/01/2016	25/04/2016
BA	Bachelors of Arts	3rd Year	07/01/2016	25/04/2016

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

The college is affiliated with the University of Kashmir and adopts the modalities of conducting Continuous Internal Evaluation (CIE) as warranted under the CBCS system. The college carries out the Continuous Internal Evaluation through a number of modes like class tests, projects, field works, practicals, subject tours, presentations, and other creative ways of assessments. The college also has Examination Committee, with a Coordinator as head, to further streamline the examination process. The committee ensures the transparency and smooth functioning of all examinations. It also compiles and stores all the data related to the examination. Further, the committee ensures that they remain accessible to students all the time so that a student-oriented system is established. Any grievance or problem is addressed on a priority basis. The information related to examination patterns, dates, or any other related issues published by the affiliated university is immediately disseminated through the college websites and social networking sites. The notice boards are functional for the dissemination of the same. The remedial classes and tutorials are regularly conducted to address the problems faced by some students for one or the other reason. The parents are updated with the performances of their wards on regular basis as well.

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

The academic calendar is a very useful document which contains the most important dates to guide the teachers and students. Our academic calendar provides important information and dates regarding curricular, co-curricular, extra-curricular activities, semester-based and annual based examinations. Before the commencement of every semester respective departments prepare a detailed study plan, assignments for the individual teachers and the number of classes allotted to each course. On the basis of this routine, Committee of the Teachers prepares a detailed timetable and academic calendar for the entire semester. Finally the same is distributed among the faculty members and the students and also made available on College Website. The effectiveness of the process is maintained through effective monitoring by the Principal. The Principal sees to it that all departments follow academic calendar. The college has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities.

2.6 – Student Performance and Learning Outcomes

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

<https://gdckupwara.edu.in/images/LO.PDF>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCA	BCA	Nill	19	15	78.94
BCOM	BCom	Nill	70	53	75.71
BSC	BSc	Nill	278	205	73.74
BA	BA	Nill	580	436	75.14
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2.7 – Student Satisfaction Survey

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

<https://gdckupwara.edu.in/images/SSS16.PDF>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	0	Nill	Nill
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	Nil	Nil	Nil	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NILL		

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

Name of the Department	Number of PhD's Awarded
NILL	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Library Science	4	Nil
International	Botany	2	Nil
National	Zoology	1	Nil
National	Urdu	3	Nil
International	Commerce	2	Nil
National	Commerce	1	Nil
National	Economics	1	Nil
International	Environmental Science	3	Nil
International	Sociology	1	Nil
National	Chemistry	7	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Environmental Science	1
Library Science	2
Economics	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2017	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Requirement of training to use internet based electronic resources by medical professionals	Mohd Iqbal Bhat	International Journal of Research in Library Science.	2016	Nil	7	J K Cultural academy
Pioneer axon navigation is controlled by AEX-3, a guanine nucleotide exchange factor for RAB-3 in <i>Caenorhabditis elegans</i>	Bhat, J.M. and Hutter, H.,	GENETICS	2016	Nil	4	Department of Biological Sciences, Simon Fraser University, Burnaby, British Columbia, Canada V5A 1S6
Dipak Kanwal	Riyaz A. Mir	Intisaab Aalmi	2016	Nil	Nil	Department of Urdu, University of Kashmir
Dipak Budki Kay Afsanay Finni aur Tekneqirou se	Riyaz A. Mir	Intisaab Aalmi	2016	Nil	Nil	Department of Urdu, University of Kashmir
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	3	3	Nil	Nil

No file uploaded.

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Plantation Drive	NSS	3	150
World Arbor Day	NSS	3	350
Swachh Bharat Abhiyaan	NSS	3	770

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No such award recieved	Null	Null	Null

No file uploaded.

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Abhiyaan	Municipal Committee Kupwara/ NSS	Swachh Bharat Abhiyaan	3	770
A Musical Concert	Deptt of Information Govt of JK/ IQAC	Sa Ma Pa'	3	600
Drug Deaddiction Programme	ISC JK/ NSS	Drug Deaddiction Programme	3	740

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No such activity	Null	Null	Null

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry	Duration From	Duration To	Participant
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		/research lab with contact details			
NILL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NILL	Nil	Nil	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
90	90

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Nil
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	Nil

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14600	33	400	1	15000	34
Reference Books	2800	13	100	1	2900	14
CD & Video	24	Nil	Nil	Nil	24	0
Weeding (hard &	704	1	Nil	Nil	704	1

soft)

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Mehraj ud Din Sheikh	Mental Illnesses and School Mental health	CUK	07/07/2016
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	45	1	1	1	0	2	2	2	0
Added	0	0	0	0	0	0	0	0	0
Total	45	1	1	1	0	2	2	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NILL	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
142.87	142.87	135	135

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

Building Infrastructure: Being fully government institution, a constant effort is made to provide safe and secure space for equipment and tools. There is a College Development and Construction committee to look after the maintenance, repair and constructional works related to the building, walls, lawns etc. Construction, repair and maintenance of the main building and physical infrastructure like water facility, power supply and maintenance of campus is looked after by this committee. All work is done through E-tendering system by the government agencies as per norms. The maintenance and upgradation work related to construction and electricity, government agencies like RB

Division, JKPC (Jammu Kashmir Projects Construction Corporation), SICOP (small scale industries development corporation limited), JKPHB (JK Police Housing Board) , PDD etc. supervise the work done by the contractors. The minor faults related to the electricity and repairing of building are attended and repaired by the college electrician, hired technician, carpenters etc. The college has several power generator and inverters for providing uninterrupted electricity.

For the maintenance of toilets and service areas two local fund college sweepers have been engaged for cleaning the toilets , washrooms, and buildings.

Laboratory Equipment and machines: Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Maintains consumption register regularly to keep account of the used material and non-functional glassware, miscellaneous items etc.

Physical verification of laboratory equipments and machines is carried out to record the functional and non functional equipment from time to time. The minor faults of laboratory equipment (if any) are attended and repaired by the concerned department staff or hired technician whenever necessary. Computer and IT infrastructure: Maintain stock register and dead stock register regularly to keep record of the functional and nonfunctional items. Maintenance and upgradation is looked after at departmental level (Computer Application and BCA) and concerned technicians are hired whenever necessary. Furniture related items: There is a college development and construction committee which looks after the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure. The committee brings the requirements regarding minor repair work into the notice of the worthy principal and certifies after the work is completed and the funds for the same are utilized out of local fund. Maintenance of Library/ Library Materials: Accession and withdrawal/ dead stock registers are regularly maintained to keep the record of updated and dead stock accessions. The college has also engaged one orderly for dusting and cleaning the library materials. Sports Equipments: The sports department regularly maintains the stock register for the equipments and materials related to the sports. The dead stock register is also maintained to keep record of functional/ working and non-functional items.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Aid	66	62800
Financial Support from Other Sources			
a) National	National Scholarship Portal (NSP) Direct Benefit Scheme	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

NILL	Nil	Nil	Nil
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	NILL	Nil	Nil	Nil	Nil
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
UDAAN Campus Recruitment Drive	150	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	2	BA	BA	University of Kashmir	MA Mathematics
2016	1	BA	BA	University of Kashmir	MA Political Science
2016	1	BCA	BCA	University of Kashmir	MCA
2016	1	BA	BA	University of Kashmir	Masters of library and information sciences
2016	1	BSC	BSC	University of Kashmir	M.Sc. Information Technology

2016	2	BSC	BSC	Dolphin P.G college of Biomedical and Natural sciences Dehradun	Msc zoology
2016	1	BSC	BSC	Lovely Professional University Jalandhar Punjab	MSC
2016	2	BSC	BSC	Cluster University Srinagar	Post Graduation
2016	5	BA	BA	IGNOU	Post Graduation
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	1
CAT	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cricket Tournament	Intra-college	300
Volley ball Tournament	Intra-college	250
'Sa Ma Pa' music program	Intra-college	600
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	• Secured 1st Position in Inter-College Road Race Athletic Meet, Organised	National	1	Nil	Nil	Tahir Aziz

by Directorate of Physical Education, University of Kashmir

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college encourages students to have student representative for every semester in arts , medical , non Medical, B.Com and BCA streams. These representatives act as bridge between principal and students. The student representatives put the grievances of students (if any) to the principal, who orders the convener of Respective committee to handle that in a nice way. The percentage of completion of syllabus sought by the Kashmir University before commencement of examination is verified from these students representatives before passing to university authorities. Most of teachers try to convey their message to other students via these representatives so that they learn leadership skills besides excelling in academics.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

120

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The college has started the process of registering the Alumni Association. The students are provided links to the college web page where they can register in the Alumni. The college has also maintained a register wherein the names of students who have passed from the college are registered at the time of the collection of their certificates after 6th semester.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

In order to run the affairs of the college each stakeholder (students, faculty, administrative staff) is assigned some additional role for effective, harmonious and transparent functioning of the institution. The Principal who is the administrative head of the institution has framed various committees (Development, Purchase, Stationery Printing Scholarship/student welfare etc). Each committee is broad based comprising of a convener (usually a senior faculty of the college) and various members from the faculty, ministerial section and in some cases student representatives also. The heads of each department also plays a very pivotal role in the participative management of the institution. The heads of the departments in consultation with departmental teachers is empowered to make adjustments for teaching plan of the departments,

convenes departmental meetings, and oversees the paper setting, moderation, evaluation and submission of internal assessments, planning intra departmental debates and seminars, remedial measures for weaker students. The faculty plays a crucial role in decision making through their representation in the Governing body, Academic Council, Board of studies, IQAC and Advisory committees. In addition to this, the faculty as the members and conveners of different committees like admission, purchase, development, discipline, scholarship /student welfare etc. constituted at the beginning of each academic year, function effectively in running the affairs of the college. The teachers also discharges their duties proactively as motivators to spearhead socially, culturally and nationally conscious activities in the institution by working in NSS, NCC, Extension Work, Sports and Womens Study Cell among various other activities.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Student friendly admission process is ensured during the admission of the students. Online admission portal of University of Kashmir developed for the affiliated colleges is used for the admission process. Paperless computerized system was ensured. Both, online and offline fee submission is available for the students. At the time of admission the students are properly guided by the academic counselling cell and college admission committee
Human Resource Management	Permanent teaching faculty members are recruited and selected by Jammu and Kashmir Public Service Commission and the Academic Arrangement staff is recruited by the concerned Nodal College of Kashmir Division. The vacant positions are filled annually by the same department through Nodal Principal, Srinagar. Faculty members are encouraged to participate in FDP (orientation, refresher programmes, etc). Non-teaching staff is also recruited by Government of JK. Need based local fund employees are recruited by the head of the institution
Library, ICT and Physical Infrastructure / Instrumentation	IQAC encourages addition of new title to the existing library collection. The library is well equipped with reading chairs and tables. The library is having enhanced storing capacity with addition of foldable almirahs. A new library block is also under construction and the automation process

will be done after shifting to the new block. The library also subscribes daily newspapers for the students.

Research and Development

The college encourages the teachers to participate in different national and international conferences .the faculty members are actively involved in writing and publishing research articles .The college has advanced computer labs ,Botany lab,Zoology lab,Physics lab,Chemistry lab,and Geography lab which can be utilized for related research work. In addition the college has introduced various skill courses to help the students to gain proficiency in different fields

Examination and Evaluation

The college follows the statuses of examination of University of Kashmir in letter and sprit. Two types of examination - evaluation is being practised by the college, the internal assessment and external examination. The internal assessment, different types of evaluation methods like class tests, presentation, etc. Are followed by different faculty members. A few faculty members are registered as external evaluators. A few faculty members participated in the paper setting at the University of Kashmir. The examination process in the college has been made more efficient and simple for the students

Teaching and Learning

At the start of the session, an academic calendar is prepared in accordance with the academic calendar of the University of Kashmir. The same is shared with all the subject teachers / departments. The time table committee of the college prepares the time table for effective transaction of teaching learning process. The academic monitoring cell regularly monitors the conduct of class work as per the time table and check the status of the syllabus covered. To supplement the teaching learning process, the college organizes different seminars, group discussions, essay competitions, etc. To improve the teaching learning process, a proper feedback mechanism is also followed. Student centric and ICT enabled teaching methodology is also used to enrich the teaching learning process

Curriculum Development

The College is affiliated to

University of Kashmir, for designing and developing the curriculum. The university organizes timely board of studies meetings in which the faculty members of the college participates in the capacity of members of the board of studies. The faculty members are actively involved in the development of new course syllabi of CBCS.

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

E-governance area	Details
Administration	Principal takes all committee heads preferably Advisory, Development, Purchase, Deans committee heads into confidence in administrative affairs.
Finance and Accounts	Finance section of college is headed by Accountant from Finance dept. who is assisted by Junior Assistant and helper. He strictly follows the codal procedure before releasing payment in favour of any vendor.
Planning and Development	Examination and Evaluation Departmental meeting with faculty members, submission of proposal to Principal, convening of Development, Advisory and Purchase committee meetings with office head and Accountant as members, Allocation of funds, floating of tenders and execution of works like procurement or upgradation work.
Student Admission and Support	Kashmir university online admission portal is used for the admissions. Through the portal students can submit the application form and fees online for all the courses. All the relevant information and links are kept available on the official website of the college also.
Examination	Online Examination portal of university of Kashmir is used for following examination related services: ? Submission of exam forms and online fee payments ? Download of admit cards ? Date sheets ? Centre notices ? Evaluation status ? Results ? Online Application Re-evaluation ? Online application for re checking ? Online Application for Answer script Xerox

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/	Name of the	Amount of support
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		workshop attended for which financial support provided	professional body for which membership fee is provided	
2016	NILL	Nil	Nil	Nil
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NILL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
72nd General Orientation Course, Organised by University of Kashmir	2	07/11/2016	06/12/2016	28
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	42	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The institution, being governed by the Jammu and Kashmir Government follows, the regulations of subscribing monthly General Provident Fund (GPF) and New pension Scheme (NPS). In addition Life Insurance schemes and Employee General Insurance is being fully implemented as devised by the laws and regulations of the government service rules. It is mandatory	The institution, being governed by the Jammu and Kashmir Government follows, the regulations of subscribing monthly General Provident Fund (GPF) and New pension Scheme (NPS). In addition Life Insurance schemes and Employee General Insurance is being fully implemented as devised by the laws and regulations of the government service rules. It is mandatory	Financial aid is provided to students belonging to low socioeconomic status of the society. Also a donation collection box is installed by NSS units of the college for collection of donation from staff and students, and the collected amount is used as admission fees for some poor students of the college

that employee should contribute 8.33 of the basic pay for the General Provident Fund. The employee is given advance up to 75 , out of his monthly subscribed amount, whenever employee applies with the specific genuine reason/ need. Those employees who are covered under NPS mode have to subscribe 10 of their basic pay and government contributes 10 as well

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6.4 – Financial Management and Resource Mobilization

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

0

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nil	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	The Financial Audit is conducted both by internal organs of the institution as well as External agencies. As the internal audit is concerned it is exercised at different levels namely CPC, Office Level and accounts Section. CPC	Yes	The Financial Audit is conducted both by internal organs of the institution as well as External agencies. As the internal audit is concerned it is exercised at different levels namely CPC, Office Level and accounts Section. CPC

has been entrusted the responsibility of rate verification, tendering and assessment of lowest rates of items (without compromising over the quality of the items/procurement. Establishment Section/Office further audits the bills, tenders documents and ensures proper documentation of the various payments made. At last the bills of payment are audited by the accounts section before making the final payment.

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Administrative

Yes

The whole process of internal audit is supervised by the head of the institution. As the external audit is concerned the audit agencies audit this institution periodically. The external audits being.

1. Administrative audit performed by Administrative Department (Higher Education Department). 2. Audit by

Yes

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Department of Audits and Inspection (Finance Department), Jammu and Kashmir 3. Audit by the Office of Accountant General (AE), Srinagar. Thus the financial discipline is being ensured both by the internal and external audits.

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

Although there is no formal Parent-Teacher association at college level. However, the college has several practices and activities which ensures the regular interaction of the parents with the students. Some of these activities are: 1. Counselling of students with their queries related to the admission procedure. 2. Choice for the course according to their eligibility criteria and the future prospects of the courses offered by the affiliated university. 3. Letter to the parents of students on various issues.

6.5.3 – Development programmes for support staff (at least three)

The college administration conducts the local level awareness programs for supporting staff. The support staff of different departments is rotated regularly so that they become multi-tasking. In addition to this the local staff is also trained in computer technology turn wise.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- To augment Teaching Learning activity by way of making optimum usage of ICT gadgets
- Focus on providing maximum student centric facilities like installation of more drinking water points, sports facilities like arranging trainers and coaches, inter-house matches etc.
- Introduction of market oriented, and skill based courses to increase their employability.
- Outreach activities like community services through college NSS Units, adoption of Govt. schools and adjoining villages.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Nil
c) ISO certification	Nil
d) NBA or any other quality audit	Nil

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Organisation	24/03/2016	24/03/2016	24/03/2016	640

	of SA MA PA a musical concert in c ollaboration with Jammu and kashmir informtion department.				
2016	Plantation Drive in col laboration with NSS units of the college	29/02/2016	29/02/2016	29/02/2016	175
2016	Workshop on Prime Ministers Special Scholarship Scheme (PMSSS)	11/05/2016	11/05/2016	11/05/2016	490
2016	Awareness Programme under Udaan Scheme, a Special Industry Initiative (SII) for Jammu and Kashmir JK is funded by the Ministry of Home Affairs and implemented by National Skill Development Corporation NSDC	17/05/2016	17/05/2016	17/05/2017	300
2016	Zahanat-e- Kashmir Talent Hunt programme	30/05/2016	30/05/2016	30/05/2016	100
2016	Career counselling programme for admissions in Islamic University of Science and Technology, Awantipora	31/05/2016	31/05/2016	31/05/2016	410

kashmir

[View File](#)**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Organisation of SA MA PA a musical concert in collaboration with Jammu and kashmir informtion department.	24/03/2016	24/03/2016	130	510
Zahanat-e-Kashmir Talent Hunt programme	30/05/2016	30/05/2016	30	70

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

Percentage of power requirement of the University met by the renewable energy sources

All the units /sections of college purely rely on AC power supply as and when required. To minimize usage LED bulb sand energy savers have been installed in all sections of college.

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	11/03/2016	1	Clean Bahrat Progra	effects of unhygienic environment	130

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospects	14/03/2016	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Arbor Day	28/03/2016	28/03/2016	350
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Environment Awareness programmes are regularly organized in the college by IQAC in collaboration with NSS units of the college. The campus is declared as Polythene free campus and No smoking zone. Plantation drives are conducted regularly in the college. Dust bins are installed at various places in the campus. Regular drives for a plastic-free environment is conducted in the college to aware the students, teachers, and non-teaching staff.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

2. Government Degree College, Kupwara is situated in far-flung area of UT of JampK. Most of the students come from marginalized sections of society and few students from Karran, tangdar, machil, Karna etc. these areas are near LOC. The college is providing hostel facilities for these students. It is our endeavour to provide equal opportunities to all our students and help them overcome the obstacles and their peculiar conditions put in front of them. 2. Being a public institution with students from diverse religious, ethnic and economic backgrounds, it is our endeavour to maintain an inclusive, tolerant and vibrant atmosphere on our campus. There are various scholarships for economically weaker sections of the society. The teachers are encouraged to counsel the students on how to access these scholarships. Our institution strives to maintain an atmosphere of secular debate, tolerance and freedom on the campus.

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

<https://gdckupwara.edu.in/Header/IOAC.html>

7.3 – Institutional Distinctiveness

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

Situated in the lap of nature, surrounded by lush green forests, side by fresh water meandering stream (Kahimil) harbouring abundance of local fish. The institution has taken care of these blessings by showing zero tolerance towards environmental pollution. This fragile and ecologically sensitive ecosystem is being nurtured properly by the institution and has gained distinctiveness in terms of waste management. There are three types of wastes produced in our campus liquid, solid and e-waste. Liquid waste is produced from washrooms and science laboratories which is being drained through underground sewer system and is finally disposed of in an underground pit without touching the level of water table. E-waste is not being produced on daily basis and the waste quantity is very less, whosoever if produced in the form of discarded computers, batteries, CPUs etc. are being auctioned to the outsider vendor. Non-biodegradable solid waste like plastics, polythene bags, junk food parcels are

totally banned inside the campus. The only waste which is produced in a considerable amount in our campus is biodegradable solid waste in the form of fruit peelings, egg shells, bread pieces etc. from the college canteen, lawn clippings, plant cuttings, leaves, tilling's from botanical garden and central park of the campus. However, in view of the environmental safety and cleanliness this biodegradable waste is managed by practicing vermicomposting plant. This vermicomposting pit serves as a demonstration plant to our students as well as manages our daily based biodegradable waste. This Vermicomposit pit is being monitored periodically by following the standard procedure.

Provide the weblink of the institution

<https://gdckupwara.edu.in/Header/IOAC.html>

8.Future Plans of Actions for Next Academic Year

The college proposes following future plan for the year 2016-17. 1. Creation of NCC to develop character, discipline, secular outlook, spirit of adventure, the ideals of services motivate students of the college to take up career in the armed forces. 2. Completion of lecture Block B to tackle the demand of increasing enrolment. 3. Development of playing field for co-curricular activities and for all round development of students. 4. Establishment of browsing centre. 5. Construction of more lavatory blocks for boys. 6. Development of college website. 7. Construction of flowering beds.