



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT DEGREE COLLEGE KUPWARA
Name of the head of the Institution		Dr. Fayaz Ahmad lone
Designation		Principal (in-charge)
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. G R Ganie
Phone no/Alternate Phone no.	+911955252155
Mobile no.	7006837551
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/IO/AQAR2017.PDF
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4. Whether Academic Calendar prepared during the year

if yes,whether it is uploaded in the institutional website: Weblink :	Yes https://gdckupwara.edu.in/images/AC18.PDF
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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
Symposium on the topic Moral Education	10-Apr-2018 1	120
World Arbor Day in	21-Mar-2018	160

collaboration with NSS Units of the College	6	
World Environment Day	01-Jun-2018 5	100
IQBAL KA PAYGAM NAWJAWANO KE NAAM	21-Apr-2018 1	150
Alumni cum Senior Citizens Meet	20-Nov-2018 1	100
Seminar on Wajood-e-Zann Se Hai Tasveer-e-Kainaat Mein Rang	26-Apr-2018 1	150
Seminar on What Next after Graduation; focussing on Research as a career in India and abroad	11-Jun-2018 1	130
Career counselling Programme in collaboration with Ansal University, New Delhi	16-Jul-2018 1	150
District Youth Parliament	18-Sep-2018 1	300
Wildlife Week	02-Oct-2018 6	250

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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	2019 360	102
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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 :

7

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)																	
1. Conduct of District Youth Parliament for the students of all the colleges of the district. 2. Observance of Wildlife Week 3. Conduct of Seminar on What Next after Graduation focusing on Research as a career in India and abroad. 4. Career counselling Programme in collaboration with Ansal University, New Delhi 5. Seminar on Wajood e Zann Se Hai Tasveere Kainaat Mein Rang. 6. SSR submitted for NAAC accreditation in december 2018.																	
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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																	
<table border="1"> <thead> <tr> <th>Plan of Action</th> <th>Achivements/Outcomes</th> </tr> </thead> <tbody> <tr> <td>Alumni cum Senior Citizens Meet</td> <td>Organized in the month of November.</td> </tr> <tr> <td>Seminar on IQBAL KA PAYGAM NAWJAWANO KE NAAM</td> <td>Submitted in April</td> </tr> <tr> <td>SSR Submission</td> <td>Submitted in December</td> </tr> <tr> <td>Seminar on What Next after Graduation; focussing on Research as a career in India and abroad</td> <td>Organised in the month of June.</td> </tr> <tr> <td>Conduct of Career counselling Programme in collaboration with Ansal University, New Delhi</td> <td>Organized in the month of July.</td> </tr> <tr> <td>Conduct of District Youth Parliament</td> <td>Organized in the month of September</td> </tr> <tr> <td colspan="2" style="text-align: center;">No Files Uploaded !!!</td> </tr> </tbody> </table>		Plan of Action	Achivements/Outcomes	Alumni cum Senior Citizens Meet	Organized in the month of November.	Seminar on IQBAL KA PAYGAM NAWJAWANO KE NAAM	Submitted in April	SSR Submission	Submitted in December	Seminar on What Next after Graduation; focussing on Research as a career in India and abroad	Organised in the month of June.	Conduct of Career counselling Programme in collaboration with Ansal University, New Delhi	Organized in the month of July.	Conduct of District Youth Parliament	Organized in the month of September	No Files Uploaded !!!	
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14. Whether AQAR was placed before statutory body ?	No																
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No																
16. Whether institutional data submitted to AISHE:	Yes																
Year of Submission	2018																

Date of Submission	31-Dec-2018
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

Before the commencement of new academic session, a meeting of all staff members is convened to devise a mechanism for well-planned curriculum delivery in which various committees are reframed for smooth functioning of the institution in a particular academic session. The academic session starts with admission of undergraduate course. The admission committee of the college issues notice to the students soon after the affiliating university issues notification for new admissions. Subject combinations are kept available on college website, notice boards and brochure of the college. Admission committee of the college decides the subject combinations offered. After the completion of admission process by students, the time table committee is framed for preparing time table and classification for the feasibility of students. Simultaneously, an Academic Calendar is framed that includes things like, when to complete the syllabus, when and how to conduct the Internal Assessment Tests and practical tests and schedule of field trips of various subjects etc. The college also forwards requisitions to administrative department for the purchase of library books, lab & machinery equipments and other necessary teaching aids. Every year an induction meeting is convened by the principal to make students aware about their rights and duties in the college. During the academic session, periodic meetings are scheduled to take stock of the actual progress in implementation of the action plan. In addition to, logistic requirements like well-furnished and clean lecture rooms and labs, teaching aids like white boards with markers, visual charts, practical oriented lab equipment for all science subjects are arranged. Transport facilities for conducting field trips are provided by the institution. The institution has established a smart class room which provides facility of watching video lectures, documentaries and relevant movies related to curriculum. Digital teaching aids like multimedia projectors and computer systems are available in the computer lab of the college. The institution takes a number of initiatives to accomplish the proper deliverance and transaction of curriculum. Entire staff is made aware about the necessity of working towards full realization of the academic goals regarding transaction and deliverance of the curriculum. The committee for Academic Affairs sets the goals for each month and then monitors the progress on this front. Wherever a shortage of time (working days) is witnessed, the concerned faculty is asked to stretch the duration of the daily class work hours or Lab sessions, as the case may be. A mid-year meeting of the staff is held to take stock of the progress and reaffirm the commitment for achieving a cent percent delivery and transaction of the curriculum. Internet based activities and assignments are given to the students to have latest knowledge about their respective courses.

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

Nil

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
BA	Tourism and Travel Management	01/03/2018
BSc	Geology	01/03/2018
BSc	Geography	01/03/2018
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
Nil	Nil	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

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
Translation of Prescribed text into English or Urdu	05/03/2018	5
Educational Technology	05/03/2018	110
Heritage and Tourism in Kashmir	05/03/2018	50
Public Opinion Survey Research	05/03/2018	150
Gender Sensitization	05/03/2018	175
Learning Skills of Afsana in Urdu	05/03/2018	50
Spoken Arabic-II	05/03/2018	30
English Language Teaching-II	05/03/2018	50
Aquarium Fish Keeping	05/03/2018	200
Office Management and Secretarial Practice	05/03/2018	85
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History	82

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes
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

During the academic session 2018-19, the institution obtained feedback by distributing the feedback forms (self constructed questionnaires) among all the stakeholders and students. The feedback forms were also made available to students and others at admission section. A formal notice regarding the issuance, submission and reception of feedback forms was issued by the authority and was circulated via social media as well. The interested stakeholders and students submitted their duly filled feedback forms in IQAC. The IQAC has analysed the responses of students, teachers, alumni and parents/senior citizens by using the statistical techniques like percentage and bar diagram. The feedback report framed was submitted in a meeting called by Principal of the college in Meeting Hall and a threadbare discussion and deliberation was held regarding the feedback responses of the stakeholders. On the basis of feedback received from students it was unanimously decided that a training programme should be organised in order to improve ICT skills of the teachers which in turn would help them a great deal in improving their teaching skills and methodology. However, the feedback received from alumni and parents/senior citizens enabled the college administration to improve overall infrastructure facilities in general and 'Grievance Redressal' mechanism, browsing/internet facilities and landscape development in particular.

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	855	855
BSc	Bachelors of Science	500	395	395
BCom	Bachelors of Commerce	120	100	100
BCA	Bachelors of Computer Applications	50	40	40

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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
2018	4259	Nil	71	Nil	Nil

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
71	65	10	10	10	10
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

College has a policy to do the counseling at various levels including Mentor-Mentee system, engaging professional counsellor etc. and has taken special care for counselling in gender equality and gender amity. It takes pro-active role in creating social, physical and psychological environment and awareness. Counseling is provided to encourage the students for early reporting of any experience regarding sexual harassment or gender conflict and also for encouraging them to create a healthy environment in and around the campus. Awareness and counseling have been generated to ensure that complaints be dealt within a sensitive, equitable, fair, timely and confidential manner. In order to train the faculty members in counselling skills, workshops are organized from time to time to give them theoretical input and practical guidelines. OBJECTIVES • To establish institution cordial and amicable relation with the students. • To create a sense of oneness among students with the institution. • To identify and mitigate psychological, societal and other issues faced by students. • To make the students be self-aware of their strengths and weakness and take necessary remedial action. THE PRACTICE • Each faculty member is the mentor of a group of 20 to 25 students allocated to him/ her by the Head of the Department. The faculty will continue to be the mentors for the same group of students till their graduation. • The teacher mentor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counseling to the wards. • Critical issues are brought to the notice of the Head of the Department. • The teacher meets the wards informally outside class hours as well and guides them regarding their career options. • Students after entering the college gate mingle with other students from diverse backgrounds which, in turn, sometimes cause stress, peer pressure or emotional insecurity to them. Therefore, it is the need of the hour to intervene and introduce mentorship program to this vulnerable group. RESPONSIBILITIES OF TEACHER MENTOR The teacher mentor will perform the following functions • Meet the group of students at least twice a month. • Keep contact details of students and parents. • Send letter to parents/guardian for parents meet and also contact parents/guardian if situation demands. • Continuously monitor, counsel, guide and motivate the students in all academic pursuits. • Advises students in their career development/professional guidance. • Keeps contact with the students even after their graduation. • Intimates HOD and suggest, if any administrative action is called for. • Maintains a brief but clear record of all discussions with students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4259	71	1 : 60

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	71	Nil	45	26
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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
2018	Shazia Lone	Assistant Professor	Best Paper Presentation ESW 3rd International research conference on Eco-Tourism and environment
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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
BCom	Bachelors of Commerce	5th semester	16/07/2018	14/09/2018
BSc	Bachelors of Science	5th Semester	16/07/2018	14/09/2018
BA	Bachelors of Arts	5th Semester	16/07/2018	14/09/2018
BA	Bachelors of Arts	3rd Year	29/03/2018	11/06/2018
BSc	Bachelors of Science	3rd Year	29/03/2018	11/06/2018
BCA	Bachelors of Computer Applications	3rd Year	29/03/2018	11/06/2018
BCom	Bachelors of Commerce	3rd Year	29/03/2018	11/06/2018
No file uploaded.				

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

The college carries out a Continuous Internal Evaluation process 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 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 institute is affiliated to University of Kashmir and implements the curriculum prepared by the BoS of University of Kashmir. The institute has developed a structured and documented process for implementing the curriculum. It is as follows: • Before the commencement of the semester, the faculty members prepare an academic calendar based on the calendar prepared by the affiliating University. This academic calendar includes the dates for internal examinations, seminars, workshops, expert talks, add-on programs and other cocurricular and extra-curricular activities. • HoD prepares the class timetable, and course plan for the semester. The course plan containing class timetable, semester calendar and syllabus is given to all the students. It is also published on the college website. • Concern faculty meets the students after the last University examination, reviews the semester completed, and discusses with them about the next semester. They incorporate the suggestions and prepare the course plan and distributes them to the students. • Faculty members revise the COs of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure achievement of the COs. Faculty members also prepare assignments and case studies in advance. They also prepare a question bank of their courses. Resources like relevant websites and e-resources are made available for advanced learners • IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of answer schemes, progress of the lab sessions, etc.

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
BA	BA	Bachelors of Arts	518	231	44.59
BCA	BCA	Bachelors of Computer Applications	21	17	80.95
BCOM	BCom	Bachelors of Commerce	90	38	42.22
BSC	BSc	Bachelors of Science	271	214	78.96

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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/IQ/SSS2018.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
Nil	0	Nil	Nil	Nil
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
0	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
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	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	EVS	1	Nil
National	Zoology	1	Nil
No file uploaded.			

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
Zoology	1

EVS	1
No file uploaded.	

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

Number of Faculty	International	National	State	Local
Presented papers	1	2	Nill	Nill
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
Mock District Youth Parliament Sessions	NSS	5	300
District Youth Parliament	NSS	5	300
Wildlife Week	NSS	12	250
Health Session: Basic Life-support	NSS	5	200
International Day of Yoga	NSS	52	100
ATC-S7, Nagrota	NCC	1	14
CATC, Jammu	NCC	1	13
CATC, Nagrota	NCC	1	3
RCTC Uttrakhand	NCC	1	6
ATC, Nagrota	NCC	1	20
View File			

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
nil	Nil	Nil	Nil
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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swatch Bharat Internship Programme	NSS UNIT	Swatch Bharat Internship Programme	3	180
Pre RDC III	3 JK Bn NCC Baramulla	Pre RDC III	1	10
EBSB-I	3 JK Bn NCC Baramulla	EBSB-I	1	2
UK TREK-I	NCC, Uttrakhand Directorate	UK TREK-I	1	10
No file uploaded.				

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
Nil	Nil	Nil	Nil
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 /research lab with contact details	Duration From	Duration To	Participant
Nil	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
Nil	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
102	102

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Laboratories	Existing
Class rooms	Existing
Nil	Existing
No file uploaded.	

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
SOUL 2.0	Partially	SOUL 2.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16000	35	2034	7	18034	42
Reference Books	3000	14	1100	4	4100	18
CD & Video	24	Nil	5	Nil	29	0
Weeding (hard & soft)	704	1	0	0	704	1
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
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
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Existing	45	1	1	1	0	2	2	2	0
Added	30	0	0	0	0	0	1	0	0
Total	75	1	1	1	0	2	3	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
Nil	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
7.22	7.22	9.02	8.77

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)

Institutional mechanisms for maintenance and up gradation of the physical infrastructure, academic and sport facilities, and equipment's are as under:
Building Infrastructure: Being fully government institution, a constant effort is made to provide safe and secure space for equipment's and tools. There is a college development and construction committee to look after the maintenance, repair and constructional work related to the building. 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-tender system by the government agencies as per norms. The maintenance and up gradation 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. For the maintenance of toilets and service areas local fund college sweepers have been engaged for cleaning the toilets, washrooms, and buildings. **Laboratory Equipments 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 equipments from time to time. The minor faults of laboratory equipments (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 up gradation 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. 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 also engages local fund employees 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

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

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	College Financial Aid	128	111400
Financial Support from Other Sources			
a) National	Nil	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 implementation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	01/11/2018	10	Department of Urdu
Career counselling programme Parvaaz	24/07/2018	200	College Career Counselling Cell
Seminar on What Next after Graduation focusing on Research as a career in India and abroad	06/11/2018	130	College Career Counselling Cell
Career counselling Programme in collaboration with Ansal University, New Delhi	16/07/2018	150	Ansal University, New Delhi
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the	Number of	Number of	Number of	Number of
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	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passed in the comp. exam	students placed
2018	Personal Counselling and Mentoring	3	10	3	0

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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
14	14	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
Nil	Nil	Nil	Nil	Nil	Nil

No file uploaded.

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
2018	1	BSC	BSC	DBU Punjab	MSC
2018	1	BSC	BSC	University of Kashmir	MSc. Nanoscience and Nanotechnology
2018	1	BA	BA	IGNOU	MEG
2018	1	BA	BA	University of Kashmir	PG
2018	1	B.Com	B.Com	GDC Nawakadal Srinagar	M.Com
2018	1	BSC	BSC	University of Kashmir	MSC Botany
2018	1	BSC	BSC	University of Kashmir	MSC Chemistry
2018	1	BSC	BSC	University of Kashmir	MSC Zoology
2018	2	BA	BA	IGNOU	MPA
2018	1	BA	BA	DDE,	B.Ed

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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
Nil	0
No file uploaded.	

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

Activity	Level	Number of Participants
Intercollege Cricket Tournament	Division level	11
Two days Karate Championship	District level	20
Football Tournament	Inter college	22
One-week training camp	College Level	30
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
2018	Participated in National Rugby Championship	National	1	1	Nil	Adil Manzoor Pir
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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
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.

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

Examination and Evaluation

The college follows the statuses of examination of University of Kashmir in letter and spirit. 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

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

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.
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
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

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

E-governance area	Details
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.
Administration	The 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.
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/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr Fayaz Ahmad Sheikh	Refresher Course	Nil	1500
2018	Dr Ali Mohd Pir	Refresher Course	Nil	1750
2018	Dr Abdul Rashid Sheikh	Refresher Course	Nil	1750
2018	Dr Showkat Ahamd Malik	Refresher Course	Nil	3000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	Nil	Nil	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
General Orientation Course UGC-HRDC University of Kashmir	1	28/09/2018	01/11/2018	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	45	1	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>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 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.</p>	<p>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 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.</p>	<p>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</p>

6.4 – Financial Management and Resource Mobilization

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

External financial audit is conducted by the office of the Indian Audit and Accounts department from time to time. Internal financial audit is conducted regularly in the college by the college audit committee.

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. 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,	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. 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,

		<p>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.</p>		<p>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.</p>
Administrative	Yes	<p>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. 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</p>	Yes	<p>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. 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</p>

bills of payment are audited by the accounts section before making the final payment.

bills of payment are audited by the accounts section before making the final payment.

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)

Govt. Degree College Kupwara takes legitimate pride in its achievements over the years in the field of education. Since its first cycle of accreditation in 2004, Govt. Degree College Kupwara has been deeply committed to upholding the quality of education it provides. It has explored new avenues to cater to the needs of the society and the student-teachers and to make the transaction of teaching and learning processes technology-enabled and reflective practice. It has taken all worthwhile means to create an ambience for the staff and student-teachers to seek and acquire knowledge and skills in the service of humanity to enable them to live in a shared and global community and to strive for excellence in all spheres of life.

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
2018	World Arbor Week in collaboration with NSS Units of the College	21/03/2018	21/03/2018	26/03/2018	160
2018	World Environment Week	06/01/2018	01/01/2018	10/01/2018	100
2018	Symposium	04/01/2018	04/01/2018	04/01/2018	120

	on the topic Moral Education				
2018	IQBAL KA PAYGAM NAWJAWANO KE NAAM	21/01/2018	04/01/2018	04/01/2018	150
2018	Alumni cum Senior Citizens Meet	26/04/2018	26/04/2018	26/04/2018	100
2018	Workshop on Braille Script and Sign Language for specially Abled Children	10/04/2018	10/04/2018	10/04/2018	100
2018	Career counselling programme Parvaaz	24/07/2018	24/07/2018	24/07/2018	200
2018	Seminar on What Next after Graduation focussing on Research as a career in India and abroad	06/11/2018	06/11/2018	06/11/2018	130
2018	Career counselling Programme in collaboratio n with Ansal University, New Delhi	16/07/2018	16/07/2018	16/07/2018	150
2018	Programme on Basic Life-support	06/06/2018	06/06/2018	06/06/2018	200
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on Wajood-e-Zann	26/04/2018	26/04/2018	60	90

Se Hai Tasveer-e-Kainaat Mein Rang			
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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
Cleanliness drives /plantation drives, Use of LED Bulbs/e-governance, Celebration of World environment day, world Arbor day, Swachh Bharat Campaign

7.1.3 – Differently abled (Divyangjan) friendliness

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

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
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	01/03/2018	College Admission rules and regulations, Anti-ragging rules, Discipline and Uniform Guidelines. Library Rules

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
District Youth Parliament	18/09/2018	18/09/2018	300
No file uploaded.			

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

Students of the institution aware of Plantation of trees in their locality and nearby areas with the help of NSS and NCC Volunteers. Students and Staffs of the Institution aware to say no to single use plastic. It is also included in practice to not carry food items in plastic bags. Students aware about not wasting of foods. Recycling of every item included. Pollution awareness campaign was carried out in locality to make the locals aware of the effects of pollution and human health and vegetation.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Innovations and Best Practices There are number of best practices our college follows like arranging extension lectures from eminent professors of different disciplines for the students. Arranging experts from various fields for career counselling of outgoing students, adaption of few villages, viz. Vogbal, Saduganga, and a school where our NSS unit do awareness campaigns for sanitation and other social issues like Dowry, child labour, drug abuse and female foeticide. Our college shows zero tolerance towards plastic, therefore helps to make our campus plastic free zone and also practices solid waste management. Since the college is fostering co-education, therefore in this view, separate garden benches are planted for male and female students in order to avoid any untoward happening.

1. Uniform dress code for all students to overcome discrimination.

a) Objectives: There are approximately 4000 students enrolled in our college, coming from diverse family backgrounds. Almost 1/3rd of the students come from well-off families whereas the remaining come from the poorer backgrounds. Uniform dress code was made mandatory since 2001, in view of the poor attendance of thee poorer students. After deep analysis of the issue, it was found that the students from the poorer backgrounds were feeling inferiority complex and were facing number of problems while interacting with the students from affluent families. Therefore, in order to avoid discrimination of creed and colour, the students of the college strictly follows the practice of uniform dress code since 2001.

b) The Context: The students from rich families were earlier reluctant in adapting the practice and made number of hurdles like bunking of classes, strikes etc. But after taking number of counselling sessions with the students and their parents in the college, the practice showed gradually positive results and today due to the dedication and hard work by our professors and administration, we have 100 students in proper uniform.

c) The Practice Though the uniform dress code for college students is not mandatory as per the Indian Higher Education System, but in order to inculcate the spirit of brotherhood, discipline and to bring our students under one umbrella irrespective of their caste, creed, and religion the college is strictly adhered to the practice.

d) Evidence of Success Since the commencement of uniform dress code, the college has observed increasing trend in enrolment and punctuality of students. Therefore increasing rate of literacy at higher education level. Thus contributing directly towards the national development. Also the practice inculcates the value system among our students, therefore fostering the need of preserving our cultural heritage.

The GDC Kupwara is the only college of the state who first started this practice and was appreciated, encouraged and the same trend was followed by various colleges of the valley, especially colleges in district kupwara who were facing the same problems of less attendance of students from poorer families. Moreover, girl students are strictly banned for not to wear ornamental accessories in the college.

e) Problems encountered and resources required. Every year college receives applications from students who could not afford uniform. The college administration in this regard take encouraging initiatives by collecting money from the college staff and buy uniform for the needy students.

2. Adaption of tribal village 'Voghbal' for achieving 100 sanitation and literacy.

a) Objective: Voghbal is a tribal village of district Kupwara (JK). The village is located about 10 kms through south-west direction of Kupwara town and also to our college. The village is inhabited by 100 tribal population of approximately 2000 people belonging to different castes like Piswal, Khatana and Badana. Voghbal is one of the backward villages of the district Kupwara with literacy rate about 3. The main source of income of the village is farming and 95 people are labour class. The main motive of our institution to adopt this village is to sensitise the people about the importance of healthy environment, sanitation and literacy. The village was

first surveyed by our college NSS unit and after the complete observation, it was found that the village is not aware about the health hygiene in particular and whole natural environment in general. Thus it was decided by the college administration to adopt this village for awareness campaign and other sanitation support in 2014. Since then our NSS team comprising 90 students and two programme officers and other supporting staff are striving hard to make people of this backward area aware about the importance of sanitation and health hygiene. Every year our college NSS team visit to this place and distributes many sanitation items like dustbins, toilet soaps, harpic, phenyl, hand washes, brooms and buckets etc. among villagers. There are just two Govt. primary schools in this village both are in shabby condition. Our NSS team also adopted these to schools and donated many sanitary items to these schools also. Free extension classes were also taken by our students to the school children of these two schools. b) The Context The only challenge we face to sensitise the village is that people of the area were not ready to give their time to listen. Because 95 population of this area is labour class it was very important for them to reach their respective work-place well in time. In this backdrop our college NSS team made tremendous efforts to meet these people before 8 am and after 5 pm. It really was a challenging issue, as per the location of the area is concerned. The second issues was people were not ready to listen as they feel they don't need environmental awareness. Somehow our students motivated them to learn about the importance of health and hygiene, made them aware about different types of infectious diseases, their mode of infection, prevention and treatment. Also, the role of healthy environment to get prevention from such infectious diseases. c) Evidence of Success The story of the village started in 2014 when there was no concept of hygiene among the people where there was no concept of importance of education and healthy environment. People of this tribal village take their source of income from daily labour or illegal extraction of timber and medicinal herbs from the nearest forests. After launching this awareness campaign these tribes came to know about the importance of forests, their role in water conservation and fertility of the soil. The people of Voghbal came to know about the requirement of sanitation and hygiene for normal and healthy life. Today the literacy rate of the area has increased from 3 to 70. After increase in enrolment in the school one Govt. primary school was upgraded to middle school in 2016 under SSA Scheme. Females of this village are now eagerly willing to talk to outsiders which at the beginning of this drive was a big hurdle. Now they share every domestic problems with our girl students. Among which girl child issue and dowry was the major issue. But after the series of counselling and meetings to their household elders and young males, this problem got also addresses. Now people of Voghbal are ready to send their girls to school and it has been observed that female enrolment in the schools are now more since last three years than boys. Also the menace of dowry and female foeticide got addressed. These results indicate directly that our institution is strongly determinant in raising the living standard of the backward tribal people of this district in particular and also towards the national development in general. People of the area were made aware about different vocational courses, Self-help group schemes in order to earn their livelihood apart from the forest produce. This was just in view to conserve the forest of the area.

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. Nonbiodegradable 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.

Provide the weblink of the institution

<https://gdckupwara.edu.in>

8.Future Plans of Actions for Next Academic Year

The college proposes following future plan for the year 2018-19 Renovation of Hostel Buildings Construction of brick walling around the hostel blocks Introduction of skill enhancement courses. Development of volleyball court, badminton court, track for net practice for cricket players/team. Establishment of browsing center. Renovations of lavatory blocks. Organisation of employment drives.