



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT DEGREE COLLEGE, AKHNOOR
Name of the head of the Institution		Dr. Namrata
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01924213837
Mobile no.		9419203086
Registered Email		principalgdcakhnoor@gmail.com
Alternate Email		drnamrata2505@gmail.com
Address		Vill. Palwan P/O and Tehsil Akhnoor
City/Town		Akhnoor
State/UT		Jammu And Kashmir
Pincode		181201
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Prof. Ravi
Phone no/Alternate Phone no.	01924213837
Mobile no.	9419145244
Registered Email	iqacakhnoor@gmail.com
Alternate Email	ravichagdal21@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.gdcakhnoor.com/naac/aqar201819.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.gdcakhnoor.com/naac/eventcalendar1920.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.87	2019	28-Mar-2019	28-Mar-2024

6. Date of Establishment of IQAC

01-Jan-2010

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
AISHE	15-Mar-2020 10	5
Celebration of	21-Feb-2020	100

Matribhasha Diwas	1	
Celebration of constitution Day	26-Nov-2019 1	250
Celebration of 550th Prakash Utsav	06-Nov-2019 7	150
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt. Degree College, Akhnoor	NPS	JK Higher Education Department	2019 365	2294000
Govt. Degree College, Akhnoor	Library and Books	JK Higher Education Department	2019 365	2060000
Govt. Degree College, Akhnoor	Machinery and Equipment	JK Higher Education Department	2019 365	2083000
Govt. Degree College, Akhnoor	Material and Supply	JK Higher Education Department	2019 365	2640000
Govt. Degree College, Akhnoor	Electricity Charges	JK Higher Education Department	2019 365	650000
Govt. Degree College, Akhnoor	Seminar and Conferences	JK Higher Education Department	2019 200	66000
Govt. Degree College, Akhnoor	Library Automation	JK Higher Education Department	2019 160	800000
Govt. Degree College, Akhnoor	Maintainence and repairing	JK Higher Education Department	2019 170	86000
Govt. Degree College, Akhnoor	Miscellaneous	JK Higher Education Department	2019 180	3267500
Govt. Degree College, Akhnoor	Salary	JK Higher Education Department	2019 365	64140000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
<p>Provided Scholarships and Financial aid to poor/needy students belonging to weaker sections of the society. Started New subject BA with Physical Education. Made admission process online. Convert one traditional class room into ICT enabled class room. 3 Volunteers of NSS received VC Commendation Award</p>	
View File	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
Teaching faculty motivated to undergo orientation, refreshers courses, FDP and attend workshops, seminars	Many of the faculty members attended the faculty development and training programmes.
providing ebooks/e-resources to students	The college registered on inflibnet a national digital library to provided e-books to students
Conversion of traditional class rooms into ICT enabled class rooms	College converted one traditional classroom into ICT enabled class room and purchased 3 portable all in one projector for other class room
Installation of WiFi in the college campus	The work for WiFi Campus has been started by Jio Reliance
Making admission process online	The department of Computer Sc of this college developed its own tool on college portal to make admission process online.
Encouraging students to participate in extension activities being organized by college	Various activities by NCC and NSS students were organized
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14. Whether AQAR was placed before statutory	No

body ?	
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	15-Mar-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

As the Government Degree College Akhnoor is affiliated to University of Jammu, it adheres to the curriculum designed and prescribed by the University. However, the faculty members play a very active role as members of the respective Board of Studies in the designing of the curriculum. Some faculty members of this college even assist other Universities/Autonomous colleges in preparing their curricula. As the college has implemented CBCS in all its programs, the College offers a wide range of Skill Enhancement, Discipline Specific Elective and Generic Elective Courses. The courses are offered keeping in mind the interest of students, infrastructure of college, scope of a particular course for job prospects and further studies etc. A Counseling Committee is set up during the phase of admissions which helps the students with the various issues related to admission process. After admissions, the students are allotted various sections based on the respective strength in various courses. Workload for each subject is calculated and accordingly demand for teachers on academic arrangement is presented to the higher authorities if required. Teachers on 'guest lecture' basis are invited in case of any exigency. Many students come to this college by commuting daily from distant places. The time table is framed in such a manner that it remains convenient even for long distance commuters to attend all their classes. Still some students find it difficult to come early or stay till last periods due to non-availability of timely transport facilities to their homes. Each department determines its own pace of completion of syllabus as per the requirement of each course. In addition to the regular class work, different activities like guest lectures, field trips, seminars, interaction sessions, workshops etc are regularly organized. Wherever the curriculum requires, or can be supplemented using Communication technology, the Smart Class Room well equipped with ICT tools is used. Internal Assessment Examinations are held in a centralized manner involving the coordination and services of teachers from different subjects thereby ensuring the smooth conduct of the examination. Remedial classes for students are held to supplement the routine course work. These classes cater chiefly to the students from socially disadvantaged sections (SC, ST, OBC and Minorities) but can be attended by any needy student. Vocational

and Add-On Courses are introduced under RUSA to improve the employment prospects of the students. Regular feedback is taken from students both formally and informally regarding different aspects of curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	BA with Physical Education	10/06/2019
View File		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil
View File		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	Nil
Alumni	Nil
Parents	Nil

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

Feedback Obtained

A mechanism has been put into place to get feedback from parents of students and students studying in this college. They are asked every year to rate the different procedures and aspects related to college. Their responses to questions related to curriculum have been thoroughly analysed. Following questions were put forward to them for eliciting their feedback. 1. How do you rate the admission procedure? 2. How do you rate the Infrastructure and lab facility? 3. How do you rate the quality of teaching in the institution? 4. How do you rate the transparency of the evaluation system in the college? 5. How do you rate the library facilities? 6. How do you rate the use of Communication and Information Technology in the college?

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA	750	550	512
BCom	BCom	80	50	42
BSc	BSc	300	215	202

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1943	Nil	28	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
43	43	11	2	2	3

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

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

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

Mentoring is an essential feature to render equitable services to all our students having varied background. The College provides formal mentoring system that facilitates unique, interactive and target oriented system involving students to address their common concerns ranging from anxiety, stress, fear of change, doubts and failure etc. In the beginning of each session, every department is required to assign a teacher mentor to each student. It is also required that the same mentor continues to mentor the student for all the three years of his/her graduation. Mentoring of students is based on the following objectives: • To increase the teacher-student contact hours • To identify and address the problems faced by slow learners and first generation learners • To encourage advanced learners • To decrease the student drop-out rates • To prepare students for the competitive world • To prepare

the students for future life • To make students familiar with ICT As an example of Mentor Mentee ratio, if a department has 10 teachers and 100 students, then each teacher will be mentor to 10 students. In general, the number of students with each teacher mentor varies from 7-14 approximately according to the strength of teachers and students in that department. The mentor is required to prepare a list of his/her mentee students and get acquainted with them. Mentors conduct a meeting with their mentees once a week to discuss their problems and issues and maintain the record of their meeting with the students. These issues can be related to college infrastructure, academic, non-academic or personal as well. The mentor tries his/her best to find solutions to any such issues arising in student's life and informs the college administration about the matter if need be. Based on the nature of the problems faced by the students for e.g. confusion about career options, the faculty occasionally organizes programs and lectures for the same. Mentors not only continuously observe progress of their mentees but also provide required guidance. Mentors motivate students to take part in various scholastic and non-scholastic activities. Mentoring helps to boost students' morale and improve their learning abilities. Mentors also make the students aware of various career opportunities and encourage them for participation in the academics, sports and cultural activities. This has resulted in increased participation of students in various activities and bringing out overall quality improvement. For academic and administrative function functioning of the Institution various cells such as academic cell, examination cell, Counseling cell, disciplinary committee, are formed. Mentees are well informed and connected with all cells through mentors. The two wings N.S.S and N.C.C also promote students in their career. Although students are free to approach their teachers at anytime if any issue is disturbing his/her routine, yet the system of mentor – mentee builds an extra confidence and sense of security among students. This whole system leads to a better connection between students and teachers and helps to build a friendly and cordial relation between them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1943	28	1:69

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	28	6	Nil	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Nil	Nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	BSc	VI	05/10/2020	16/12/2020
BCom	BCom	VI	01/10/2020	16/12/2020
BA	BA	VI	09/10/2020	16/12/2020

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

Reforms in continuous internal evaluation (CIE) system at the institutional level. As the college is affiliated to the University of Jammu, Jammu. The Examination committee of the college looks after the fair and smooth conduct of the examination in the institute. During the induction programme the newly admitted students are updated regarding the attendance requirement and pass marks. Whenever the students are in doubt they are encouraged to clarify them by discussing with teachers and principal. Internal Assessment Examinations are held in a centralized manner involving the coordination and services of teachers from different subjects thereby ensuring the smooth conduct of the examination. Display of the performance of the students in internal assessment test on the departmental notice board encourages competition amongst peers. Answer scripts of internal assessment tests after evaluation are shown to the students for their satisfaction and in case of any doubts among the studentsgd, clarification is given. There is provision of re-test for the students who don't score qualifying marks and the students who could not appear in the internal assessments due to their participation in various scholastic and non-scholastic activities.

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

The college strictly follows its academic calendar reflected in the prospectus as well as academic calendar of affiliating university. In the beginning of the session general orientation cum counseling of the new entrants is done so as to sensitize them about the mode of examination both internal and external, distribution of marks both in theory and practical and other academic activities like regularity of attendance in which students must attend more than 75 of the total lectures delivered during the semester and a student has to pass internal assessment separately in each subject.. The college examination committee issues the centralized date-sheet for internal assessment in consultation with the HODs of various subjects, which is displayed on the college notice board well in advance. In general, the internal assessment examination and external examination for odd semesters is held in the months of September-October and November-December respectively. For the even semesters they are held in the month of March-April and May-June respectively. Internal assessment examination involves the coordination and services of teachers from different subjects thereby ensuring the smooth conduct of the examination. Display of the performance of the students in internal assessment test on the departmental notice board encourages competition amongst peers. Answers scripts of internal assessment tests after evaluation are shown to the students for their satisfaction and in case of any doubts among the students, clarification is given.

2.6 – Student Performance and Learning Outcomes

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

<http://gdcakhnoor.com/naac/prospectus2019.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BSc	BSc	BSc	121	104	85.9
BCom	BCom	BCom	18	16	88.8

BA	BA	BA	377	316	83.8
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2.7 – Student Satisfaction Survey

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

<https://gdcakhnoor.com/naac/feedback1920.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0
View File				

3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NA	Nil	0
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NA	Nil
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	NA
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
International Blood Donation Day	Youth Red Cross	5	50
Worlds Aids Day	Youth Red Cross	5	60
Webiner on Kargil Vijay Diwas	NCC	2	50
Van Mohastava Week	NCC	2	50
Plogging by NCC	NCC	2	50
Cleanliness Drive	NCC	2	50
Plantation Drive	NCC	2	50
Poster Making And Slogan Writing Competition	NCC	2	50

Yoga Day Celebtration	NCC	2	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	0	NA	Nil
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Red Cross	State Red Cross Society	Awareness Programme on Aids	5	60
Red Cross	State Red Cross Society	Awareness Programme on Blood Donation	5	50
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	0	NA	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
356	207.76

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Nil	Nil	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6205	2171929	1502	1243818	7707	3415747
Reference Books	130	41270	27	15000	157	56270
e-Books	Nil	Nil	Nil	Nil	Nil	Nil

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	1	1	0	0	1	1	1	0

Added	0	0	0	0	0	0	0	0	0
Total	25	1	1	0	0	1	1	1	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50.84	41.17	36.52	35.37

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

The college follows a simple and transparent system of working which is completely distributed for the maintenance and utilization of physical, academic and support facilities. The college provides all the information to stakeholders associated well in time when required. Well channelized, decentralized and participative system is followed to maintain the physical facilities. The college takes all the decisions regarding development of infrastructure after consulting college advisory committee as well as college purchase and development committee. The development and maintenance of the college building is done by utilizing the funds and grants allocated by the Government. Regarding the maintenance of the academic activities, the Principal along with his team of teaching faculty supervises all the academic activities of the institution. The college has different departments and each department is headed by the senior most faculty member and every faculty member is assigned different academic duties in addition to teaching learning and evaluation. Different committees are being framed at the start of every academic session viz. discipline, college development, purchase, scholarship, library, grievance, admission, career counseling etc for the smooth conduct of academics and student development. Each committee is headed by a senior faculty member who is convener of the committee. These committees discuss the issues and grievances of the concerned stakeholders in the meetings held in presence of Principal. Afterwards, the minutes of the meeting of the decision taken and resolutions provided are recorded and maintained by the committee. These decisions which are taken by the committee are put forward during student teacher interaction, parent teacher meeting whenever held and accordingly feedback is also taken for the same. The committee constantly works on sorting out the problems of concerned stakeholders like students for overall development of the college. In order to maintain other support facilities, repair work is done from time to time by the hired professionals. The college has Wi-Fi support which helps teachers to access the e-resources from the college computer laboratory when required. In addition to that, college beautification committee works constantly for the maintenance of green spaces. In addition to that NSS and NCC volunteers of the college too participate in the maintenance of green campus. To maintain cleanliness and hygiene in the

college premises, sweepers regularly clean the classrooms, washrooms and corridors. The college has 04 laboratories and the upkeep and maintenance of these laboratories is done by the lab-incharge of respective departments. Further, the HODs of each department assess the requirement of stock and equipments in the respective laboratories periodically and necessary steps are taken in this regard. The college library is maintained by the librarian and the supporting staff. The stock verification of library books, stationery, sports equipments are done once in a year by the college library committee. Thereafter, the purchase of necessary stock is done by the college purchase committee from the local funds under the respective heads. The college administration intends to upgrade the college infrastructure, academic and support facilities from time to time every year.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Financial Aid	109	305000
Financial Support from Other Sources			
a) National	Social Welfare Scheme for SC/ST/OBC/EBC	300	2280000
b) International	NA	Nil	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Guidance for Competitive examinations (JUET entrance coaching)	Nil	Nil	NA

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Guidance for Competitive examinations (JUET entrance coaching)	Nil	Nil	Nil	Nil

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	Nil	Nil	Nil

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	52	BA,BSC,BCOM	ARTS,SCIEN CE, COMMERCE	University of Jammu	PG

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	10

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

Due to Pandemic, the elections for Student council were not held

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

500

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college believes in involvement of all the staff members in college committees so that all the administrative and academic activities can be carried out with utmost efficiency. To streamline the processes, the Principal of the college frame a list of all major committees with members from teaching faculty as well as non-teaching faculty contributing to their roles in the designated committees. Though Covid-19 pandemic affected the activities to be carried out in college campus in an adverse way, still the college tried its best to show the online presence by conducting a series of lectures/seminars/activities as per the curriculum. The college also conducted a number of lectures for the general well-being of the students. As our college belongs to rural area where students faced much problem initially due to internet but the students also need to be appreciated for their efforts to continue their education in online education paradigm.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	Due to Covid-19 pandemic and other disturbances, the college could not explore in this field.
Admission of Students	With Covid-19 restrictions in place, the college adopted online mode of admission. The notices related to admission were displayed on the college website from time to time. The notices were also shared among students using whatsapp groups by the teachers. The entire merit list for different streams was displayed on the college website on timely basis.
Research and Development	The institution promotes the

	participation of staff members in National and International Conferences to present their research work.
Curriculum Development	BoS meetings are held by the affiliating University of Jammu on periodic basis for each subject. In these meetings, the syllabus is updated as per the current trends and demands. The aim of these meetings is to knowledge of students in a particular domain.
Human Resource Management	The Principal in exercise to her administrative powers framed different committees like Advisory, Purchase, IQAC, NAAC so that all the academic and administrative and academic matters can be handled in an efficient manner. Each department is headed by the senior most member of the department. The non-teaching staff handles the matters related to administrative work.
Library, ICT and Physical Infrastructure / Instrumentation	The College is continuously upgrading the quality and quantity of books available to students in the library. Two smart classrooms are operational in college. The college has also installed Smart Interactive Panels in various departments to provide better learning environment to the students.
Examination and Evaluation	Every student of the college is required to appear in Internal Assessment test, practical tests(both internal and external) and semester end examination in addition to attending atleast 75 of classes.
Teaching and Learning	Before the emergence of Covid-19, the traditional teaching-learning method was prevalent in the college. But Covid-19 took the teaching-learning to a new domain where the whole process of teaching-learning was shifted to online mode. The teaching faculty explored various online platforms available through the use of Internet. Platforms like Google classroom, Wiseapp, Zoom, and Whatsapp were used by teaching faculty to restructure their teaching process.

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

E-governance area	Details
Administration	Various whatsapp groups for teaching faculty, non-teaching staff and students were used for proper dissemination of information and

	instructions. Departmental notices, syllabus, Time-Table, University Notifications, etc were all circulated using these groups. The problems of the students are also discussed and handled using these whatsapp groups.
Finance and Accounts	The e-governance has been implemented in Accounts section. Majority of the items are purchased through GeM portal. All the payments are done in cashless manner.
Student Admission and Support	Student admission is done by the college in online mode. At the time of admission, link for admission is made available on college website. Information related to course fee of different courses and last date of admission is also displayed on college portal. Merit lists for all the streams is also displayed on college website from time to time.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
General Orientation Programme	2	02/07/2019	22/07/2019	21
Two week FDP	1	10/02/2020	25/02/2020	14

on Recent Advance in Research Methodology				
Productivity Enhancement Programme organized by Jammu Kashmir Higher Education Department under the Employment skill enhancement Scheme	1	03/02/2020	08/02/2020	06
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Wifi facility, Medical Health Insurance, Permission to pursue higher education, Staff members are encouraged to participate in Workshops/ Symposium/Conferences etc. and also allowed to attend the Refresher course/Orientation course as required by staff for the placement in higher scale/grade as per the UGC guidelines	As per the JKUT Govt. rules, the college gives various allowances to its employees, Education allowance is given to all the employees having Children studying at school level.	Scholarships and Remedial coaching classes for minority classes, Financial aid to the economically weaker section students

6.4 – Financial Management and Resource Mobilization

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

<p>Internal Audit : Verification of the store stock is done on yearly basis. External Audit : The audit of the accounts, purchases and other expenditures done by the college is conducted by the Office of the Accountant General, Government of India, Jammu.</p>

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University of Jammu, Jammu	Yes	Internal Examination Committee
Administrative	Yes	AG office, Jammu	Yes	verification committees

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

Principal is accessible to the Parents for any discussion and feedback. The parents of the new entrants are invited for interaction with the Principal and faculty members. Help desk is created during Covid pandemic time for interaction with the students facing any problem. It's mandatory for students seeking admission to be accompanied by parents/guardians. Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girl students in the college. Presently, the female students constitute about 70 percent of the total students.

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

The support staff is encouraged to attend workshops and training program conducted by competent authority outside the College.

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

1. Construction of academic block: The construction work of academic block is in progress which includes 3 classrooms, 2 laboratories, 1 girls common room with all attached bathrooms. It is expected to complete by March 2021. The approximated cost of the project is 356 lakhs. 2. Establishment of more smart class rooms: In addition to one smart class room, two more smart class rooms will be operational in the coming academic session. All the faculty members of the college will use these smart classrooms for teaching students. 3. Upgradation of departments cum labs: Every department of the college has been provided a desktop computer with 3 in 1 printer. Moreover, the required apparatus and chemicals are purchased for each department from the available grant.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Celebration	26/11/2019	26/11/2019	26/11/2019	250

2019	1	1	22/04/2019	1	Celebrated Earth Day	Biodiversity for the survival of human race	80
2019	1	1	03/06/2019	28	Conduct of IGNOU June T2 Exam 2019	Seating Arrangement and Supervisory Staff	450
2019	1	1	01/12/2019	26	Conduct of IGNOU Dec T2 Exam 2019	Seating Arrangement and Supervisory Staff	400
2019	1	20	10/06/2019	20	Swachh Bharat Internship Programme	Cleanliness Drives viz Wall paintings, awareness, Nukkad Nataks etc	130

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

Title	Date of publication	Follow up(max 100 words)
Civil services Rules as state Government	31/05/2018	The employees (Teaching, NonTeaching) are required to follow the CSR rules of Jammu and Kashmir State for service conduct as well as conduct rules notified from time to time from the state Government/Administrative Department. For more details visit links: www.gdcakhnoor.com/naac/SRO51.pdf www.gdcakhnoor.com/naac/SRO243.pdf , www.gdcakhnoor.com/naac/SRO284.pdf www.gdcakhnoor.com/naac/SRO294.pdf
University Statutes	01/01/2018	The rules for notification of Admission, submission of award rolls, conduct of examinations and declaration of results are provided through the

		<p>statutes of the affiliating university (University of Jammu, Jammu). www.gdcakhnoor.com/ugstatutes.pdf</p>
<p>Prospectus/E-Brochure</p>	<p>10/06/2019</p>	<p>College Handbook The institution attaches top most priority to the discipline, which is a basic requisite for conducive academic atmosphere. Besides the members of College Discipline Committee, members of teaching and non-teaching staff closely monitor the behavior of college inmates. The students are advised to adhere to following rules during their stay in the institution:</p> <ul style="list-style-type: none"> • Ragging is strictly prohibited and any student indulging in this unlawful activity will have to face cancellation of his/her admission from the institution. • Only the students possessing a valid Identity Card of the institution are allowed inside the campus. • Students should present their selves in a formal attire while attending the institution. • Students getting private vehicles should register their vehicle numbers with the institution. • Smoking or carrying toxic substances shall invite a strict disciplinary action. • No student is allowed to take law in his own hand. In case any student has a grievance, this should be addressed to in charge of the grievance cell or the Head of the institution. • The rules for examination are provided through the handbook of examination rules of the affiliating university. h

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of constitution Day	26/11/2019	26/11/2019	200
Celebration of 550th Prakash Utsav of Guru Nanak Dev Ji	06/11/2019	14/11/2019	500
Celebration of NSS Foundation Day	24/09/2019	24/11/2019	200
Swachh Bharat Internship Programme	10/06/2019	29/06/2019	1000

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

In the first week of July 2019, GDC Akhnoor celebrated week long Van Mahotsav Week week in the institution in which the NCC cadets planted saplings in the college Campus. The purpose week long plantation drive in the College campus was to make campus eco-friendly and pollution free.

In October 2019, GDC Akhnoor conducted Plogging. Plogging was done in the college campus by the NCC SW Cadets in collaboration with the NCC SD Cadets, NSS Volunteers and NYC Volunteers of JK State. The purpose of this event was to keep indoor and outdoor clean and make our health fit.

A Cleanliness Drive was conducted by EBSB (Ek Bharat Shreshtha Barat.) on 25-01-2020 in the college campus. About 70 students participated in the drive A drive to maintain high standards of cleanliness in College. Aims to promote and raise awareness among students on the importance of cleanliness in our homes, workplace, roads and public places.

A Cleanliness Drive on "Say No to Single Use Plastic" was conducted by EBSB on 28-01-2020. About 50 students participated in the drive. Aims of drive waste avoid the consumption of the plastic in our day to day life and to create awareness among the students about the adverse effects of the plastic on our natural habitat as well as many living organisms.

NSS Unit of GDC Akhnoor organized 10 days winter camp w.e.f. 06-02-2020 to 19-02-2020. The NSS Volunteers along with NSS programme officer Dr. Suresh Sharma of the college performed various activities which include beautification of the college campus, wall painting, No single use of Plastic Abhiyan, white wash, slogan writing especially the entrance. gate of the college was given a new shape by the volunteers which was praised by everyone. The valedictory function was organized on 19-02-2020. The Vice Principal of the college Prof. Ravi was the chief guest on the occasion and highlighted the importance of such campus for the students and stressed upon them to work for the prosperity and the growth of nation. Senior NSS Volunteer Neha Sharma read the schedule of activities performed during 10 days camp. Dr. Suresh Sharma NSS programme Officer also praised the volunteers and motivated them to perform the same social service for better nation.

In August 2019 NCC Cadets of GDC Akhnoor under supervision of College Principal

Prof. Kuldeep Raj Sharma started the week long plantation drive in the College campus to make campus eco-friendly About 100 NCC Cadets Boys and Girls participated in the Drive.

NCC cadets (Boys and Girls) of the institution participated in Cleanliness drive in the Campus during the 1st week of October 2019 on the eve of Gandhi Jayanti to make campus eco-friendly. 100 NCC Cadets (Boys and Girls) and 100 students of the college participated in the Drive.

On 10 June, 2019 Principal of GDC AKHNOOR Professor Kuldeep Raj Sharma inaugurated .Swachh Bharat Summer intership (SBSI) Camp from 10/6/2019 to 31/6/2019 under the Ministry of Jal Shakti in association with the Ministry of youth Affairs and Sports , and HQ NCC. About 50 Voluntreers of NSS , NCC and faculty members of the College and locals participated . On this occasion , Principal of College emphasized that such type of programmes aware the peoples about various schemes on Swachhta run by Govt. To keep the surroundings neat and clean . Under this programme , NSS Voluntreers adopted five villages viz. Bomal , Pangiari , Kodewala , KotGarhi , and Thathi of Akhnoor Block to make Swachh Bharat mission as National Mission .

NSS Unit GDC AKHNOOR witnessed a week long Gandhi Jayanti celebration w.e.f 26-09-2019 to 03-10-2019. A series of event like Slogan writing , symposium, rally , cleanliness drive on the theme . ``Single use of Plastic `` were organised during this week. The celebration began with the traditional light lampening by the worthy Principal of College Dr. S.P Saraswat . He conveyed to the students to follow the path of righteousness and ideas laid down by Mahatma Gandhi . Neha Sharma a NSS Volunteer made a speech on ``Truth Non Violence ``. The whole programme was co-ordinated by NSS Programme Officer Dr.Suresh Sharma. Cleanliness drive on ``Single use of Plastics`` was made in which the NSS Volunteers made everyone aware of the ill effects of plastics on our planet Earth. The Volunteers with the vision of Plastic free Environment ran the cleanliness drive and made the College free of plastic in order to maintain the beautification of College.

NSS UNIT OF GDC AKHNOOR organised one day Swachhta Abhiyan in the college campus on 08-Nov-2019 on the eve of celebration of 550th Prakash Utsav of Guru Nank Dev ji. About 100 volunteers of NSS and staff of the college participated in the Swachhta Abhiyan.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Upgradation of Infrastructure: The Govt. Degree College, started its functioning from Govt. Girls Middle School with 2-3 Rooms in 2005 with arts stream. The college own campus was constructed in 2008 with proper 10 class rooms, 5 laboratory, a library, a office ,multiple bathrooms complexes separate for staff, boys and girls students in. The campus has wide government land of about 350 kanals. Now a sport infrastructure (Cricket Ground, Volley Ball, Base ball, hand ball etc) of Rs. 1.73 crore is being constructed by Sports Council of the JK state and is about to complete in the campus to promote sports activities in campus. A new Academic Block of Rs. 3.56 Crore is under construction to meet the addition requirements of class rooms and Labs. The construction work of OBC Hostel of estimated cost of Rs. 4.0 Cr has also started by Social welfare Department of the state in the Campus. 2. ICT Based Education: To enhance the comprehension level of students and to update them with modern Teaching gadgets the college has provided most of the Departments, NSS and NCC officers Library, with teaching aids like desktops, portable PA system, laser printers, visualizers and allied ICT gadgets for effective and optimum use in class rooms . The two class rooms have been fully equipped with ICT enabled tools with power backup. Three portable all in one projectors have been purchased for other class rooms. The three tier teaching activity concept

like chalk and talk, PPT and video animation is being encouraged. The college has planned to convert all the traditional class rooms into ICT enabled class Rooms. The college has also registered for inflib.net a digital library to provided digital contents anywhere in 24 hours. <http://www.gdcakhnoor.com/>

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

<https://gdcakhnoor.com/naac/bestpractices201920.pdf>

7.3 – Institutional Distinctiveness

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

Being a co-educational college of district Jammu of JK state, it caters the needs of a huge catchment area and that too from remote and border belt areas. Most of the students come from educationally and economically backward sections of the society who live at disparity with the mainstream. Therefore it's our prime duty and distinctive quality of the institution to be a premier resource and learning center in increasing access to higher education for the students specially women of these areas. In doing so, we will be able to minimize the disparity and therefore rendering an inclusive character to the society through education. To impart education inclusively is one of the distinctive feature and priority of our institution. Working on this vision, this institution giving 5 percent extra marks for the students coming from SC, ST, OBC and socially and educationally backward classes to prioritize them in merit list during the admission every year. The college has been giving scholarships to hundreds of students from state and central government to weaker and needy students. Additionally, we also have financial aid for needy students which help them to meet educational expenses which facilitate them to avail higher education in a better way. Further, as an institution we have started skill/vocational courses which can create employment for the students. Especially the courses related to Computer Technology and Accounts or any other course which has reasonable potential of employment generation in the society specifically in rural area. The college has planned to start Mushroom cultivation and Bee keeping as skill course in future.

Provide the weblink of the institution

<https://gdcakhnoor.com/naac/distinct201920.pdf>

8.Future Plans of Actions for Next Academic Year

To create a wide-spread educational network seeking mass participation in education. To provide quality education to socially and economically backward classes Certificate courses in vocational programmes will be introduced. To increase the use of modern and innovative teaching aids for effective teaching and learning process and up gradation of traditional classrooms to smart classrooms. To organize the Workshop/seminars for students on skill development programme. To promote sports activities in the campus. To install high speed Broadband internet preferably optical fibre service in campus.