



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

**GOVT. DEGREE COLLEGE FOR WOMEN,
BARAMULLAH, KMR.**

OPPOSITE STATE BANK OF INDIA, BARAMULLA

193101

www.wcbaramulla.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

September 2018

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in the year 1986, Govt. Degree College for Women, Baramulla initially started its academic venture in Arts and Commerce streams. Later Science and BCA streams were introduced to make it a multi faculty college. The college caters to the educational needs of female folk from Baramulla town & its surrounding rural and border areas. The college is a Govt. funded Institution, affiliated to the University of Kashmir, Srinagar and recognized by University Grants Commission under section 2f & 12B of the UGC Act 1956.

The college campus is spread over an area of 18297.94 square meters, located in the middle of oval shaped Baramulla town, a place known for its serene beauty, glory, educational ethos and blend of religious and ethnic groups living together in peace and harmony. The built-up area of the college is 3591.85 square meters. Presently the college has a multi-faculty character, providing undergraduate courses in Science, Arts, Commerce and Computers Applications. Besides, three Add on courses viz, Data Care Management, Data Processing Management and Sericulture are offered to the students. The students are also offered certificate course in English Language. Moreover scores of students are trained in cutting-tailoring, embroidery, tilla & sozni work at the Boutique Technology Centre of the College.

The Institutional governance is comprised of the Principal who is assisted by a number of committees involving the faculty and administrative staff. The college being a Government institution, all the appointments are made by the State Government through the relevent recruitment agencies.

Vision

Transform the less privileged rural women into a potential human resource compatible to the changing global socio-economic milieu through effective learning, teaching & extension.

Mission

- To ensure emancipation of women through quality education.
- To eradicate rural poverty with focus on women education.
- To Endeavour for effective channelization of the potentialities of human resources through optimal utilization of available resources.
- To inculcate the spirit of cooperation and healthy competition amongst the students.
- To assist in character building by propagating human and ethical values in the students.
- To channelize the energy of students towards creativity, team spirit and services with dedication, devotion and discipline.

Right from its inception, the college has witnessed a great progress in both academic and infrastructural fronts. The eminent alumnae have been produced by this college during last thirty two years who are serving the society in various fields both at state and national levels.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The College, a multi-faculty educational institution offers Undergraduate Courses in Science, Arts, Commerce, Computer Applications & three Add-on courses. Its campus is spread over an area of 18297.94 sq. mtrs. The college has sixteen laboratories catering to the needs of students in lab oriented courses, three computer laboratories, fully equipped browsing centre with 42 terminals, one English language Lab with 15 computers and a well equipped smart class room. The built up area of the college is about 3591.85 sq. mtrs which comprises of 28 class rooms, a new state of art Library Block, 16 laboratories, administrative block, seminar hall, various departments and other student amenities. The college has EDUSAT facility for online tutorials and interactive sessions. A post office terminal is also available in the college for the convenience of the staff and students. Under NMEICT, 11 VPN Broadband connections are installed in the college, in addition to Jio India wifi connectivity. The college has well qualified faculty with most of them having Ph.D. as their highest qualification besides having qualified NET/SET. The enrolment is increasing with every new academic session and presently 3286 students are enrolled in 04 different semesters. The students from this college as well as those from adjoining areas are imparted training in stitching, embroidery, tilla and sozni-work at the college Boutique Technology Centre. To facilitate the students the Admission/University/Examination fee is realized through online mode using e-collect facility and POS Machine.

Institutional Weakness

Out of 53 sanctioned teaching staff, only 22 permanent faculty members are posted in this college and rest are filled through academic arrangement on temporary basis. This has affected the quality of academic deliverance.

The Institution has moved slowly in adopting the digitization of college records, be it in Establishment, Library, Admission records and other activities.

Lack of adequate play field hampers the physical activities of the students, nevertheless the college administration has developed some facilities for the sports activities like Gym Fitness Centre, Indoor games (Table Tennis, Carom) and outdoor games (Tennis, Kho-Kho and Volley Ball). However, to provide additional facilities, the college authorities contacted District Administration for indentifying 2nd campus for this institution under Greater Baramulla Plan.

Absence of the proper medical facilities in the campus is another limitation. In this regard light vehicle is urgently required to ferry the ailing students to nearby District Hospital for immediate medical aid.

The accommodation in Science Block at present is not sufficient and is below the lab standards. However, plan and cost estimate worth 12.30 crore for new Science Block has already been submitted to State Govt. which is yet to be approved.

The college has no system in place to harness solar energy as an alternative source of energy in the Campus.

Institutional Opportunity

The introduction of new courses like Geo Sciences, Electronics, IT, English (Hons), Sociology, Library Science, Physical Sciences, Bio Informatics and BBA at undergraduate level has been a repeated demand from the students, parents and civil society. The proposal for introduction of these subjects/courses has been submitted to Department of Higher Education for their approval.

Even with the limited area for sports activities, three students from the college were selected for playing cricket at National level. If additional land is provided the talent amongst the students could be explored to the maximum.

More infrastructural development in the college is required to improve the facilities and quality education.

Introduction of Skill Based Courses to enhance the employability of students.

Installation of Solar Panels at roof tops to harness solar energy to meet energy needs of the college.

Department of Music could be made more vibrant to explore talent of the students in fine arts. In fact the college has recently bagged the first position at state level Qawali competition and first prize in Gazal competition at District level.

Institutional Challenge

To provide quality education, the development of additional infrastructure and posting of more permanent faculty is a big challenge with the college administration. The institution is mainly Govt. funded and some special funds are sanctioned by UGC. However, the Govt. funding is mainly to meet out the salary expenses, whereas UGC funds are used for various academic and developmental activities. To make institution par excellent, self financed courses should be introduced in the college which can generate more funds for the up-gradation of the physical infrastructure of the college.

Another serious challenge is the limited number of working days in the college for academic activities due to the prevailing unrest. However, the faculty provides remedial and extra classes to compensate the losses otherwise.

One more challenge is to motivate the students to prefer and pursue academics and research over Professional Courses.

Lack of adequate sporting staff.

Removal of some old and ill structured buildings in the college.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Govt. Degree College for Women, Baramulla established in 1986 is a Govt. funded Institution affiliated to University of Kashmir and is recognized by UGC under section 2f & 12B . At the beginning of every academic session socialization/sensitization sessions are conducted amongst all stakeholders to frame the academic calendar.

The time frame for the implementation of academic activities is conveyed to all the stakeholders through a detailed time table as being displayed on college notice boards and is uploaded on the website.

The academic programmes are in line with the Institution's goals and objectives.

Five new subjects/courses have been introduced during last five years.

Affiliating University under **CBCS** has introduced Environmental Studies in addition to many skill enhancement courses. Serious efforts are being made by the faculty while dealing present curriculum in view of current cross cutting issues. Teachers also try to inculcate the importance of Gender Sensitization, respect for Human rights amongst the minds of students.

To get feedback from various stakeholders both formal and informal interactions are conducted.

Feedback forms are distributed amongst the enrolled students and their suggestion are analyzed. Besides, suggestions are also sought from teachers, alumnae and ex- teachers about the curriculum and other facilities.

The feedback from all stakeholders is duly honored and assessed at the college level and subsequently forwarded to BOS meetings of the affiliating university for appropriate inclusion.

Teaching-learning and Evaluation

The college has multi faculty character. The admission is open for all the students fulfilling the basic eligibility of having qualified 10+2 examination from any government or recognized private institutions. Over the last five years, however, no student from any other state or country has sought admission in the college. IQAC conducts pre-admission guidance and counseling sessions. There is dearth of permanent teachers at present and shortage of staff is met out by the engagement of academic arrangement teachers. In order to facilitate specially-abled students the college has prepared ramps for their convenience at different places.

Besides the conventional teaching learning methods, the college has over the years succeeded in introducing new methodologies like experimental learning, participative learning and problem solving methods. In addition, ICT and e- learning resources are used to increase the students' learning outcomes.

Due to fresh recruitments, the student teacher ratio has improved besides increasing the number of Ph.D holding teachers with great research experience, making the college a potential hub for research work in future.

The matters like examination and academic calendar is under the purview of the affiliating university. However, the college conducts internal assessments, class tests, regular assignments and projects works. At the outset of each academic session a tentative academic calendar is framed, wherein details of all the curricular and co-curricular activities is issued and strictly followed throughout the session.

Research, Innovations and Extension

From the inception of the college the faculty has contributed in the field of education and research. The society at large has duly acknowledged the substantial contribution made by the institution towards educating women and that too belonging to the far flung areas of the district. The college besides providing quality education to the students has actively played its role in sensitizing the students towards social issues. The students and teachers devote ample time to voluntary work in the interest of people of adjoining areas. The NSS units of the college provide opportunities to the students to empathetically understand and appreciate the problems of the under-privileged communities. The regular social service activities of the college include cleanliness drives, environmental protection, healthcare support and educational support among others. Planting trees, organizing medical camps, awareness programs on cleanliness, launching Swatch Bharat Program and health awareness programs are few of the activities which the college has rendered recently. In last five years, good number of extension and outreach programmes have been conducted by the NSS units in collaboration with local community members and NGO's. Besides, the faculty has contributed significantly in the field of research. Most of the faculty members have their work published in UGC approved journals.

Infrastructure and Learning Resources

The college caters to the educational needs of women folk of the Baramulla town and its adjoining areas. The college has adequate number of class-rooms, laboratories as per statutory (UGC) norms with updated ICT facilities to cope up with the present day academic requirements. The institute also provides adequate facilities for sports in terms of infrastructure and human resource. The college has a separate library block which is partially automated housing near about 26,780 titles among which 6300 are reference books. The library also provides book bank facility to the students belonging to the under-privileged sections of the society. In addition, library provides remote access to the subscribed e-resources. The college is Wi-Fi enabled with high speed internet connectivity through jio-India and many broadband connections. There are adequate numbers of computers available in the campus which cater to the needs of students using IT facilities. The college spends substantial portion of its budget for the maintenance of its physical facilities besides taking services of its manpower to utilize and maintain those facilities. A new class room block having eight spacious rooms and other amenities for students and staff has been handed over to the college by the Department of Higher Education.

Student Support and Progression

The student support and progression is the main focus of the college administration. Steps have been taken by college administration to guide and counsel the students for their future endeavours, vocational/educational trainings, etc.

During last five years more than 200 students were benefitted from the government sanctioned scholarships and around 550 students from institutional scholarships. During this period more than 30 sports/cultural events have been organised within the institution in order to engage the students in various co- curricular activities. Six students have brought laurels to college by winning prizes in sports/cultural events organised at national or state level.

Over the period more than 200 students have attended Vocational Educational Training (VET) courses at

Boutique Centre of the college. During this period various guidance cum counselling sessions have been organised for the students either by the Career counselling cum Placement Cell of the college independently or in collaboration with some reputed institutions/organizations

Governance, Leadership and Management

Keeping in line with the vision of the college, imparting vocational education has figured in the top most priority list. The college has started 05 new subjects/courses during last five years. In addition, Boutique technology centre established in 2015 has trained hundreds of students in cutting-tailoring, embroidery, tilla and sozni-work thereby infusing a sense of economic freedom among the students.

Under rules, the annual performance report (APR) for the teachers captures the overall performance of the teaching faculty. The APR is prepared on the basis of teaching performance, the number of teaching hours and other related activities.

The college practices decentralization of powers through different committees. Since the college is a government funded institute, therefore the salary of the employees is released by the state government. However, the Institution has a corpus fund, generated and enriched by the annual nominal fee of the students. Ever since the inception, the college has been on the track of development and a number of land marks have been achieved during previous years. Every time a new proposal is mooted for the maintenance of physical infrastructure or raising of new infrastructure.

At the onset of each academic session college administration issues academic calendar as per the directives from the affiliating university. The aim of the calendar is to have overall productive sessions for the benefit of the learners. The calendar is a comprehensive schedule describing dates for completion of semester syllabi, conduct of external practical examinations, assignment allotment dates and sports/cultural activities to be organized.

Institutional Values and Best Practices

During every academic session gender equity promotion programmes are organized by the institution through various relevant committees. The college administration has great concern about gender sensitivity including their safety, security, empowerment and emancipation.

College organizes and hosts a large number of activities which are directed to enhance and improve the status of students through their passionate participation to mitigate and neutralize gender inequalities.

The administration of the college has taken many initiatives for waste management in the campus and banned the use of polythene. There are a number of medium to large sized dustbins installed in the college campus in collaboration with local Municipal Corporation.

The institution is very much in sync with the planetary consciousness and environmental capital. This institution over a period has conducted many awareness programmes regarding the burning issues of our contemporary times i.e. environmental degradation whereby large emphasis is laid on the sustainable development and using the resource base in judicious manner. Many efforts have been made by the institution towards making campus environmental friendly and green. Since college follows the general philosophy of

“Cleanliness is next to Godliness”. Various cleanliness programmes have been started by the college like plantation drive, plastic free campus, paperless office and green landscaping with trees and plants.

To facilitate physically disabled students, ramps have been constructed across the campus at different places and a common room/rest room for the students has been also kept available.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. DEGREE COLLEGE FOR WOMEN, BARAMULLAH, KMR.
Address	Opposite State Bank of India, Baramulla
City	BARAMULLA
State	Jammu And Kashmir
Pin	193101
Website	www.wcbaramulla.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Fahmida Bano	01952-234096	9419541818	01952-23498 5	wcbaramulla@gmail.com
Associate Professor	Showkat Ahmad Monga	01952-246248	9622695639	01952-23405 0	showkat_ah77@yahoo.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	19-02-1985

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Jammu And Kashmir	University of Kashmir	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	10-10-1995	View Document
12B of UGC	10-10-1995	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Opposite State Bank of India, Baramulla	Rural	34.5	3591.85

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Physics	36	Twelfth pass	English	77	77
UG	BSc,Chemistry	36	Twelfth pass	English	550	550
UG	BSc,Botany	36	Twelfth pass	English	524	524
UG	BSc,Zoology	36	Twelfth pass	English	553	553
UG	BCA,Computer Application	36	Twelfth pass	English	110	110
UG	BSc,Mathematics	36	Twelfth pass	English	82	82
UG	BSc,Environmental Science	36	Twelfth pass	English	1953	1953
UG	BA,Urdu	36	Twelfth pass	Urdu	2270	2270
UG	BA,Persian	36	Twelfth pass	English	29	29
UG	BSc,Home Science	36	Twelfth pass	English	84	84
UG	BA,Hindi	36	Twelfth pass	Hindi	36	36
UG	BA,Punjabi	36	Twelfth pass	Punjabi	45	45
UG	BA,Political Science	36	Twelfth pass	English	676	676
UG	BA,History	36	Twelfth pass	English	436	436
UG	BA,Psychology	36	Twelfth pass	English	1302	1302

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UG	BA,Indian Music	36	Twelfth pass	English	55	55
UG	BA,Education	36	Twelfth pass	English	1857	1857
UG	BA,English	36	Twelfth pass	English	3515	3515
UG	BA,Public Administration	36	Twelfth pass	English	188	188
UG	BA,Arabic	36	Twelfth pass	Urdu	168	168
UG	BCom,Commerce	36	Twelfth pass	English	99	99
UG	BA,Economics	36	Twelfth pass	English	429	429
UG	BA,Philosophy	36	Twelfth pass	English	223	223
UG	BA,Fashion Technology	36	Twelfth pass	English	30	0
UG	BSc,Web Designing	36	Twelfth pass	English	30	0
UG	BA,Banking Law And Practice	36	Twelfth pass	English	30	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				3				49			
Recruited	0	1	0	1	2	1	0	3	12	6	0	18
Yet to Recruit	0				0				31			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				33
Recruited	20	2	0	22
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				4
Recruited	3	0	0	3
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	1	1	0	4	2	0	9
M.Phil.	0	0	0	1	0	0	1	2	0	4
PG	0	0	0	0	0	0	8	1	0	9

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	1	0	5
M.Phil.	0	0	0	0	0	0	5	2	0	7
PG	0	0	0	0	0	0	15	14	0	29

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
Certificate	Male	0	0	0	0	0
	Female	91	0	0	0	91
	Others	0	0	0	0	0
UG	Male	0	0	0	0	0
	Female	3286	0	0	0	3286
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	29	3	14	21
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	59	61	70	90
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	2082	2035	2290	2645
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2170	2099	2374	2756

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 26	File Description	Document
	Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
26	21	21	21	21

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2756	2374	2099	2170	2584
File Description		Document		
Institutional Data in Prescribed Format		View Document		

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
150	150	150	150	150
File Description		Document		
Institutional Data in Prescribed Format		View Document		

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
106	552	780	786	689

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
64	56	54	66	51

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
53	53	53	53	53

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 30

Number of computers

Response: 151

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
305.26	183.24	176.01	77.37	234.51

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Govt. Degree College for Women, Baramulla established in 1986 caters to the educational needs of women folk. The college is a Govt. funded Institution affiliated to University of Kashmir, Srinagar, J&K and is recognized by UGC under section 2f & 12B of the UGC Act 1956. The institution has multi faculty character & provides undergraduate courses in Science, Arts, Commerce & Computer Applications. The Institution has a clear vision and mission.

The vision and mission are shared with the concerned stakeholder (Students, Faculty, Parents & Alumnae) at the outset of the academic session.

At the beginning of every academic session socialization/sensitization sessions are conducted amongst all stakeholders to discuss and frame the academic calendar. The purpose of such meetings is to work out an action plan for the new session. Necessary steps to complete syllabii well in time, conduct internal assessments, schedule of subject tours, field trips and conduct of remedial classes & other curricular and extracurricular activities are discussed & deliberated upon. There after a well thought plan in the form of academic calendar is framed and displayed for the information of students, staff and other stakeholders. College IQAC in this direction is regularly supervising the implementation of this action plan and accordingly informs Head of the Institutions.

The time frame for the implementation of academic activities is conveyed to all stakeholders through a detailed time table as being displayed on college notice boards and is uploaded on the website (www.wcbaramulla.com) The detailed time table is prepared jointly by the college time table committee and concerned Deans of various schools. Moreover the individual departments of the Institution issue their departmental time table and concerned HoD's ensure its effective implementation.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 8.59

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Details of participation of teachers in various bodies	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 19.23

1.2.1.1 How many new courses are introduced within the last five years

Response: 05

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 26

File Description	Document
Name of the programs in which CBCS is implemented	View Document
Minutes of relevant Academic Council/BOS meetings.	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.74

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	07	18	27	27

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

Affiliating University under Choice Based Credit Scheme (CBCS) has introduced Environmental Studies with 02 credits in the curriculum which is being taught in BG 1st year (1st and 2nd Semesters) to all the students irrespective of their stream/subjects. Also, Early Childhood Care, Stress Management and Renewable energy & Energy harvesting has been added in the present curriculum as Skill Enhancement Courses. Further, at the Institutional level with the assistance of affiliating University continuous emphasis is being laid to incorporate the current global issues and accordingly students are sensitized in this regard. Serious efforts are being made by the faculty while dealing present curriculum in view of current cross cutting issues and explain the students about their various facets. Teachers also try to inculcate the importance of Gender Sensitization, respect for Human rights amongst the minds of young students. The faculty through their respective Deans also evolve a strategy to interact with affiliating university to introduce additional skill based courses in the curriculum.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years**Response:** 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships**Response:** 5.3

1.3.3.1 Number of students undertaking field projects or internships

Response: 146

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System**1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise****A. Any 4 of the above****B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** C. Any 2 of the above**1.4.2 Feedback processes of the institution may be classified as follows:****A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected**

Response: B. Feedback collected, analysed and action has been taken

File Description

Document

URL for feedback report

[View Document](#)

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 79.89

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2756	2374	2099	2170	2584

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3000	3000	3000	3000	3000

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 47.6

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
111	84	64	88	10

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**Response:**

At the time of admission special pre- admission counseling sessions are held by guidance and counseling cell of the college. Here the aptitude of students is checked and the courses best suited to them as per their interest and abilities are offered. Moreover, regular class tests and presentations are conducted by the concerned teachers at the end of every unit of the prescribed syllabus. The learning levels of the students are therefore assessed to prescribe the remedial measures for the slow learners. Special care is given to the students from disadvantaged sections of society and physically challenged candidates. They are persuaded to continue their studies by providing guidance, counseling and financial support by the college under student aid account, as and when needed.

The college IQAC and guidance & counseling cell collaborate to assist the advanced learner in their academic pursuits by providing coaching for PG admissions and updated study material. Browsing facility is also provided to all the students especially to the advanced learners to access e- resources in the college Browsing Centre.

2.2.2 Student - Full time teacher ratio**Response:** 43.06**2.2.3 Percentage of differently abled students (Divyangjan) on rolls****Response:** 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

The college tries its best to introduce student centric learning methods. In lab oriented courses, viz. Zoology, Botany, Physics, Chemistry, Psychology, Commerce, BCA and Home Science emphasis is laid on experimental learning. Well equipped labs in all the departments facilitate the students in their lab work. Moreover, routine assignments and project work in some of the subjects by the concerned departments is a common practice towards adapting participative learning and problem solving methodologies for enhancing learning outcomes. Moreover the conduct of field trips and subject tours is a regular feature of various departments to have firsthand and practical knowledge of the subject. In addition, browsing facilities to access the e-resources are kept available for the students and staff for academic up-gradation and excellence.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 54.69

2.3.2.1 Number of teachers using ICT

Response: 35

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 551.2

2.3.3.1 Number of mentors

Response: 5

2.3.4 Innovation and creativity in teaching-learning

Response:

Besides conventional class room teaching, the teachers ensure effective teaching learning through the use of modern information and communication tools (ICT) like power point presentations (PPT), EduSat classes, smart class room and arranging visits to research labs and institutions of high repute. Field trips are also conducted to abreast the students with the first hand knowledge of the subject. Moreover, seminars, workshops, debates, discussions, presentations and quizzes are also held to inculcate the spirit of enquiry and problem solving in the students. The students are given assignments on selected topics to be completed in the stipulated period of time. Since most of the departments are equipped with Computers, Laptops, Cameras, over head projectors and interactive boards, the college administration is offering full support to all the departments to use these facilities and innovative methods for effective learning outcomes.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 109.81

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 7.5

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	04	04	03	03

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 1.63

2.4.3.1 Total experience of full-time teachers

Response: 104

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

Continuous Internal Evaluation (CIE) makes an important part of the student assessment at the college level. Formative and summative assessment to measure student achievement is performed using various approaches prior to analysis of the grades obtained in the final examination.

After completion of every unit, class tests are conducted by the subject teachers to examine the students' response and learning outcomes. Assignments are given on supplementary topics to inculcate the habit

of self learning and problem solving among the students. Group discussions on selected topics is routine matter in the departments like psychology, political sciences, history, public administration, English literature, etc. where students are given ample chance to express their views and come up with novel ideas.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The designing of curriculum and its evaluation at the undergraduate level is the domain of affiliating university. During early years (upto 2016) the mid-term examination and internal assessment tests were in vogue. The said examinations were conducted by the examination cell of the college in fair and impartial manner. However, in the lab oriented courses, viz. Sciences, Commerce, BCA, Psychology and Home Sciences, the internal assessment of the practical component is fairly conducted by the college administration under the supervision of coordinator examination to avoid any kind of subjectivity. The appointment of internal and external examiners is done by the coordinator examination of the college. The practical examination component comprises of theoretical part of the lab work, experimental part and the viva voce. The records of all the components are maintained in the respective departments. Moreover, the daily attendance registers are maintained by all the departments so as to give marks of attendance to the students on the pro rata basis wherever applicable. Continuous internal evaluation through class tests, assignments, presentations, group discussions, etc. is a regular feature of all the departments.

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

Response:

Since all the undergraduate examinations are conducted by the affiliating university, the examination related grievances are addressed to and sorted out at the concerned university. The affiliating university has adopted an open mechanism with regard to grievances to evaluation.

The university allows the students to go for recheck of their Answer Scripts. It also allows the students to go for re-evaluation up to maximum of 2 subjects in which the minimum marks secured are not less than 20%. The students have to fill the demand form for either recheck or re-evaluation through online mode against some fixed fee.

Moreover, the students can also apply for the Xerox copies of the answer scripts through RTI and can claim grade revision following the proper procedure.

The same process is adopted by the college for its internal assessments but the college does not charge any fee from the students. In the college, this service is done by the examination cell and the concerned departments.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE**Response:**

Since the designing of curriculum and its evaluation at undergraduate level is the domain of affiliating university. Over the last five years the evaluation system at the undergraduate level has witnessed a drastic shift from annual system to mid-term system, from mid-term system to semester system and now from semester system to choice based credit system (CBCS). During all these years, the college strongly adhered to academic calendar for the conduct of CIE as prescribed by the affiliating university from time to time.

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 on website and communicated to teachers and students****Response:**

The college offers undergraduate courses in Arts, Sciences, Commerce and Computer Applications (BCA). In all twenty six subjects are offered under various streams. In addition to this, an equal number of courses are offered from 3rd semester onwards as skill enhancement courses under CBCS for different subjects. In addition to the basic subjects, the college has succeeded in introducing some job oriented and demand based subjects in the recent past. These include Home Science, Public Administration, Banking Law and Practice, Fashion Technology, Web Designing, etc. At the time of admission in the college, different subject combinations are offered to the students as permitted by the affiliating university. The college prospectus showing all the details of subject combinations, fee structure, facilities and services available in the college, faculty profile, list of achievements of the students and faculty is served. At this crucial juncture, thorough counseling sessions are held by the guidance and counselling cell to educate the aspirants about the programme outcomes and programme specific outcomes of various programmes and courses offered by the institution. Since the college is maintaining the record of its bright alumni with excellence in different fields, their references serve as an appropriate impetus to the students. Programme outcomes, programme specific outcomes and course outcomes for all programmes offered by the institution could be summarised as below;

<i>Name of the course</i>	<i>Course out comes</i>
B.A	<ul style="list-style-type: none"> • <i>After graduation the students can pursue their career by doing masters in any of the subjects opted at UG level.</i> • <i>Can choose Law a career.</i> • <i>Can go for civil services.</i> • <i>Can go for higher studies like doctorate in any of the subjects.</i> • <i>Are eligible for various union and state level competitions.</i>

B.Sc	<ul style="list-style-type: none"> • <i>After graduation the students can pursue their career by doing masters in any of the subjects..</i> • <i>Can go for civil services.</i> • <i>Can go for research in any relevant field.</i> • <i>Are eligible for various union and state level competitions.</i>
B.COM	<ul style="list-style-type: none"> • <i>After graduation the students can pursue their career by doing masters in commerce.</i> • <i>Can choose career as chartered accountant.</i> • <i>Can pursue career in banking and finance sector.</i> • <i>Can go for civil services.</i> • <i>Can go for research in any relevant field.</i> • <i>Are eligible for various union and state level competitions.</i>
BCA	<ul style="list-style-type: none"> • <i>After graduation the students can pursue their career by doing masters in computer applications.</i> • <i>Can choose career software designer.</i> • <i>Can pursue career in banking and finance sector.</i> • <i>Can go for civil services.</i> • <i>Can go for research in any relevant field.</i> • <i>Are eligible for various union and state level competitions.</i>

The college is likely to upgrade its website and besides various changes that are to be incorporated, the programme outcomes, programme specific outcomes and course outcomes for all programme offered by the institution will be highlighted on the college web page.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The institutional Academic Affairs Committee has been assigned the job to monitor and ensure the achievement of learning outcomes. All the departments in the college cooperate with the Academic Affairs Committee to achieve this goal. The Committee gets inputs from all the departments and alumni association regarding the adjustment of its students in different sectors. The college tries to maintain the track record of the students who show excellence in academics by seeking admission in the reputed universities and institutions of the country.

2.6.3 Average pass percentage of Students

Response: 59.43

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 63

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 106

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.17

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 291

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The insitution doesn't have any formal incubation centre in place, nevertheless, the college is actively trying to introduce new techniques to aid teaching-learning process. Most of the teachers use e-resources and ICT tools to make teaching more effective. The establishment of the language lab in the college is an innovative practice to inculcate English Speaking skills amongst the students. Moreover, group discussions and role playing methods are commonly used to enhance learning outcomes. Various departments of the college provide free counseling sessions to the needy students. Guidance and

Counselling Committee conducts pre- admission counseling sessions for the students seeking admission in the college so as to help them to choose the right stream and subject combination. In July-2018 the college organised free entrance coaching for outgoing students to enable them to get admission in the reputed universities of the country.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of workshops/seminars during the last 5 years

[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.09

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	1	2	5	1

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.09

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	0	01	02	0

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Each activity of the college is in line with the motto of NSS, both in letter and spirit i.e. "**Not Me, But Thou (You)**". All our associated students and teachers devote ample time to voluntary work in the interest of people around us. This in turn develops their personality.

Consistent with the aim of the National Service Scheme movement of the nation, the college actively involves the students in voluntary social service activities for the socio-economic development of the area surrounding our institution as well as the nation at large. The college provides opportunities to students to empathetically understand and appreciate the problems of the underprivileged sections, awaken social consciousness and inculcate the true values of being responsible citizens of the country. The college is strongly connected with immediate society as well as the nation through an emotional and moral bonding by virtue of the passion and dedication with which the institution carried out the various social service

initiatives.

Our regular social service activities include cleanliness drives, environmental awareness rallies and healthcare support. Since 2009, the college NSS units initiated adopting villages from the surrounding areas. As part of such initiatives, the NSS units are interacting with villagers and rendering services like planting trees, organizing medical camps, awareness programs on cleanliness, launching Swatch Bharat programs, distributing books among school children, computer literacy programs for school children, health awareness programs and literacy campaigns.

The NSS units of the college sensitise and orient students to develop a sense of social concern. NSS Units interact with all stakeholders before, during and after conducting such activities and prepare reports by taking into consideration the pertinent issues and needs of the people. Such issues help in formulating the right response to the proposed activities. NSS volunteers regularly visit villages, gather data and subsequently efforts are made to solve them. The NSS Programme officers regularly guide the students by organizing meetings and mentoring them. The Program officers are assisted by faculty representatives from various departments.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 8

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	0	04	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 4.74

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
210	105	245	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 3

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 0

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has an adequate infrastructure at present. The layout of the college is such that it has been divided into various zones or blocks. The physical infrastructure comprises of 02 buildings housing 28 spacious class rooms. There is an old building housing Administrative Section, 03 Computers Labs, Smart Class Room, Edusat Lab and various Departments. Besides, there are 04 single storied asbestos structures which are used as class rooms and for other purposes.

The science block has four laboratories belonging to the departments of Physics, Chemistry, Zoology and Botany. There are also three musical labs in the Department of Music which are well equipped with required musical instruments. In the department of Home Science three more labs (Food Science Lab, Extension lab and Resource Management Lab) are present.

The new lecture block of the college comprising of eight well-furnished classrooms with continuous surveillance of close circuit TV cameras has been made functional from the current academic session (2018-19).

The Institution has a separate Library block with modern, state of the art facilities which highly contributes to our mission of maintaining a dynamic academic environment in the campus. The library is updated, fully equipped and hosts a browsing center and a language lab.

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

Response:

The Institution has an independent sports department with all the requisite physical infrastructure and human resource personals. At the outset of every academic session, calendar for sports activities is issued by the department through head of the Institution.

The college has a recreational room having the facilities for Table Tennis, Carom and Chess games. The college has suitably developed courts for Volley Ball, Badminton, Kho-Kho and Basket Ball for outdoor games.

Besides, the department runs Gym centre which is fully equipped with modern tools and machinery. However, the college lacks well established sports ground due to paucity of land.

The cultural activities organised in the college include, Rouf (Kashmiri folk dance), Gidda (Punjabi folk

dance), Skits, Short plays, Songs, Gazals, Banghra (Punjabi dance), Qawali, etc.

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

Response: 13.33

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 04

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 82.28

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
282.91	153.26	124.54	57.75	210.36

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

The Library of the College is partially automated using SOUL, ILMS Version 2.0.

The Automation of the Library has been started in the year 2014-15.

Barcode based circulation of books is being practiced.

OTHER SERVICES.

OPAC: (Online Public Access Catalogue) The College Library is enriched with the OPAC facility whereby faculty, staff and students can search for the books available in the library.

Book Bank Facility: The Library provides the Book Bank facility where the students belonging to the under privileged sections of the society avail benefit. The book bank facility was initiated in the year 2016.

Book Bank Facility details

Year	No. of students availed the facility
2016	47
2017	Nil
2018	10 till date (application receiving under process)

Reading Room facility: The Library has a spacious reading room. Various Newspapers in different languages are subscribed to benefit faculty, staff and students of the college. Magazines pertaining to various fields like Current affairs, General Knowledge, Science, Technology and other fields are procured to keep the beneficiaries abreast with the latest knowledge and happenings around the world.

NEWS PAPERS SUBSCRIBED BY THE LIBRARY

S. No	Name of the Newspaper	Medium	Frequency
Local			
1.	Greater Kashmir.	English	Daily
2.	Rising Kashmir.	English	Daily
3.	Excelsior.	English	Daily
4.	Kashmir Times.	English	Daily
5.	The Daily Aftab	Urdu	Daily
6.	Srinagar Times	Urdu	Daily
National			
7	The Hindu.	English	Daily
8.	Indian Express.	English	Daily
9.	The Economic Times.	English	Daily
10.	Employment News.	English	Weekly
11.	Dainik Jagran.	Hindi	Daily
12	Punjab Kaisri.	Punjabi	Daily

PERIODICALS SUBSCRIBED BY THE LIBRARY

CURRENT AFFAIRS/ GENERAL KNOWLEDGE/CAREER

S. No.	Name of the periodical	Frequency	Medium
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1.	Front line	Fortnightly	English
2.	India today	Weekly	English
3.	Competition refresher	Monthly	English
4.	Outlook	Weekly	English
5.	Chronicle	Monthly	English
6.	Wizard	Monthly	English
7.	Career 360	Monthly	English
8.	Knowledge quest	Monthly	English
09.	Gk today	Yearly	English
10.	Reader Digest	Monthly	English
11.	Young Muslim Digest	Monthly	English

SCIENCE/ TECHNOLOGY/ EDUCATION

1.	Science reporter	Monthly	English
2.	Biology today	Monthly	English
3.	Physics today	Monthly	English

4.	Chemistry today	Monthly	English
5.	Math today	Monthly	English
Others			
01.	Lokchaar <i>(An educational magazine for children & teenager's)</i>	Monthly	English
02.	Sports star	Weekly	English
03.	Sareeta	Fortnightly	Hindi

Browsing Centre: The library has a well-developed Browsing centre with LAN and Internet facility.

Reprographic service/ Photocopy service: Reference material, magazine articles, etc. that are not lent out, are photocopied at nominal charges in the Library.

Library collection: The Library houses near about 26, 780 titles among which 6,300 are Reference Books which have been kept in a separate Reference Section. The library follows the open access system to book collection.

New arrivals service: The books/new arrivals are conveyed to the faculty and students via display of books jackets at the new arrival board.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The college has been established 1986, therefore has an age of 32 years only. The Library is more like an integrated knowledge resource centre that is stocked with good number of Text and Reference books. The Library is automated using ILMS SOUL 2.0, barcode based circulation is practiced. The Library has a spacious reading room and various newspapers in different languages and magazines pertaining to different fields like science, technology, current affairs, etc are being subscribed to benefit faculty, staff and students of the college. The aim is to keep them updated and abreast with the latest knowledge and happenings around the world. The library follows the open access to its collection. OPAC facility is available and endeavour is being made to convert it into Web OPAC so that the collection of the library could be accessed remotely. The Library has a well developed browsing centre with uninterrupted power supply and

internet connectivity. The library has a separate Reference Section, enriched with more than 274 Encyclopaedias, 224 Dictionaries both subject related and general. It is also housed with some competitive exam books like NET/SLET/ General Studies, etc. The college library subscribes to e-resource via NLIST where access to quality 6,000+ Journals and 31,35,000 e-books has been made available. The Library has also made an institutional registration with the National Digital Library of India where the faculty and students are being registered. The library makes all efforts to acquire useful books as per the academic courses taught in the college and thus supports teaching-learning process. Acquisition of print Journals in different subjects is also in process. The college management has also made an endeavour to establish a Museum in the Library in purview of the Department of History. Thus, the library is taking keen consideration to enhance and enrich its resources to benefit the college and fulfil its objectives.

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 3.21

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
3.27	2.53	5.36	2.30	2.59

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.06

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 30

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The entire campus of the Institution is Wi-Fi enabled with internet connectivity which enables the students and faculty to access the internet anywhere in the college. There are 21 Jio Wi-Fi devices having 10 meters range with a speed of 65 MBPS. In addition, every department has an Internet connection provided through NMEICT (National Mission on Education through ICT) having a speed of 100 MBPS. There are 02 more broadband connections which provide internet facility to the Administrative block of the college with a speed of 300 MBPS.

All the laboratories of the college and two classrooms are provided with internet connection to make full use of ICT enabled learning. The college has well qualified professionals to look after and update the IT facilities, besides the services of reputed professionals are availed wherever necessary to ensure uninterrupted internet facilities.

4.3.2 Student - Computer ratio

Response: 18.25

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS**Response:** >=50 MBPS**4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)****Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years****Response:** 16.37

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
17.77	22.35	36.51	26.80	19.76

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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

The various departments of the institution have been provided with adequate human resource to fully utilize and maintain the infrastructural facilities available. All the laboratories of the college are well equipped to cater the needs of students and faculty. The laboratory technicians and assistants are well trained to take care of the facilities available and ensure its maintenance too.

The college has employed well trained computer professionals who regularly check the computers and

other electronic equipment's in the laboratories to ensure hassle free work thereto.

The central library of this institution is manned by the professionals to ensure the optimum use of facilities available. It has been mandated upon the students to visit the library at least three days a week.

The sports department of the college offers various facilities pertaining to different sports activities like cricket, badminton, volley ball, basketball, etc. Besides, the physical training instructors train the students for various sports activities and also look after the maintenance of the available infrastructure.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 1.88

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
116	85	14	20	0

File Description

Document

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 8.38

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
201	123	281	189	190

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: D. Any 4 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 7.04

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
842	0	98	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 1.92

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
32	56	72	57	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 14.15

5.2.2.1 Number of outgoing students progressing to higher education

Response: 15

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of students qualifying in state/ national/ international level examinations during the last five years

[View Document](#)

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) during the last five years.

Response: 8

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	01	01	03	0

File Description**Document**

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

As such no active student council exists in the college. However, all the semesters have their class representatives (CR) who not only maintain discipline within their respective classes but also act as bridge between college administration and the students. Regular feedback is sought from the CR's to improve teaching learning environment in the college. In addition, volunteers of NSS are given assignments at the time of various events organized by the college. That way they not only become stake holders of those events but also are made to feel part and parcel of the institution. Also students are encouraged to take lead in organizing various programs and they receive full support from college administration in these endeavors. Further, students are included as members in various college supportive committees, thus making their involvement in decision making process.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 5

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	05	06	05	0

File Description

Number of sports and cultural activities / competitions organised per year

Document

[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

College has a fully functional and vibrant Alumni association. The aim to establish an alumni association is to keep regular contact with our ex students and to seek continuous feedback from them. Regular meets of the association members is its important feature. Through these meets the concerned committee keeps the members abreast with various changes taking place in the institution. The college authorities seek feedback

and suggestions from these empowered members. Subsequently serious efforts are made to implement the healthy suggestions without delay. Besides, the members remain in touch through various mediums like emails and whatsapp groups. In order to make this alumni association more vibrant and inclusive, recently the college has started online alumni registration to make membership more easy and remain connected with large number of our ex students through online modes.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The Vision & Mission statement of the college is in tune with the national policy on Higher Education as it aims at emancipation of the less privileged & rural women & its integration with the changing global socio-economic milieu. The Institution provides supportive atmosphere to all the enrolled students and involve them in effective teaching and extension process. The Head of the Institution disseminates the duties and responsibilities to the staff through a detailed time table, academic calendar and other co-curricular schedule well in the beginning of each academic session. Besides, the Principal convenes an introductory socialization session about the Vision & Mission of the college. At the outset of academic session, various committees are framed to ensure the accomplishment of various components of Vision & Mission statement. The Principal with the assistance of college academic affairs committee and IQAC ensures the timely implementation of the various decisions and activities being conducted in the college. Besides the academic responsibilities, the Principal involves the faculty and other staff in effective functioning of the Institution through varied/supportive committees for the democratic governance of the Institution.

6.1.2 The institution practices decentralization and participative management

Response:

The administration is decentralized democratically through effective participation of all the staff members. The Institution has an effective internal monitoring mechanism through college IQAC, academic affair committee, NSS programme officers, Deans of various schools, college advisory committee and grievance redressal committee. The Principal has also framed a special committee for checking harassment of women at work places in the college. The committees are framed at the beginning of the every academic session. At the apex of these committees is the advisory committee consisting the senior most faculty members who advise the Principal in all policy and planning matters. The performance of committees is monitored by the Principal.

In addition, student involvement too is ensured in managing different affairs of the college. The NSS volunteers and ECO task force members ensure to foster a sense of discipline and social responsibility among the students.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Keeping in line with the Vision and Mission of the Institution to empower rural women in whatsoever way possible, imparting vocational education has always guided the strategic vision of the institution. As such the college has succeeded in introducing some new courses viz. Web Designing, Banking Law & Practice, Fashion Technology, Home Sciences and Public Administration. To compete in the current job market, the college off- late has introduced certificate course in English speaking aided by state of art Linguistic Lab.

Besides, Boutique Technology Centre has been established in 2015. The aim of the centre is to train and equip students from the college and outside with skills required for economic independence. The students are provided necessary training in cutting-tailoring, tilla, sozni-work, embroidery and fashion designing. The centre is equipped with semi-automatic sewing machines and designer machines operated by trained and experienced trainers. In addition to the bonafide students, the selected students from Govt. Girls Higher Secondary Baramulla and Bunglowbagh school (adopted school) also undergo training in the centre. The examination of these training programmes is conducted by the college and its certification is done through college examination cell. In the last four years, 217 students from the college and scores of students from outside have been imparted training. The total revenue generated stands at Rs. 1,35,140.00.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

Being a Government Institution, the administrative setup is as per the guidelines from administrative department. The Institutional governance is carried out by the Principal, who is overall incharge of the Institution. Principal is responsible for all administrative measures taken in the Institution. The Principal is assisted for all the administrative matters by the college sectional officer and accountant from State Finance Department. The faculty takes responsibility of academic activities in the college under their concerned Head of the Departments. The Institution is run through various supportive committees which are framed each year at the beginning of the session. At the apex of these committees is the advisory committee normally comprising senior most faculty members who advise the Principal in all policy and planning matters.

6.2.3 Implementation of e-governance in areas of operation

- 1.Planning and Development**
- 2.Administration**
- 3.Finance and Accounts**
- 4.Student Admission and Support**

5. Examination**A. All 5 of the above****B. Any 4 of the above****C. Any 3 of the above****D. Any 2 of the above****Response:** D. Any 2 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions**Response:**

As a regular feature, the institutional governance is carried out by frequent meetings between the head of the institution and the concerned committees. The proceedings of the meetings are noted down for future references. The minutes of the meetings are then submitted to the Principal for approval and subsequent implementation thereof.

In recent past, a meeting of Eco Club Committee of College was held on 23rd May 2018 in the presence of concerned convener. A decision was taken that the college would celebrate environmental week with the theme “Beat plastic pollution” from 31st May to 7th June 2018. In addition, beautification of the campus was the main agenda of the meeting. The minutes of the meeting were implemented in letter and spirit.

In view of the above meeting, Eco Club in collaboration with the Department of Botany, Environmental science and NSS units of the college organized one week environmental celebration on the theme “Beat Plastic Pollution” from 31 May to 7th June, 2018. The Programme started off with a cleanliness drive within the campus with active participation from NSS volunteers and other students. It was followed by painting competition, quiz competition, poster competition and plantation drive. The program was aimed at imparting awareness among students about the harmful effects of pollution and ways to prevent this burgeoning scourge in order to promote a sustainable future with active participation of people both at individual and collective level.

6.3 Faculty Empowerment Strategies

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

Since the college is a Govt. institution, the teaching and non teaching staff are entitled to the benefits of all the welfare schemes as applicable to the state government employees from time to time. The measures that effect the satisfaction of employees include medical reimbursement and provision for various loans from different agencies. Also the faculty avails the benefit of the welfare fund available with the affiliating University. The State Govt. also covers its employees under Medi-claim through private recognized insurance corporations and state life insurance.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 7.44

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

2017-18	2016-17	2015-16	2014-15	2013-14
17	2	3	1	0

File Description**Document**

Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 7.44

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
17	02	03	01	0

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Under service rules, the preparation of annual performance report (APR) is mandatory for the teachers and other staff. The APR is prepared on the basis of teaching performance, the number of teaching hours and other academic activities. The APR proforma is not only confined to assess the teaching performance but also the active participation of the teachers in other activities including involvement in different supportive committees. Besides, due consideration is also given to the research work, publications and participation in seminars and conferences. Promotion to the next grade is strictly linked to good API scores. Hence, the performance appraisal report forms a very crucial part of the career advancement scheme for the faculty. The APRs are recommended by the principal and subsequently submitted to the Administrative Department where due consideration is given to the performance of the faculty concerned. For non-teaching staff APR is also mandatory for their further promotions.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution has carried out no internal financial audit during the last five years. However, two external financial audits were carried out in the last five years period.

Any irregularity, discrepancy, omission found during the internal or external audit is normally noted down and informed to the concerned DDOs as Audit Para.

The directorate of audit and inspection (Finance Department) carried out an audit of the college in the year 2015-2016. The total number of Audit Para's were ten (10). The institution clarified all the queries as mentioned in the Audit Paras.

Another audit was carried out by the officers from Accountant General, Govt. of India, in the year 2016-2017. There were thirty nine (39) audit Paras raised by them. The institution submitted the documentary proof against these queries. Till date 14 audit Para's have been settled.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

All the fundings including the salary of the staff is always released by the State Govt. and UGC. However, the institution has a corpus fund, generated and enriched by the annual nominal admission fee from the students. Every time a new proposal is mooted for maintenance of physical infrastructure or raising of new infrastructure, after following proper codal and procedural formalities like envisaging of the plan based on

appraisal of the facilities, discussing it and then ordering of DPR for the same. The proposal is then submitted to the Administrative Department for approval and funding.

6.5 Internal Quality Assurance System

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

Response:

IQAC of the college performs various tasks like regular monitoring of the curriculum transaction and evaluates the efficiency of enrichment programmes. The optimum use of teaching aids is also monitored by the IQAC. In addition, IQAC also interacts directly with the teachers to know how the goal of enrichment is achieved. After analysis of the teaching methods adopted and discussion with the teachers IQAC gives suggestions for making the programmes more effective.

The college IQAC and guidance-cum-counselling cell collaborate to assist the advanced learners in their academic activities by providing updated study material. Browsing facilities is also provided to one and all especially to the advanced learners in the college Browsing Centre.

The college IQAC obtains feedback from students and staff on regular basis with regard to teaching and learning process. The feedbacks are assessed and thereafter observation and recommendation are submitted to the Principal of the college for further implementation.

Teacher-Parent meets are periodically arranged by the IQAC to get feedback from parents of the students about the teaching-learning outcomes. The student performance like academic achievements and skill developments during the duration of course is conveyed to their parents. However, the IQAC independently makes a survey of the achievements and progression made by the outgoing students of the college. It is observed that the rate of progression has increased over the years.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

In the college teaching learning process is considered to be the backbone of academic activities. Therefore, periodical reviews of teaching learning process is of immense importance for maintaining a healthy atmosphere of academic activities. In this regard a proper mechanism is adopted by the teachers. The teachers identify the strengths and weaknesses of their students, discuss with the respective Head of the Departments. Then special lectures are arranged in the smart classroom or laboratories using overhead projectors and other teaching aids to make learning more effective. The Head of the Departments also discuss the reports of class teachers in the academic affairs committee meetings. The third step of review procedure is the communication of short comings and strengths to the institutional head. To maintain the required educational standard the institutional head reviews the decisions of various committees and suggests the steps to be taken in this direction.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**Response:** 1**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

File Description**Document**

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)**6.5.4 Quality assurance initiatives of the institution include:**

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above**B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above****Response:** C. Any 2 of the above**File Description****Document**

Details of Quality assurance initiatives of the institution

[View Document](#)**6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)**

Response:

Ever since its inception, the college has been on the track of development and a number of land marks have been achieved during previous years. Various initiatives have been taken to improve the overall environ of the college. The institution has succeeded in getting sanction for introduction of additional subjects which have been included in the present curriculum structure. Also the land mark development in physical infrastructure has been made during last few years. Some of the achievements are as under:-

- Three storied Library Block.
- Additional Class Room Block.
- Introduction of new subjects.
- Development of Browsing Centre.
- Wi-Fi facility across the campus.
- Installation of 11 VPN Broadband Connections through NMEICT (National Mission on Education through ICT), Govt. of India.
- Digitization of College Library.
- Subscription of e-resources under NLIST Programme.
- Registration to the services of National Digital Library of India for digital content in the form of e-books and e-journals.
- Installation of new equipments in the Edusat Lab.
- Development of Smart Class Room.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 14

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
06	01	02	05	0

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

The college being an institution for women shows great concern and enthusiasm about gender sensitivity including their safety, security, empowerment and emancipation. The institution in this regard has been completely fenced to ensure safety and security to the students. The administration of the college keeps close vigil to restrict the entry of the outsiders in the college during the working hours to maintain the discipline and safety of the students.

College organizes and hosts a large number of activities which are aimed to sensitize the students about their rights and duties. Among such initiatives college often organizes and hosts large number of literary, cultural, aesthetic and spiritual programmes throughout the year. Some of the programmes organized include, **save the girl child, programme on women empowerment, international youth day, mother's day**, etc. All these programmes are aimed to boost and sensitize the students towards the gender equality. Moreover, other facilities like common room and other student amenities are kept available in the college.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 27880

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 100

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 27880

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 27880

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

Response:

The administration of the college has taken many initiatives for waste management in the campus. These initiatives include both solid waste management as well as liquid waste management. There are a number of medium to large sized dustbins installed in the college campus. The students and staff use these dustbins to keep the campus neat and clean. The local Municipal Corporation lifts the garbage on alternate days. The college administration has banned the use of polythene in the campus which too has helped to a large extent in keeping the surroundings of the college neat and clean.

The college manages the liquid waste through proper drainage system. In addition, the college has made

many septic soakage tanks and soakage pits at different places for proper disposal of liquid wastes across the campus.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting is an important and healthy aspect of human activity on earth to reduce the wastage of fresh water resources. Students and staff in the college are instructed not to waste water unnecessarily in order to avoid water scarcity in the absence of rainy season. The run off water from the terrace of the college is channelized to the sumps located in the campus. This water is then used for watering the lawns and flower beds through out the year.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The institution is very much in sync with the planetary consciousness and environmental capital. This institution over a period of time evolved a philosophy of restoring the beauty of our universe by making awareness programmes regarding the burning issues of our contemporary times. In these programmes emphasis is laid on sustainable development and judicious use of natural resources. Many efforts have been made by the institution towards making the campus environmental friendly and green. The college regularly celebrates the annual plantation programmes to sensitize the students about the contemporary environmental issues. The college has banned use of polythene on the campus. Since the college follows the general philosophy of “Cleanliness is next to Godliness”, various cleanliness programmes are conducted like plantation drive, plastic free campus, paperless office and green landscaping with trees and plants. For the convenient movement of pedestrians, interior cemented paths have been constructed. Most of the college students and staff use public transport and train service for attending the college. Moreover, the college provides transport facilities to the students along certain routes through two college buses to minimize emission of hazardous pollutants.

Most of the official correspondences are made through electronic means like email and official whatsapp groups.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary

component during the last five years**Response:** 0.06

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.02	0.06	0.21	0.11	0.01

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above**B. At least 6 of the above****C. At least 4 of the above****D. At least 2 of the above****Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of Specific initiatives to address locational advantages and disadvantages

[View Document](#)**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)****Response: 5**

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	2	1	0

7.1.12**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff****Response: Yes****File Description****Document**

URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics

[View Document](#)**7.1.13 Display of core values in the institution and on its website****Response: Yes**

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 10

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	1	1	1	0

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution organizes many programs throughout the year to highlight the achievements of prominent personalities of India and emphasize their contribution.

The college in recent past celebrated Iqbal Day and a day on the poetry of Sheikh-ul-Alam. The students are made to understand the values of true patriotism, non violence, love for humanity, respect for all religions, universal brotherhood and many other similar values. Besides, National Festivals like Republic Day, Independence Day, Ghandhi Jayanti, National Voter's Day and other programmes of National importance are celebrated in the college wherein a large number of students, staff, parents and community members participate.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The College being a Government institution, runs as per the set guidelines and financial code issued by the Department of Higher Education, Govt. of Jammu and Kashmir.

The academic affairs in the college are supervised by the respective Deans of different schools and other committees like IQAC, Time Table Committee, Examination Committee and Library Committee under the leadership of the principal.

The College Principal along with the College Advisory Committee discuss and manage all sorts of administrative functions of the Institution.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Practice I

1. Title of the Practice: Establishment of Boutique Technology Centre

2. Objectives of the practice: Imparting training to students for economic empowerment and skill development.

3. Context: The majority of students in the institution come from economically disadvantaged families and socially backward areas. A good number of students are unable to meet their regular educational expenses and therefore results in wastage. Moreover, the existing curriculum owing to its bookish nature fails to meet the job aspirations of students after graduation. The centre would make trainees economically self-sufficient, besides developing skill and entrepreneurship qualities among them.

4. The Practice: A Boutique Technology centre was established in the college where scores of students from the college and outside are provided necessary training in cutting- tailoring, knitting, embroidery and fashion designing. The centre equipped with semi-automatic sewing machines and designer machines operated by trained and experienced trainers impart necessary skills to scores of students of the college and selected candidates from weaker sections of the locality. In addition, the selected students from Govt. Girls Higher Secondary Baramulla and College School (Adopted school) and Bunglowbagh also undergo training in the centre. The centre has successfully made the trainees economically self-sufficient, besides developing entrepreneurship qualities among them. Moreover, the students of the college get their clothes, especially uniforms, stitched at economical rates in the centre. The burden of educational expenses upon the parents has been greatly reduced by enabling the trainee-students earn their educational expenses themselves. Therefore, the risk of early drop-out due to poverty has been considerably reduced.

5. Evidences of Success: The centre has successfully trained 249 students who could not only earn their livelihood but also serve as beacon of light for others to follow. In their backward communities these students work as ambassadors of self-help, hope and empowerment. In addition, it has elevated the social status of these trainee students and enhanced their chances of social mobility.

6. Problems Encountered and Resources required:

Some more equipments and a show room facility to display the designed items are required.

Practice II

1. Title of the Practice: Parents-Students-Administration Triangular Meet

2. Objectives of the practice: The goal of the practice was to increase the rapport between parents and the institutional administration. That would enable parents, students and the college administration to strive for the accomplishment of institutional objectives in unison.

3. Context: Since students come from various socio-economic and educational backgrounds harbouring different aspirations it was necessary to bring together two important stakeholders for getting socialized with the institutional goals and work for achievement thereof.

4. The Practice: The practice was primarily an inter-personal meet with parents of the enrolled students. It was intended to understand the diverse social, economic and educational backgrounds of the students and to acquaint them with the institutional vision, mission and the college milieu. It was intended to buttress an emotional bond between the college and parents. The institution was enabled to a good extent in ascertaining the expectations of the parents from the institution and the students' aspirations. The college administration consequently incorporated certain changes in its rules and regulations. It was

besides helpful in boosting the infrastructural facilities and widening student support services. The college administration also took the opportunity to ascertain the main reasons that promote the number of drop out case in the college and sought suggestions from the parents to bring down these incidences. After listening to the pleas of many destitute parents, the college administration promised of all possible financial assistance to the students from very poor backgrounds.

5. Evidence of Success: The parents are in regular touch with the administration vis a vis the concerns of their wards. The student behaviour has been streamlined. They have also been acquainted with code of conduct of the institution. The instances of deviant behaviour have been significantly reduced.

6. Problems Encountered and Resources required:

- A number of parents do not cooperate in this endeavour.
- Many a students do not attend the institution regularly
- Shortage of permanent faculty

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

This institution has inclusive vision and mission to transform less privileged rural women into potential human resource through proper social engineering process which is tantamount to dynamic global socio-economic milieus. This institution from last three decades has been the choicest sanctum sanatorium for the female students of the north Kashmir due to impeccable past records. The institution has developed in terms of its infrastructure and quality human resource. It is the result of this potential development the current session has a whooping enrolment of about 3300 students.

The college in view of an inclusive vision and mission institutionalize empowerment of women especially for the marginalized and poor rural girls. The vision and mission is very much in sync with the philosophy of “Vasadeva Kutumbukum”. The college works hand in glove with other higher educational institutions keeping in view the institutionalized national integration.

5. CONCLUSION

Additional Information :

The college is a premier women educational institution of north Kashmir with a lot of scope for its development owing to its multi faculty character and strategic location. The college is equidistant from most of the areas of north Kashmir, making it convenient for the female students of adjoining areas to pursue their education here. The college besides performing its routine academic activities has adapted Govt. Middle School Bunglow Bagh (also called College School) and has played a vital role in making it a model school in the district. The frequent visits of the faculty to Blind school Khawaja bagh, Baramulla has been a constant practice adopted by the college NSS units over the years. Moreover, the college collaborates with the different voluntary organizations for the conduct of coaching classes for various competitive exams by providing subject specific resource persons. Owing to the good number of PhD holding teachers, the college has potential to start PG classes and research work in different subjects provided the Lab and infrastructural facilities are made available. The college is also looking forward for the introduction of more skill based courses to make its student self sufficient to establish their own business units in future.

Concluding Remarks :

We take privilege and pride in submitting the SSR prepared by the college IQAC. The college administration is committed to the highest levels of excellence and quality assurance in academic and non-academic activities. The college ensures to impart quality education to the students through the curriculum enriched with knowledge and wisdom and the services of highly qualified and experienced teachers. The institution contineously makes use of ICT facilities for the improvement of quality and relevance of teaching learning process. To fulfill its social responsibility the college administration is always in touch with the local community.

SSR for re-accreditation (2nd Cycle) was prepared based on input from various sections and departments of the college. The administration diligently works towards developing the infrastructure and learning resources to achieve excellence. The college administration is committed to overall development of students through theoretical, experimental and experiential means.

The college humbly submits the SSR and looks forward for early NAAC inspection.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.2.3	<p>Percentage of differently abled students (Divyangjan) on rolls</p> <p>2.2.3.1. Number of differently abled students on rolls Answer before DVV Verification : 02 Answer after DVV Verification: 0</p> <p>Remark : The names cannot be accepted since they have been admitted during 2018.</p>																				
4.2.4	<p>Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)</p> <p>4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs) Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3.27</td> <td>2.53</td> <td>3.36</td> <td>2.30965</td> <td>2.41</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>3.27</td> <td>2.53</td> <td>5.36</td> <td>2.30</td> <td>2.59</td> </tr> </tbody> </table> <p>Remark : Numbers changed according to proof.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	3.27	2.53	3.36	2.30965	2.41	2017-18	2016-17	2015-16	2014-15	2013-14	3.27	2.53	5.36	2.30	2.59
2017-18	2016-17	2015-16	2014-15	2013-14																	
3.27	2.53	3.36	2.30965	2.41																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
3.27	2.53	5.36	2.30	2.59																	
4.2.6	<p>Percentage per day usage of library by teachers and students</p> <p>4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 75 Answer after DVV Verification: 30</p> <p>Remark : Number changed according to the proof.</p>																				
5.1.3	<p>Number of capability enhancement and development schemes –</p> <ol style="list-style-type: none"> 1. For competitive examinations 2. Career counselling 3. Soft skill development 4. Remedial coaching 																				

5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Answer before DVV Verification : B. Any 6 of the above
 Answer After DVV Verification: D. Any 4 of the above
 Remark : Option changed according to proof.

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education
 Answer before DVV Verification : 32
 Answer after DVV Verification: 15

Remark : Number altered according to the proof.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0.2425	0.6500	0.21150	0.11415	0.18

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0.02	0.06	0.21	0.11	0.01

Remark : Numbers are changed according to the proof.

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students

8. Any other similar facility (Specify)

Answer before DVV Verification : C. At least 4 of the above

Answer After DVV Verification: D. At least 2 of the above

Remark : Option changed according to the proof.

2.Extended Profile Deviations

Extended Profile Deviations
No Deviations

NAAC