YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	GDC Akhnoor
• Name of the Head of the institution	Prof. Romilla Malla
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01924213837
• Mobile No:	9419203086
• Registered e-mail	principalgdcakhnoor@gmail.com
• Alternate e-mail	surinderparihar17@gmail.com
• Address	Vill. Palwan P/O and Tehsil Akhnoor
• City/Town	Akhnoor
• State/UT	J&K
• Pin Code	181201
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Jammu University**
• Name of the IQAC Coordinator	**Dr. Anil Kumar**
• Phone No.	**01924213837**
• Alternate phone No.	**7006015625**
• Mobile	**7006015625**
• IQAC e-mail address	**iqacakhnoor@gmail.com**
• Alternate e-mail address	**aneilverma@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://gdcakhnoor.com/naac/aqargdcakhnoor1920.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.gdcakhnoor.com/naac/eventcalendar1920.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.87**	**2019**	**28/03/2019**	**28/03/2024**

6.Date of Establishment of IQAC	**01/01/2010**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salary and arrears	Department of Higher Education	2021-22	56326000
Institution	Machinery and Equipments	Department of Higher Education	2021-22	1250000
Institution	Material and Supply	Department of Higher Education	2021-22	1125000
Institution	Books and Periodicals	Department of Higher Education	2021-22	1100000
Institution	Electricity	Department of Higher Education	2021-22	1300000
Institution	Seminar and Conferences	Department of Higher Education	2021-22	125000
Institution	Office Equipments	Department of Higher Education	2021-22	360000
Institution	Office Expensive	Department of Higher Education	2021-22	420000
Institution	Works	Department of Higher Education	2021-22	1000000
Institution	Maintenance and Repair	Department of Higher Education	2021-22	40000

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	[View File]()	

9.No. of IQAC meetings held during the year	02	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

The IQAC cell of the college extended full support and cooperation in the automation of the college library. The IQAC Cell of the College facilitated procurement and installation of CCTV camera. The IQAC took initiative to repair, renovate and face lifting of the existing infrastructure.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Library automation	The work is in progress.
Participation of students in sports activities	The physical Education Deptt. Of the college makes the students to participate in sports activities in and out of the college.
To establish Browsing centre	The procurement of materials for establishment of browsing centre in completed.
Procurement of materials/equipments	Computers, furniture, laboratory equipments and Other material was purchased for conducive teaching learning in the College.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	20/01/2023

15.Multidisciplinary / interdisciplinary

A Multidisciplinary/Interdisciplinary approach to education will have far reaching benefits to students, especially with provided flexibility to choose subjects from science, humanities, fine arts, sports etc without restrictions that were faced earlier. In this regard, the Higher Education Department, Jammu and Kashmir has already framed committees with affiliated universities of the UT for the academic session 2022-23, according to the New Education Policy which is even more flexible than the current Chioce Based Credit System. The Multidisciplinary/Interdisciplinary courses sre ready for implimation from the next session.

16.Academic bank of credits (ABC):

One of the provisions of the National Education Policy-2020 (NEP-2020) is the introduction of the Academic Bank of Credits (ABC). ABC will allow students of undergraduate and post graduate degree courses to exit the course and enter within a stipulated period. Academic Bank of Credits shall deposit credits awarded by Registered Higher Education Institutions, for courses pursued therein, in
the Academic Bank Account of the students and the validity of such credits shall be as per norms and guidelines issued by the commission from time to time. Academic Bank of Credits shall provide to every student the facility to open unique or individual Academic Bank Account in digital form and the account holder shall be provided with a unique IDand access to the Standard Operating Procedure (SOP). The facility of ABC will be provided to the students to be admitted in the first year for the session 2022-23 after the implementation of NEP-2020.

17.Skill development:

Department of Higher Education UT of J&K has issued guidelines for implementation of Skill Enhancement Programmes in Govt. Degree Colleges of UT of J&K vide Govt. Order No. 343-JK(HE) of 2021 dated 10-12-2021.

The Skill Courses shall be so chosen that the requisite course curriculum should be in line with NSQF prescribed modules for the said course. The selection of course will be done keeping in view the Hub and Scope Model created for Higher Education Institutions, vide Circular No. 05 JK(HE) of 2020 dated 09-09-2020.

The College is running the following skill courses: 1. Guidance and Counseling 2. Solid Waste Management 3. Bharat Shikshan 4. Basic Elements of Jyotisha 5. Translarion Dogri 6. Philosophical Tools and Techniques 7. Logic and Sets 8. Entrepreneurship From Small Business

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

India is a treasure trove of culture, development over thousands of years and manifest in the form of arts, works of literature, customs, traditions, linguistic expressions, artefacts, heritage sites, and more. The cultural and natural wealth of India makes it truly
"Incredible India". As per the syllabi prescribed by the affiliating University, the college offers Modern Indian Languages like Hindi and Dogri to all the students as one of the core subjects/AECC/Skill courses. Sanskrit is also a core course in the college. The college also organizes different activities under "Ek Bharat Shreshat Bharat" to showcase Indian Culture.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-based education is a system where all the parts and aspects of education are focused on the outcomes of the course. The students take up courses with a certain goal of developing skills or gaining knowledge and they have to complete the goal by end of the course. The curriculum for NEP-2020 is to be designed by the affiliating university i.e. University of Jammu through BOS of different subjects involving HODs of the different subjects. The curriculum will be outcome based. The courses chosen by the students will be student centric and based on set of goals (Outcomes). Throughout the educational experience, all students will be able to achieve their

goals. It will focus on measuring student performance through outcomes. The OBE model aims to maximize student learning outcomes by developing their knowledge & skills.

20.Distance education/online education:

The NEP 2020 has a special focus on online education programmes/Online courses. The permission for starting these courses will be provided by the affiliating Universities/HED. The college has digitalized some of the class rooms by providing interactive panels and internet connectivity. The college has also set-up a Browsing Centre to access the different online courses through SWAYAM. The college is already registered under N-LIST. It will be definitely helpful in increasing the Gross Enrollment Ratio (GER). The college has also organized programmes/ Webinars on New Education Policy 2020 (NEP-2020) and is ready to implement it from the upcoming session.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**181**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2667**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1092**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	556

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	29

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	34

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	12

4.2 Total expenditure excluding salary during the year (INR in lakhs)	22.18

4.3 Total number of computers on campus for academic purposes	50

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

GDC Akhnoor abides by the curriculum designed and prescribed by the

University of Jammu, to which it is affiliated. The members of the college faculty engage in the designing of the said curriculum through the respective Boards of Studies meetings called by the University. The curriculum is made operational keeping in mind the requirements and resources of the College.

The College offers a wide range of Skill Enhancement, Discipline Specific Elective and Generic Elective Courses in keeping with CBCS. The courses are offered keeping in sight the student interest, college infrastructure,job prospects, further studies etc. A Counseling Committee is set upwhich helps the students with various issues related to admission process. After admissions, workload for each subject is calculated and accordingly demand for teachers on academic arrangement is presented to the higher authorities if required.

The college encourages the teachers to use its ICT facilities to aid in teaching which have been made available in the form of five smart boards in classrooms in addition to the separate smart classroom equipped with appropriate projectors, computerized podium and smart screen. Apart from regular class work, different activities like guest lectures, field trips, seminars, workshops etc. are regularly organized.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institute is affiliated to University of Jammu and implements the curriculum prepared by the Board of Studies of the University of Jammu. The institute has developed a structured and documented process for implementing the curriculum. It is as follows:

• Before the commencement of the semester, the faculty members prepare an academic calendar based on the calendar prepared by the affiliating University. To this effect, the college examination committee finalizes the dates for internal examinations, and the departments as well as interdepartmental committees like the cultural committee, the red ribbon club, NSS, NCC etc plan other co-curricular and extra-curricular activities.

- **The time table committee prepares the timetable for all classes keeping in mind the student strength in each class and the infrastructure available; and, the various heads of departments design a course plan for the semester and distribute the finalized copy of the syllabus.**

- **Faculty members revise the objectives of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure achievement of the course objective. Faculty members also prepare assignments in advance. They also prepare a question bank of their courses. Resources like relevant websites and e-resources are made available for advanced learners**

- **IQAC periodically monitors the coverage of syllabus, quality of question papers and assignments, preparation of answer schemes, progress of the lab sessions, etc.**

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

GDC Akhnoor places great importance on promoting a value based education. Two compulsory courses on Environmental Science in the first two semesters educate the students about environment damage, climate change, and the ways to reverse this trend. The college offers an optional skill course on 'Solid waste management' and regularly organizes plantation drives. Under 'Swachh Bharat Abhiyan' the college has adopted five nearby villages for carrying out 100 hours activities on cleanliness and sanitation by NSS volunteers. Apart from a core course in Indian Philosophy, a course on 'Ethics and its Applications' (Philosophy) is offered in fifth semester which deals with topics like capital punishment, euthanasia, patriarchy, animal rights and rights of future generations. A series of events are held frequently to promote the Gandhian values like truth and non-violence. Anti-Ragging cell, Grievance Redressal Cell, Caste Based Discrimination Cell etc. are active in the college. Gender Sensitization is encouraged in classrooms and spread through various organized events and lectures to make students aware about the problems associated with gender inequality and the remedial measures which can ensure a safe and dignified environment for members of all genders. International women's day is celebrated every year in the college.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

NIL

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

00

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://gdcakhnoor.com/naac/sfeedback22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1130

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1092

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The College assesses the learning levels of the students at the time of the commencement of the session. Orientation cum counselling of the new entrants is done to introduce about teaching learning and evaluation program, examination mode, benefits of NCC, sports and

other cultural activities. Students are segregated as slow and advanced learners on the basis of learning ability, previous class marks, performance in internal assessment and daily performance in class. For slow learners, online remedial classes and problem solving sessions are organized through wise app, Google meet etc. due to COVID-19 pandemic. Additional learning material shared by teachers through online resources. They are encouraged to participate in sports, virtual meetings and inter- college competitions to promote interactions with other students. Advanced learners are encouraged to participate in national and international Seminars, Quiz competitions, debates etc. They are chosen as CRs and cultural coordinators with the aim to inculcate the leadership qualities and are also given attention to enable them to secure top positions at university level. In case, the poor performance in the class is due to absenteeism, the shortage is notified through Google classrooms, wise app etc. To cope up the shortage, extra classes are arranged for such students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2667	44

File Description	Documents
Any additional information	[View File](#)

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

The College focuses on imparting education through student centric approach, besides traditional teaching methods. The college practices new innovative teaching techniques like ICT enabled infrastructure, OHP, Smart Classrooms etc. to enhance learning experience in student centric approach. During the COVID-19 Pandemic, the College has adopted online teaching tools like Google meet, wise app, Google forms and Google classroom etc. for online

teaching. During Online classes, students are allotted exercises and assignments on different topics in terms of presentations to enhance the learning outcomes. The participative learning is encouraged through various activities like online quiz, group discussion, presentations, webinars, and conferences, etc. to put students at the centre of the online teaching and learning process. Experimental learning is promoted by analysis of experiments during Practical classes. Challenging problems are assigned to students to solve to enhance problem solving ability. Apart from these, the college also promotes Activity based learning through various activities, like quizzes, debates, games etc. Ability Enhancement, Generic and Skill Enhancement courses are offered to students along with their main course. Final year students are guided regarding various career oriented courses, competitive examinations and jobs they can opt after graduation.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The College adopts ICT enabled tools besides traditional Classroom education. The faculty members of the College use ICT enabled tools with traditional mode of instruction including online resources for effective teaching-learning process. To enhance the quality of Teaching- learning, the faculty members also make an effort to use blended learning that aims to combine the strengths of both traditional and online learning methods.

Teachers often make use of multimedia teaching aids like projectors, interactive panels and smart class rooms to make teaching learning more effective, interesting and technology oriented. The labs are ICT enabled with projectors and smart boards installed and are enabled with good speed Wi-Fi connection. The course material is also shared to students through mail, PDFs, PPTs, video lectures etc.

To improve the effectiveness of the Online Teaching-learning process, Tools like Wise app, Google meet, Google classroom and

Google forms are used to manage and post course related information like learning material, quizzes, Assignments, attendance and evaluations etc. Online quizzes are conducted to record the feedback of the students. Faculty members and some students of the college are registered on NDL e-library to access e-resources online.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

44

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<u>View File</u>

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

119

File Description	Documents
Any additional information	<u>View File</u>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution ensures that all students are aware of the evaluation process through the college prospectus which is updated annually. During the orientation programme, the newly admitted students are updated regarding rules and regulations of the affiliating university, examination and evaluation process at the commencement of the session.

Internal assessments for theory and practical will be conducted by the college as per the University's rules. Centralised date-sheet of online internal assessment is notified through wise app, Google classroom and also conveyed to the students by their teachers in their respective classes in advance.

For transparent and robust for internal assessment, Quality of question papers are checked and final question paper is approved by Internal Examination Committee. In order to ensure transparency in internal assessment, after conducting the online assessment, marks are also displayed to students.

The students who could not appear in the test due to some unavoidable circumstances, there is provision of retest for them and also for weaker students for improvement. The result of the internal assessment is verified by internal assessment committee of the college and then by the inspection committee framed by the University of Jammu. A proper record of the internal assessment is maintained.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

A transparent, time-bound and efficient method is being followed in the college to deal with internal examination related grievances. Due to COVID-19 pandemic, the internal examinations conducted through online and offline mode during the session 2021-22. An internal College examination committee has constituted for smooth conduction of online examination. The online internal examination conducted by the college through Google forms, wise app etc. as per the directions of University of Jammu. In case the students have any grievances regarding examination process, they are helped by the College examination committee. After the end semester examination, the answer scripts are evaluated and final result is declared. If student has any grievances related to evaluation of answer scripts, there is an option of re-evaluation within 15 days of the declaration of the result. Students are provided guidance by the internal College examination committee regarding the processes of re-evaluation. For errors like mark sheet reflecting student as absent, result withheld, result later on due to typographical mistakes or any other reason, the internal assessment committee sends the duly certified required records to the University for the Necessary

Action and favour of the student.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The programmes and courses offered by the institution are given in prospectus which is uploaded on the college website. The programmes offered by the institution are Bachelor of Sciences (B.Sc.) Bachelor of Arts (B.A) and Bachelor of Commerce (B. Com.). Through regular meetings of Principal, teacher are acquainted about the stated Program and course outcomes and also guided for effective implementation.

Personal counselling of the student is done as per the need of the students. The Course Outcomes are communicated to the students by the respective faculty members. Learning Outcomes of the Programs and Courses are observed and measured periodically. After the completion of three years course in respective programmes, the student attains comprehensive knowledge and skill about the course contents which enables the student to feel equipped and competent to seek jobs or pursue further studies.

The programs offered by the college help the students to meet the technological advancement of the contemporary competitive world and to get better career opportunities. They are trained to be good citizens, socially conscious, morally upright, have genuine concern for human values so that they will follow personal and professional ethics to promote peace and love in the community.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The College has adopted outcome based education mechanism to ensure the attainment of course outcome and program outcomes. The complete and comprehensive evaluation of students is done by taking the data of students' performance from the faculty in the end of each academic session. The course outcomes are evaluated based on the results of the internal assessment tests, home assignments, practical tests and University examinations.

In practical, 50% marks are attributed to internal test conducted by the college and 50% to the external examination. For external practical assessment, the examiner appointed by the affiliated university conducts the examination. Theory examination conducted by university accounts for 80% of marks while 20% marks are allotted to internal assessment test conducted by the college.

Due to COVID-19 pandemic, Internal assessment and end semester examinations are conducted online and offline mode by the college as per guidelines issued by University of Jammu during the session 2021-22. End semester exams of 6th semester were conducted through online mode by University of Jammu. The marks of the internal assessment test are displayed to students. The institute provides opportunity to all the students for improving their performance which in turn results in better attainment of course outcome.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

395

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://gdcakhnoor.com/naac/sssurvey22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

01

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

On 1-sep- 2021 to 5-sep-21 NSS organized Awareness camp in adopted villages to encourage people about different types of minerals,proteins and nutrients present in food.

On10th Oct. 2021 NSS Organized Awareness camp in adopted villages to aware people about recycling of plastic

On 25th Oct. 2021 NSS unit of GDC AKHNOOR organised a camp in collaboration with NYK inadopted villages to collect waste and used plastic.

On 7th December 2021 NSS UNIT OF GDC AKHNOOR cleaned the Jia pota ghat at akhnoor . About 35 volunteer participated in this drive by picking up plastic items like wrappers , plastic bottles and polythene ,etc. On 10th December 2021 NSS unit organized Winter clothing donation drive in which college staff members and students donate wollen clothes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

04

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

200

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College was established in the year 2005 and started functioning from Govt. Middle School Akhnoor with 117 students. It was shifted to the present building in the year 2007 at village Palwan on Akhnoor Kaleeth road about 6 Kms from Akhnoor town. During the past 15 years, the students have increased manifold and have crossed more than two thousand in 2020. The college building is well structured with an open area of 340 kanals. At present there are 9 classrooms, 2 additional rooms being used as classrooms and one fabricated women study room. There is a smart classroom which is equipped with modern technological facilities and is used frequently by teachers and students. There are five laboratories in the college campus, one each in Physics, Chemistry, Botany, Zoology and Computers. Each laboratory is well equipped with tools, chemicals and other necessary equipment as per requirement. IGNOU center has been set up in the college campus to facilitate the community for open learning. One more academic block having 06 classrooms, one multipurpose hall with seating capacity of 500 students/people, 05 laboratories, 2 HOD/staffrooms and few toilet rooms has been constructed but not yet handed over.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college has adequate space for sports and cultural activities. There is a big playground in front of the college complex. To promote various games and sports in Akhnoor town, the J&K Sports Council has approved the construction of basketball court of 28.66m x 15.24m size, kho-kho ground of 29m x16 m size, handball court of 18m x 9m size, volleyball court of 40m x 20m size, cricket/football ground, sitting tiers (3 No.) around the cricket stadium and a VIP Pavilion in the college playground. The college has sufficient stock of sports equipments which is provided to the students for practice and participation in different sports activities. The college provides additional equipment as and when required by the students by updating themselves through interactions with students. The college students, NCC cadets and NSS students also participate

actively in various cultural activities and national festivals like Gandhi Jayanti, Independence day, Republic day etc. Moreover, students also participate with great enthusiasm every year in "Display your Talent" competition organized by Department of Student welfare, University of Jammu and have won various accolades for the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

10

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

6.69

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Our library is partially automated using integrated library management software, e-granthalaya. E-Granthalaya 4.0 (eG4) is an e-library management software from NIC, Cloud Ready application and provides a web based data entry solution to the libraries and information centres. Electronic set up is going to completed soon. Internet connectivity is available and every effort is being made to develop a fully fledged set up with automation of all data as soon as possible. The e-Granthalaya servies at http://eg4.nic.in/govcollege/link on NIC cloud from NIC/NICSI shall be provided for the period of five years from 09/2022-09/2027.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

2.91

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

18

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT facilities strengthen the teaching and learning process. The college has a well maintained computer lab with 25 computers in working condition providing IT facility to the teaching, nonteaching faculty and students of college. The college has introduced BSNL Wi-Fi facility from March 2021, which covers the entire college building. Earlier the college was using JIO WIFI and WIMAX WIFI. The up gradation in the computer lab is done by replacing the old systems with new ones or old systems are upgraded with latest configuration whichever is possible. The college purchase new systems with latest technology according to the requirement. Outside technicians are hired for maintenance and up-gradation of computer. The college has sufficient infrastructure i.e. computers, printers, scanners and LCD Projectors which the staff can utilize any time to prepare their course material/ lectures. The college has Smart

Classroom with multimedia facility where students/ teachers can deliver presentations/ lectures. It also makes the students skilled for the new digital world and competence that are needed for training, self-development and employment. The institution has upgraded the IT infrastructure by adding up the new and latest software and hardware technologies.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

6.69

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Government Degree College Akhnoor follows a fair mechanism for the maintenance and utilization of all physical, academic and support facilities which are well communicated among stakeholders There are five laboratories in the college campus, one each in Physics, Chemistry, Botany, Zoology and Computers which creates and strengthens an environment for effective teaching and learning. The college library has a vast collection of more than 9000 books related to various subjects. The college has a library committee which looks after the proper functioning of the library and allocation of funds for the purchase of new books. The students as well as faculty members are registered with NDL e- library where they can access the journals, articles and research papers. The college has a vast sports complex under construction. In addition, there is a facility for table-tennis and other indoor games like chess and carom. Besides academic activities, students also participate in extra curriculum activities. The college students, NCC cadets and NSS students also participate actively in various cultural activities and National festivals. The college administration intends to upgrade its standard every year to cater the needs of the current generation of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

588

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	**No File Uploaded**

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

95

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

10

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

10

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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

leadership skills besides excelling in academics.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

10

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has its Alumni association in place but it has not been registered yet.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION – To transform lives of students by transforming and generating knowledge through innovations and ethical practices that will enable them to starve for greater excellence.

MISSION – To make GDC Akhnoor one of the pioneer institutions of higher education as well as developing wholesome personality of younger generations.

The vision and mission statement clearly signifies the prime objective of the college administration to work in strong commitment to the standards and guidelines of Department of Higher Education.

In spite of being located in rural area, the college administration and staff has set a clear goal to uplift the students of rural area by providing them best possible knowledge using the infrastructure, equipments, and laboratories at their disposal. The college wishes to generate self employment, positive attitude, sense of responsibility and initiative taking capabilities among the students. The emphasis is on providing quality education which will help them to raise their standard both economically as well as morally. The college is committed to provide quality education to the students and cater the socio-economic needs of students at various platforms to make them better citizens of India.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The administration believes in implementing its functions using the

decentralized approach involving the staff of the college (both academic and administrative). The staff plays important role in all decision related matters related to the college. The staff participates actively at different levels to streamline the flow of various developmental activities, cultural activities, sports activities, NCC/NSS activities, etc.

Periodic meetings of the Head's with the Principal are held to discuss various issues related to the students, staff and administration.

The various committees that are functioning presently as per decentralized and participative approach of administration are as follows:-

- Advisory Committee for Academic & Infrastructure Development
- Purchase/College Development Committee
- Discipline Committee
- Library Committee
- Cultural/Literary/Creative Activity Committee
- Career Counselling Committee
- Scholarship/Financial Aid Committee
- Grievances Redressal Committee
- Tour & Picnic Committee
- Internal Assessment Record Committee
- UGC Committee
- NAAC/IQAC Committee
- Anti Ragging Committee
- Red Ribbon Club
- Committee against Sexual Harassment
- College Beautification Committee
- College Canteen Committee
- Local Fund Committee
- Motor Vehicle Committee/College Bus
- Sports Committee
- PVC I-Card committee
- Examination Committee
- Time Table Committee
- Research Committee
- College Website Committee

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has enrolment of students in large number. Though the college has agood amount of land, but the college building is insufficient to meet the needs of the students. There was requirement of additional classrooms to accomodate students. As the first priority of college is students and their studies, Therefore, the college administration in its continuously meetings held on from time to time andunanimously resolved the issue of construction of new building for establishment of new additional block. For that the college administration has submitted and got approved its proposal for new block.

As per the location of the campus is concerned, it is being located in rural/ border area of Akhnoor town, so the students of this area are very much enthusiastic to join Indian Army. For that, the College Administration has encouraged the students to take part in number of sports and NCC activities. Therefore, College Development Committee has given proposal to State Govt. for establishment of well furnished and multiple sports block for strengthening the physical and mental morale of the students. Under the requirement of the time the state Govt. has accepted the college proposal and the construction of sports building is under process.

Meanwhile, the State Govt. has also given approval for establishment of girl's hostel in the college campus for the safety of girls students who come from very far flung area.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

1. Commissioner Secretary(IAS Officer appointed by State Govt.)

2. Director Colleges(Senior Principal appointed by State Govt.)

3. Principal of the College

3.1 a) Section Officer

3.1 b) Senior Assistant

3.1 c) Accountant

3.2 a) Convenor of various committees (Associate/Assistant Professors)

3.2 b) Members of various committees (Associate/Assistant Professors)

The college is governed by Department of Higher Education of State Govt.The head of the institution is Principal of the college who constitute various committees and cells for the smooth administration and management. All these cells and committees takes care of curricular and co-curricular activities of the college keeping in mind the quality aspects mentioned in the vision and mission statement of the college. These mainly include the committees like IQAC, Grievance Redressal Cell, Student Welfare committee, Anti-Ragging, Scholarship (SC, ST, EBC, SBC etc.). The employees of the institution are governed as per the service rules of the State Govt. The procedure of the recruitment and promotions of permanent staff teaching as well as non-teaching is done as per the State Govt. rules. However, depending upon the strength/workload of the college, staff on academic arrangement is appointed as per the State Govt. rules.

To solve the grievances/complaints received, the matter is discussed with the concerned committee members under the able guidance of the Principal and the necessary measures are taken to solve the issues in the shortest possible time.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

Following welfare measures are provided under department of Higher Education for teaching and non-teaching staff.

- **The college provides the necessary guarantee so that the staff can avail loan from the bank where the salary of the employee is credited.**
- **Summer and Winter vacations are availed by teaching and non-teaching staff as per the University rules.**
- **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.**
- **All teaching and non-teaching employees are covered under the J&K Mediclaim Insurance Policy.**
- **Maternity, Paternity, Childcare and Medical leaves are**

provided as per the University rules.
- **Committee against Sexual Harassment is working efficiently.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance for Teaching and Non-Teaching staff of the college is based on Annual Performance Report (APR) on the prescribed format of the State Government. The performance of the teaching staff is evaluated on various parameters like number of teaching hours, method used for teaching, mode of evaluation and participation in various co-curricular and extracurricular activities. Besides this

integrity, general intelligence, punctuality in the college, initiatives, creativity, resourcefulness and willingness to take responsibilities are the important parameters for performance appraisal of the teachers.

For the non teaching staff there is also appraisal system in the form Annual performance report which is based on the parameters like capacity and intelligence, honesty, acquaintance with rules and orders , Knowledge and skill in dealing with office matters, regularity , manners and powers of working with officers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college receives grants from State Government time to time and adopts necessary and sufficient measures for the mobilization of funds. The funds are received under various heads like RUSA, etc. It is the discretion of college principal to look where and how funds are to be utilized. Some funds are also collected from the students as a part of fee collected at the time of admission.

The funds received are thus utilized in recurring expenses like salary to staff, infrastructural development, academic activities, guest lectures, purchase of books, and other extra-curricular activities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

IQAC is one of the major policy making and implementing unit in our college. It strives hard for upgrading the college infrastructure and all support facilities to meet the standards of higher education and growing need of students. It assesses and suggests the parameters of quality education. The IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities:

   1. Annual Quality Assurance Report (AQAR)
   2. Performance Based Appraisal System (PBAS) for Career

Advancement Scheme (CAS)
3. **Stakeholder's feedback**
4. **Action Taken Reports**
5. **New Programmes as per National Missions and Govt. Policies**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 and recorded the incremental improvement in various activities

At the beginning of every session, Internal Quality Assurance Cell (IQAC) of the college conducts meeting under the able guidance of the Principal who is chairperson of IQAC with staff members of the college. IQAC discuss various aspects like teaching-learning process, structure, methodology, academic practices, curricular &co-curricular activities for the session. The committee then chalk out a planned structure in the form of Activity Calendar. The Academic cum Activity Calendar includes schedule of various activities like Admission process, celebration of National Days and festivals, Teachers day, sports activities, Academic tours, NCC and NSS registration etc.

The IQAC also conducts student's assessment of teachers of the institution and analysed the collected data on the basis of points obtained in different parameters of evaluation. The teaching learning process and other activities conducted in the institution are monitored by Principal of the college. IQAC also encourages to all the staff members to make use of LCD/ overhead projectors and other Audio Video aids in the classrooms for effective teaching learning process and also from time to time it organises various lectures and awareness programmes on advanced topics by the eminent academicians.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institute believes in gender equality and makes effort towards Gender sensitization.The college has committe, infrastructure, conduct programs to promote gender equity in the campus.The sensitivity towards the girl students at this institute is carried as follows:

1.Safety and security: Women Sexual Harrasmentcell is led by a senior, confident and caring female teaching member. It is a good and healthy sign of academic work place that no pronounced complaint has been lodged by any girl student with in the institution. Various moral and religious lectures from time to time and Celebration International Women day is regular feature of this college.

2.Counseling: The female teaching faculty in particular are advised to counsel girl students in class, parks, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually, as suits the situation. For personal hygiene awareness, medical lady doctors, gynecologist are often

invited to interact with students, where only female faculty members remain present.

3.Common Room: The college has a common room where first aid facility is provided at hand. The college provides basic medical aid, necessary for girl students. Medical aid is provided free of cost.

File Description	Documents
Annual gender sensitization action plan	https://gdcakhnoor.com/naac/gplan2122.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gdcakhnoor.com/naac/wcenter.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management: Thecollects collectssolid waste from every nook and corner of the campus on daily basis. Sufficientnumber of dustbins are installed to collect this waste. Most of the waste collected is biodegradable andnon-biodegradable waste is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the parks, play field after use of lawn mower and bush cutter is collected and dumped in a particular area. During the autumn season a large quantity of fallen dry leaves/grasses/bushesare collected and dumped to decompose for manure. Liquid waste: All the

liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage of the college. Zero percent leakage of waste water is ensured.

E- Waste management: The college has minimum e-waste from oudated computers, printers, UPS, Inverter Batteries.The e-waste from inverter batteries is soldback to vendors and rest of e-waste if any is disposed off by auction process to e-waste vendors..

Chemical and Radioactive Waste management: The chemical and radioactive used in the chemistry/physics lab are disposed off properly. by drainage system of the college,

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://gdcakhnoor.com/naac/gdcwaste.pdf
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**

5.landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The communal harmony, tolerance and brotherhood is prerequisite for country like india. Govt. Degree College Akhnoorprovides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Different sports and cultural activities organized inside the college to promote harmony towards each other. Commemorative days like Women's Day, Yoga Day, Constitution Day, Intergration day, Azadi ka Amrut Mahotsav, Ek Bharat Shrestha Bharat also celebrated to promote tolerance and harmony among students and staff.. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socio-economic and other diversities.This institution has developed the practice of organizing various programs on communal harmony, tolerance, mutual coexistence and brotherhood.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Regarding the sensitization of students and employees of the institution to the constitutional obligations: values, rights and

responsibilities of citizens, this institution has developed the practice of organizing various activities throughout the year. The documentary proof is attached with.

The regular awarenessactivities conducted includeSwachhata Abhiyan, Fitness activities, Yoga and games, tree plantation, blood donation awarenessdrives, celebration of traffic week, constitutional day, international women day, national integration day. It also includes circulation and displaying of orders/circulars regarding the duties and rights of citizens among students and staff.Variouscommittees likeGrievance Redressal Committees, RTI Committee, discipline committee ,anti ragging committee etc.had been framed for this purpose.

Being an academic institute our main focus in on sensitizing our students to become mature and responsible citizens of India. The college is also runningcourses in Political science, Sociology, philosophy values, rights and responsibilities of citizens. File Description Documents Details of activities that inculcate values; necessary to render students in to responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized | C. Any 2 of the above |

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

This institution has regularpractice of organizing various national and international commemorative days, festivals and events. Various programs in this connection are organized every year for the overall benefits of the students as whole. Documentary proof of the same are attached with. Activities during the year are

International Youth Day

Birth Anniversary of Gandhiji

Constitutional Day

National Voters Day.

Celebration of Dewali/Holi

National Unity Day

Independence Day

Constitution Day

International Youth Day

Birth Anniversary of Gandhiji

Constitutional Day

National Voters Day.

Celebration of Dewali/Holi

National Unity Day

Independence Day

This college organisesall the important national days, festivals, events irrespective of any bias towards caste, creed or religion. The students particpate in all above activities with full enthusiasm every year.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Practice - 01

Title of the scheme: Role of NSS for Community Services

Context:- The main motto of establishment of this organization in this college is to train the youngsters to serve the nation with enthusiasm and dedication. The volunteers perform various activities and provides service at various level from institution to society.

Objectives:- The main objective of this practice is to enhance the students understanding for the community in which live and work and also to identify the problems of the community and try their level best to play a constructive role in solving the same.

Evidence of success:- The NSS unit organized various services like awareness programmes, cleanliness Drive tours, community works etc. In the year under report

Practice:-02

Title of the practice:-Technology enabled teaching

Context:-The introduction of ICT in the realm of education unleashes

a myriad of possibility in the process of learning. Teachers can make use of different ICT tools like computers, laptops etc to make conceptual comprehension easier for students.

Objectives:-

To provide ICT enabled education to the students for higher level thinking and creativity.

Evidence of success:-

All the classrooms and Labs are fully equipped with ICT facility.

Link: https://gdcakhnoor.com/naac/bestpractices2122.pdf

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

IGNOU Study Center

This institution has geographical importance for the students and stakeholders living in far flung and border areas. The students of this place used to travel a distance of about 30Kms or more to o visit for distance education study centers. So this institution in collaboration with IGNOU Universityestablished a IGNOU study centre in the Campus for students who cannot continue their study in regular mode. This college has Study center for under graduate students. About 200-300 studentsregistered and re-registered every Januaryand July Session.The college is helping the students in their registration process, submission of internal assignmentand evaluation of assignment.The college is also providing infrastructure for conducting Personal Conduct Programs scheduled by the IGNOU University every year.

Moreover this institution is providing infrastructure and faculties(Center superintendent, Invigilators etc)on regular basis for conduct of Term End Examination of IGNOU University in which about 500 students appearsEvery Year.

So this college will soon be a hub of regular and distance mode study in thisareas.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The college has following proposed future plan for the next Academic year 2022-23

To make campus eco-friendly.

To Repair, Renovateand Face-lifting of the existing infrastructure of the college.

To focuses on the use of this renewalresources of energy (solar power) inthe campus

To upgrade IT infrastructure of the institution.

To prepare for implementation of NEP 2020 in the college.

To implement three-tier feedback system in the college to assess performanceat different level.

To introduce more skill based courses as per the local requirement and availability of resources in the area.

To purchase furniture and other teaching-learning equipments for newly constructed Academic Block.