SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVT. DEGREE COLLEGE, NOWSHERA

DARSHAN NAGAR NOWSHERA, DISTRICT RAJOURI, JAMMU AND KASHMIR.
185151
185151
www.gdcnowshera.co.in

SSR SUBMITTED DATE: 16-12-2021

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

December 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government Degree College, Nowshera is located in Nowshera sub-district falling under the jurisdiction of district Rajouri. The main town is located on the bank of the Manawer River just 2 miles inwards from the Taayin Bridge on Jammu-Poonch national highway. It is a nature bound beautiful area in lower Himalyan ranges and having plenty of small forests especially among the Line of Control with Pak-occupied Kashmir. This town has a very high literacy rate of 79 % that is much higher than the national average of 73%. The male literacy is 82% while female literacy nearly parallels it at 76%.

Government Degree College Nowshera is one among the other seven Degree Colleges located in district Rajouri having its own well-equipped infrastructural facilities. It was in 2008 when Government Degree College, Nowshera was established under Prime Minister Reconstruction Programme and started functioning from the premises of the Government Middle School, Nowshera with strength of 233 students. So far, eleven batches of students have passed out with their Graduation Degrees from this college. In fact, the college is playing an important role to promote Higher Education among the students of Nowshera, Qila Darhal, Sunderbani and parts of Kalakote Tehsils especially the girl students. It is pertinent to mention here that the enrolment of the girl students surpasses the number of male students in all the semesters.

In the session 2016-17, the college shifted to its new campus built at Darshan Nagar. The Science Stream was also introduced for the students from the session 2016-17. From the session 2018-19, Geography and Sanskrit subjects have been introduced. The student enrolment has now been raised to 1121 during the session 2021-22, that is further expected to rise in the upcoming session. The college has demanded the introduction of Physical Education as a new subject from the session 2022-23 to provide more options to the students to choose their subject combinations.

Vision

In the ever-growing competitive international scenario, this college envisages the vision:

- To impart quality education based on values and socio, cultural and political ethics.
- To create an enabling learning environment to promote the standard of education in general and that of the women in particular.
- To achieve the heights of academic excellences to transform the student community into valuable national assets to meet the global challenges.
- To foster competence among the students by inculcating moral values, skills, technological knowhow and a relentless quest for achieving excellence.

Mission

- To enrich the environment of the campus by focusing upon personal and intellectual growth.
- To contribute in the process of sustainable development and betterment of the society.
- To uphold the institutional responsibility of not only producing the human capital but also its quality in order to harness the quality of the nation to meet the contemporary challenges.
- To strive to achieve quality standard by nurturing the young and dynamic citizens who are responsible for taking the country to glorious heights.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- All the Classrooms are equipped with Interactive Panels and Power backup system. Two Gensets are also available for power backup.
- The whole campus is under CCTV surveillance for the safety and security of the students and for an effective administration.
- The selection of the Permanent faculty is done by Jammu and Kashmir Public Service Commission.
- Teachers are deputed for Orientation, Refresher courses, Seminars, Workshops and Conferences for updation of their knowledge on the changing trends in education and related areas.
- Faculty/ Students/Parents/Alumni feedback is considered for quality improvement in Curriculum and Infrastructure.
- Timely evaluation of Internal Examinations.
- Focus on learner-centred education, participatory and interactive learning through Assignments, Seminars, Projects, Field Trips etc.
- Transparent admission process based on merit of the last qualified exam.
- Library with good collection of standard books and Journals.
- Promoting programmes to cater human values, social sensitiveness, self-reliance, National Integration etc.
- Functional IQAC for quality improvement of the Institution. Students are encouraged to participate in co-curricular and extra-curricular activities.
- Pollution-free and eco-friendly green and clean campus.
- Value based and skill-oriented education is the prime aim of the Degree programmes emphasized through well-defined syllabi, regular classes and assessments.
- The examination process is conducted strictly and totally insulated with secrecy of all confidential matters.
- NSS and NCC Camps, Rallies, Seminars and Symposia (AIDS awareness, Women Empowerment, Drug De-Addiction, National Integration), philanthropic activities and outreach programmes to empower the marginalized and downtrodden section of the society.
- A big sports ground with Basketball Court and Badminton Court is under construction for providing better sports facilities to the students.

Institutional Weakness

- The college has insufficient number of Classrooms, Laboratories, Examination Halls and hence, suffers from space crunch.

- There is a shortage of teaching and non-teaching staff in the College Faculty on Academic Arrangement is provided by the HED on need basis every year.
- Being a government institution, sometimes faculty/staff is transferred in between the academic session hampering the process of learning/teaching.
- Poor economic background of the students and of the locality is a constraint on the level of accessibility to various fields of Higher Education. 40% to 45% students belong to economically weaker section of the society.
- Poor knowledge base and weak language skills of the students pose a great challenge as it takes away the precious time meant to transact the present curriculum.
- Poor educational backgrounds of the Parents prevent even the high achievers from moving out for higher levels of learning or employment.
- Lack of Industrial and Academic Collaboration.
- The college has not yet been able to set up Boys' and Girls' hostel till date for the benefit of outstation students(DPR Submitted).
- There is no accommodation/quarter facilities inside the campus for teaching and non-teaching staff (DPR Submitted).

Institutional Opportunity

- Encouraging the students for competitive examinations and higher studies.
- Encouraging collaboration for study and research at national level.
- Students have excellent opportunities to explore and participate in outreach programmes for the local communities.
- Introduction of Add-on Skill Courses like IT skill enhancement, Mass communication, e-commerce etc. to enhance the employability.
- Introduction of B.VOC. Courses (Certificate, Diploma and Degree).
- Introduction of new subjects
- Efforts to bring in vocational training centres in collaboration with various government agencies are in pipeline.

Institutional Challenge

- Constant repair and maintenance of the infrastructural facilities and the building as a whole is one of the greatest challenges, the college is facing. Since the College is a Government-aided institution, it is dependent on the financial support from the government which is available at specified intervals.
- The Alumni input and support in terms of academics and personal presence is limited.
- Extracurricular talents and ventures are not being nurtured in the current system due to time constraints.
- Poor education backgrounds of the parents prevent even the high achievers from moving out for higher levels of learning or employment.
- Students are mostly first generation learners getting little motivation from the parents or the society.
- Execution of collaborations with various institutions.
- To set up research ecosystem for the students and faculty in the College.
- Government initiatives launched recently on smart city, Start-ups, Make In India, Clean India, Skill Development Schemes have close parallel to the Vision and Mission of our college which needs to be integrated.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college is permanently affiliated to University of Jammu and strictly follows the curricula prescribed by the affiliating University. At present, the college is offering two Undergraduate Programmes i.e., Arts (B.A.) and Science (B.Sc.).

- The Choice Based Credit System (CBCS) is operational in both the programmes of study.
- The Head of each Department is a member of Board of Studies of the University of Jammu and regularly attends the meetings held in the University for curriculum revision/upgradation.
- The Academic Calendar is prepared as per the University Academic schedule.
- A comprehensive time-table for each Semester is displayed on Notice Boards as well as college website.
- Periodical review of syllabus completion is done in each semester. Well-planned Date-sheet for Internal Assessment tests.
- Evaluation of Internal Assessment tests is done as per the norms of the University of Jammu.
- Special emphasis is laid on curriculum enrichment through courses offered to students as well as co-curricular activities.
- Linkage/MOU has been signed with reputed institutions namely the Central University of Jammu and NIELIT, Jammu for the Skill Certificate Courses.
- About 47% of the total students have undertaken Project work and Field tours in different courses of B.A. and B.Sc. during the last Academic year.
- Remedial classes are conducted for Slow Learners and Guidance/Counselling is provided to Advanced Learners for Competitive exams.
- There are well-defined Program Outcomes and Course Outcomes for each course.
- During every academic year, several college level committees like Women Empowerment Cell, ICCASH, Anti Ragging Committee, Discipline Committee etc. are framed in order to ensure the safety and security of students.
- Various awareness programmes on Swachhata, Blood Donation, Electoral awareness, HIV awareness, Drug de-addiction, Water Conservation, Wild Life Conservation, Tree Plantation etc. are organized in the college.
- Regular feedback about the Institution and Curriculum is received from the Students, Parents, Teachers and Alumni. The feedback is analyzed and timely action is taken on problem areas.

Teaching-learning and Evaluation

- Government Degree College Nowshera focuses on holistic intellectual, social, emotional and aesthetic development of the students. We try to work conscientiously to reflect upon and enhance our teaching methods.
- Right from the admission, the college follows a well-administered and transparent procedure with ease of availability of information on our website. With the intention to develop critical and innovative thinking, student centric methods are evolved at the departmental level. Some prefer seminar/symposium/quiz/workshops approach, while others prefer brainstorming sessions duly supported by ICT and e-resources.
- Remedial classes and elaborate tutorial sessions are aimed at supporting learners in small groups so that teachers can provide individual support. Special attention is given to students with special needs and also from economically weaker sections. Students are also supported through a well-designed mentor-

mentee system.
- Students are assessed on a continuous basis through innovative and reformed techniques such as group discussions, assignments, analytical tests, practicals and projects. Accordingly, remedial classes and other techniques are used to support learners with different abilities and pace. Students with advanced needs are encouraged to participate in seminars/quiz/workshops and given more challenging tasks. All students are encouraged to participate in inter-college competitions to optimize their potential i.e. Academics/Sports.
- Students are given multiple opportunities to succeed. Through Internal Assessment tests students are encouraged and guided to improve their responses with more than one attempt at times. A departmental system is in place which helps the students to view their marks after the evaluation of Internal Assessment tests. There is a teacher-student interaction system which makes it easier to report any discrepancy in the process before marks are uploaded on the University portal.
- There are well defined Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) for every course. These are circulated among students and stakeholders by publishing on the website and also incorporated in the syllabus of each program. The attainment of POs, PSOs and COs are evaluated on the basis of parameters like student placement and progression and they are very well discussed in the IQAC meetings to prepare future plans.

Research, Innovations and Extension

Government Degree College, Nowshera believes that an institution can become a centre of academic excellence only when a research culture exists and proliferates amongst faculty and students. The college management encourages its teachers to submit research proposals, and pursue their Ph.D in specific field. Teachers have a provision of study leave for pursuing their research work. All possible efforts are made by the institution to facilitate the process of research work for the faculty. Many teachers of the college have published their research papers in reputed National and International Journals having ISBN/ ISSN number with good Impact Factors. Faculty members are encouraged to attend Seminars, Conferences and Workshops at State and National level.

The college has also conducted career oriented programmes for the updation of knowledge of the students. The college organizes Workshops,Seminars and Sensitization programs to create awareness among the students and teachers. The institution is also actively involved in extension activities to help society by its services.

The institution tries to have a good rapport with neighbourhood community through extension activities and programmes organized by NSS, NCC and Red Ribbon Club of the college for the betterment of society and to inculcate a sense of social responsibility among the young minds.

The Institution has offered two Skill Courses to students i.e. 'Course on Computer Concepts' (CCC) and 'Beauty & Wellness-Makeup' which will help the students in their personal and professional life in order to make them self reliant and generate revenue on their own.

The college has adopted two villages namely "Potha"- adopted by NCC Unit and "Hanjana"- adopted by NSS Unit. Social and community services are carried out in these adopted villages from time to time.

Infrastructure and Learning Resources

The vision of the college management is to improve the students learning by providing basic infrastructural fascilities to them.

The college has a vast lush green campus with a playground and a proper parking lot. The college offers undergraduate courses in Science and Arts streams. Its building comprises of seven spacious classrooms equipped with Interactive Panels, five well equipped Laboratories for Science stream, a Smart classroom, a Conference Hall, Air-conditioned Library, a Browsing Center, Principal Chamber, HOD rooms, Accounts section, Girl's Common Room and a Staff Room. The college provides Transport facility to its students. The construction of the Canteen Block in the campus is under process.

The college also has a Department of Sports and Physical Education with sufficient sports equipments for the students. The Sports facilities are regularly upgraded and maintained by the Department. The college has a cultural committee to promote our rich and varied cultural heritage.

The institution has a well maintained Library which is stocked with around 7400 books which includes 171 Reference books, 215 General books, Periodicals, Newspapers, Competitive books, Dictionaries, Magazines and Journals.The institution has got the N-LIST subscription through which many e-books and e-journals can be accessed. The Library follows all the protocols in the usage of books.

The college has introduced the concept of ICT for students by providing a Browsing centre and a computer lab with Wi-Fi facility.

To maintain the quality of the policies and procedures of the institution, the college follows various recommendations of the university of Jammu and Higher Education Department.

 The teachers as well as the students are free to use all the facilities available within the college campus. Each laboratory in science stream is well maintained. The concerned Departments maintain a record register of all the Equipments/Specimens/Chemicals available in the departments.

The NSS/NCC Units and Red Ribbon Club are also active in the college with more than 200 volunteers for participating in various activities.

Student Support and Progression

Students are the primary stakeholders of the institution and the institution has been evolving measures like student empowerment, inclusive practices and skill development which are student supportive and student centric. Once admitted in the college, the students are taken care of by providing various facilities in the form of indoor and outdoor sports facilities and encouragement for participation in co-curricular activities. Besides, the students are also provided financial assistance from the college and are assisted to get benefit from the State Govt. and Central Govt. sponsored scholarship schemes. The college ensures the timely submission of applications and payment of SC/ST/OBC/EWC/Pahari/Minority scholarship provided by the State Government and the Government of India.

The institution publishes its updated prospectus which highlights the facilities available in the college having information about different committees of the college, College Annual Calendar, NSS and NCC, Library facilities, Sports activities, Scholarship and freeship support system and Career Counseling etc. The college also publishes half yearly Newsletter which highlights the student's curricular, co curricular and extra-

curricular activities. The college also conducts coaching and remedial classes for aspiring students. The college has well established career counseling, entrepreneurship development and placement cells for guiding students towards a better career and providing job opportunities. For the support and care of female students the college has a well developed Women Empowerment Cell, Girls' Common Room. Students from socially and economically weaker sections of the society and physically challenged get fair amount of attention in admissions, financial support, remedial coaching, transport facility and career counseling. In addition, the institute has granted membership of students in various administrative bodies of the college such as Grievance and Redressal Committee, Literary Committee, Magazine Committee, Tours and Travels Committee, Library Committee, Sports Committee and IQAC of the College. Anti-ragging, Internal Complaint Committee Against Sexual Harrasment (ICCASH) as well as Equal Opportunity Cell, Disability Cell, SC/ST/OBC/Minority cell are also in place. The college also provides facilities to its students such as Browsing Center, Skill Courses and First-Aid Center. The College has also registered its Alumni Association in 2021 for the betterment of all stakeholders.

Governance, Leadership and Management

Government Degree College Nowshera being a government-aided College, all the major decisions are taken by the Directorate of Higher Education. However for smooth functioning of the academic and administrative affairs of the college, the college administration is decentralized and various sub- committees are formed at the beginning of the academic year. The Principal of the college as the key leader along with the various college level committees implements important decisions regarding academic/curricular and co-curricular activities.The Heads/Incharges of various departments take care of the day to day academic developments of the department.

The Drawing and Disbursing Officer/ Principal looks after the financial matters of the college. All financial accounts of the college are audited. All external audits regarding all the government grants and non-government funds and expenditures of the college are conducted by the Directorate of Higher Education from the office of the Accountant General of Government of J&K (UT). This system results in effective and proper execution of the work and promotes good relation between management, staff and students. The college also encourages faculty members to participate in Workshops, Seminars and Conferences in order to upgrade their Knowledge. Annual Performance Report (APR) for self-appraisal is submitted by the faculty to the Directorate of Higher Education. The Higher Education Department also conducts various training programmes for Non-teaching Staff in order to enhance their potentiality.

As regards the adoption of various welfare measures, the college provides facilities like General Provident Fund, Gratuity, Pension facilities, loan without interest from General Provident Fund to all teaching and non-teaching staff. Medical Reimbursement facility is provided to both Gazetted and non- Gazetted staff. Casual Leave, Earned Leave, Medical Leave, Child Care Leave, Paternity Leave etc. as per the Government rules are also sanctioned as per the requirement of the staff members. The Internal Quality Assurance Cell undertakes quality enhancement measures from time to time for improvement in teaching learning process and overall quality of the institution.

Institutional Values and Best Practices

Government Degree College Nowshera perpetually strives to prepare its students not just for examinations, but also encourages students to participate in cultural activities and in Games and Sports. To maintain harmony and to create goodwill among students, the College celebrates various National/International days, events and

festivals with great zeal and enthusisiam. Every year the college organizes gender equality promotion programmes emphasizing on women empowerment, self-protection, laws for women etc.

Two best practices of the College are

1. Environmental Consciousness

2. Drug de-addiction

The objective of these practices is to make the environment carbon neutral and maintain a healthy atmosphere in and around the college. In performing these activities the NSS, NCC and RRC wings play a very important role. The College manages its Solid Waste in a proper way. Separate Dustbins have been installed in the college campus for Single Use Plastic, Biodegradable and Non Bio-degradable wastes. The Bio-degradeable waste is converted into compost and utilised for manuring the plants in the college campus. The college has installed LED bulbs for low consumption of energy.

The college has a prescribed code of conduct for Principal, Teachers, Non-Teaching Staff and Students which are displayed on the college website. The Code of Conduct for students is also displayed in a hoarding placed inside the campus. The college maintains complete transparency in its financial, academic and auxiliary functions. For differently-abled students, the college has provided basic amenities such as ramps and wheel chairs. The students of this college also actively participate in community services in and outside the college, which help the students to develop a compassionate attitude towards others. The main focus of the college is to empower the students so that they become responsible citizens of India enriched with self-confidence, patriotism and humanity.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT. DEGREE COLLEGE, NOWSHERA
Address	Darshan Nagar Nowshera, District Rajouri, Jammu and Kashmir. 185151
City	Rajouri
State	Jammu And Kashmir
Pin	185151
Website	www.gdcnowshera.co.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Surinder Kumar Sharma	01960-230323	9419256701	-	gdcnowshera@gmail.com
IQAC / CIQA coordinator	Joginder Singh	01960-295327	9419265270	-	joginderhep@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	08-01-2008

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

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

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	09-02-2011	View Document
12B of UGC	09-02-2011	View Document

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

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

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Darshan Nagar Nowshera, District Rajouri, Jammu and Kashmir. 185151	Rural	12.39499	1571.989

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Science	36	Class XII	English	40	36
UG	BSc,Science	36	Class XII	English	30	13
UG	BSc,Science	36	Class XII	English	35	31
UG	BSc,Science	36	Class XII	English	10	0
UG	BSc,Science	36	Class XII	English	30	26
UG	BSc,Science	36	Class XII	English	20	20
UG	BA,Arts	36	Class XII	English	20	10
UG	BA,Arts	36	Class XII	English	30	13
UG	BA,Arts	36	Class XII	English	80	43
UG	BA,Arts	36	Class XII	English	20	3
UG	BA,Arts	36	Class XII	English	20	19
UG	BA,Arts	36	Class XII	English	30	12
UG	BA,Arts	36	Class XII	English	80	74
UG	BA,Arts	36	Class XII	English	30	14
UG	BA,Arts	36	Class XII	English	10	0
UG	BA,Arts	36	Class XII	English	10	10
UG	BA,Arts	36	Class XII	English	10	2
UG	BA,Arts	36	Class XII	English	20	12
UG	BA,Arts	36	Class XII	English	100	98
UG	BA,Arts	36	Class XII	English	20	15
UG	BA,Arts	36	Class XII	English	20	14
UG	BA,Arts	36	Class XII	English	10	1

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				17
Recruited	0	0	0	0	0	0	0	0	7	2	0	9
Yet to Recruit				0				0				8
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				12
Recruited	4	1	0	5
Yet to Recruit				7
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	6	1	0	7

Temporary Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	7	3	0	10
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	2	4	0	6

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate / Awareness	Male	14	0	0	0	14
	Female	66	0	0	0	66
	Others	0	0	0	0	0
UG	Male	415	0	0	0	415
	Female	464	0	0	0	464
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	85	59	57	67
	Female	80	63	83	57
	Others	0	0	0	0
ST	Male	40	34	33	52
	Female	37	25	24	26
	Others	0	0	0	0
OBC	Male	16	14	7	10
	Female	17	9	17	6
	Others	0	0	0	0
General	Male	175	258	268	247
	Female	170	276	282	350
	Others	0	0	0	0
Others	Male	59	55	36	39
	Female	61	33	24	25
	Others	0	0	0	0
Total		740	826	831	879

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The focus on making education Multidisciplinary/Interdisciplinary is a significant step that will benefit the students and will have far reaching effects. The flexibility to choose subjects from science and humanities with the ability to also learn fine arts and sports will give students a wide range of subjects to choose without the restrictions they faced earlier. In this regard the Higher Education Department has already framed committees with the affiliating University i.e. University of Jammu for introduction of Multidisciplinary/ Interdisciplinary courses from the academic session 2022-23. The pool of Multidisciplinary/Interdisciplinary courses will be provided by the affiliating University and the College is ready to implement these courses from the next session.
2. 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 ID and 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.
3. 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. Further the college shall engage training partners, after following the codal formalities, for imparting Skill components (Professional Skills), with the General Education Components also called as Professional Knowledge. The training partner engaged for either Skill Component training or General Education Components training shall be amongst the following: I. Higher Education Institutes of repute IITs, NITs, IIMs, Agricultural and Veterinary institutes. II. Industrial registered with department of promotion of Industry and Internal trade, GOI. III. Ministry of Skill Development and Entrepreneurship. IV. National Skill Development Corporation (NSDC) V. National Skill Training Institute (NSTI). The Skill courses will be from Agricultural Technology, Horticultural Technology, IT Computers and Electronics, Food Technology and Food Processing, Fine Arts, Music and Languages etc.
4. 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 i.e. Hindi/Urdu/Punjabi to all the students as one of the core subjects/AECC/Skill courses. The college also organizes different activities under "Ek Bharat Shreshat Bharat" to showcase Indian Culture.
5. 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.
6. 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 all 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 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
232	231	215	164	108

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
22	29	26	20	20

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
879	831	826	740	635

File Description	Document
Institutional data in prescribed format	View Document

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
284	281	292	398	381

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
215	211	189	171	146

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
28	26	23	23	19

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
17	12	12	12	12

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 8

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
112.91076	20.29368	5.84765	5.91837	34.69689

4.3

Number of Computers

Response: 34

4.4

Total number of computers in the campus for academic purpose

Response: 29

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

GDC Nowshera is affiliated to University of Jammu, Jammu (UT of J&K) and strictly adheres to the curriculum prescribed by the University. While the process of curriculum designing is finalized at the University level, the college has an important role in revision and upgradation of the curriculum through the participation of all Heads of Departments as members in the meetings of Board of Studies. The institution ensures well planned curriculum delivery and documentation through the following mechanism: -

- The college has implemented Choice Based Credit System in the programs of study currently running in the college (B.A. and B.Sc.). A wide range of Courses including Discipline Specific Electives, Generic Electives, Ability Enhancement Compulsory Courses and Skill Enhancement Courses are offered to the students as per their interest.
- As soon as the admission process is completed, Heads of the Departments submit the workload to the Head of the Institution. The position of the faculty is analyzed and the requirement of lecturers/teaching assistants (Academic Arrangement), wherever needed, is submitted to the Higher Education Department of the UT of J&K.
- The Academic Calendar prescribed by the University of Jammu is strictly followed.
- Time-Tables are prepared in advance before each session and are displayed on Notice Boards enabling the students to attend classes right from the beginning of the session. At the departmental level, the Heads of the Departments also prepare a departmental time-table which is duly approved by the Head of the Institution.
- Regular class tests in theory and practical classes, viva-voce etc. are conducted to keep track on the improvement of students. Based on the performance of students, Slow Learners and Advanced Leraners are categorized. Accordingly, Remedial Classes are conducted for slow-Learners and the Advanced Leraners are provided guidance/counselling for competitive examinations.
- Internal assessment tests are conducted as per the Academic Calendar and a structured Date-Sheet is prepared for this process.
- The evaluation of Internal Assessment tests is done in a time-bound manner and the grievances of the students, if any, are properly addressed. The End-Semester examinations are conducted as per the Date Sheet issued by the University and the results of each semester are analyzed and discussed with the faculty for improvement in the next session.
- Well-defined Program Outcomes and Course Outcomes for each course.
- Various course delivery methods are adopted by the faculty such as traditional classroom lecture, tutorials, hands on learning, ICT enabled teaching-learning method; group discussions etc. Apart from classroom education, a number of co-curricular activities like Symposia, Seminars, Debates, Quizzes, Group Discussions etc. are organized by the institution to provide experiential learning to the students.
- Upgradation of the Laboratories, Library and Infrastructural facilities is done for timely and

effective curriculum delivery.

- Feedback is sought regularly from Students, Teachers and Alumni for improving the curriculum delivery. Feedback is analyzed and timely action is taken on the problem areas.
- The college promotes the faculty to upgrade themselves by attending the Refresher Courses, Orientation Courses, MOOCs and Faculty Development Programmes from time to time.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

Government Degree College Nowshera, affiliated to the University of Jammu, prepares the Academic Calendar for each session based on the calendar of the University. It is included in the college prospectus and is also uploaded on the college website. It is also displayed on the Notice Boards for reference of the students and staff. It includes various timelines such as dates of beginning and end of the session, important holidays/vacations, curricular & co-curricular activities and tentative dates of practical and theory examinations. The various departments also prepare Departmental Calendars which include proposed Guest Lectures, Seminars/Conferences/Workshops, Educational Trips and other academic activities for the session.

At the beginning of the session, the Timetable Committee prepares the Timetable well in advance. Each Department prepares the Departmental Timetable based on the Master Timetable which is displayed on every Notice Board of the college as well as outside each Lecture Room and Laboratory, which helps in monitoring the regularity of classes. Timely completion of Syllabus, Revision and Internal Evaluation are carried out in compliance with the schedule listed in the Academic Calendar. The Syllabus Completion report is sought by the Head of the Institution on regular basis in order to ensure timely completion of syllabi in different courses. The performance of students is assessed continuously. Tests, Assignments, Presentations and Mock Practical Exams are held in time bound manner. The pattern of Internal Assessment test in each course is given in the Syllabus prescribed by the University. Students are also conveyed the pattern of Internal Assessment tests in the classes as well. A well-planned date-sheet is scheduled for Internal Assessment tests which is displayed on Notice Boards one week prior to the commencement of internal tests. The students who are absent in the tests on valid grounds are allowed to appear in re-tests at a later date. The internal assessment marks are made public to the students so that any grievances regarding evaluation are resolved satisfactorily. The Internal Assessment Committee of the college ensures that marks are dispatched/ uploaded timely on the university portal. The timely submission of Internal Record to the Affiliating University facilitates the timely declaration of University results which in turn ensures commencement of the new session as per schedule.

The following are the important aspects of the Academic Calendar: -

a. Planning of multiple activities of various departments.

b. Planning of co-curricular and extra-curricular activities of IQAC, NSS, NCC, RRC and Cultural Committee.

c. Activities of Sports Department.

d. Admission schedule as per University Notification.

e. Tentative dates of beginning and end of semesters.

f. Tentative schedule of Internal Theory and Practical Examinations.

g. Tentative schedule of End Semester University Examinations and External Practical Examinations.

h. Schedule of Summer/Winter vacations.

File Description	Document
Upload Additional information	[View Document](#)
Link for Additional information	[View Document](#)

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 last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	[View Document](#)
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View Document](#)
Any additional information	[View Document](#)

1.2 Academic Flexibility

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

Response: 9.09

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

Response: 02

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 2

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
02	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document

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

Response: 1.82

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

2020-21	2019-20	2018-19	2017-18	2016-17
80	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The steps taken by the institution to integrate cross cutting issues related to Gender, Environment & Sustainability, Human Values & Professional Ethics into the curriculum may be broadly categorized as:

A. CURRICULUM ENRICHMENT THROUGH COURSES OFFERED TO THE STUDENTS

Curriculum plays a vital role in holistic development of Personality of the students. A number of Courses prescribed by the University of Jammu are currently being taught to the students which contribute towards instilling Gender equity, Environmental Consciousness, Human Values & Professional Ethics.These courses may be classified as: -

1. COURSES RELATED TO GENDER SENSITIZATION:

- Sociology- A skill Enhancement Course under the title "Gender Sensitization" is being offered to students. Besides, the syllabus contains considerable content related to Inequality, Caste, Dowry, Divorce, Domestic violence, welfare schemes for tribal women etc.
- Political Science- Justice, Equality, Feminism, Women's issues-from welfare to empowerment.
- History- Razia Sultan; Didda as Regent & Queen.
- Botany and Zoology- Courses like 'Mushroom Cultivation Technology', 'Apiculture', 'Sericulture' etc. can help in raising the economic condition of women of rural areas.

2. COURSES RELATED TO ENVIRONMENTAL CONSIOUSNESS:

- Environmental Science: Ability Enhancement Compulsory Course in Semesters I&II; Skill Enhancement Courses on Solid Waste Management, Environmental Impact Assessment, Environmental pollution, Environmental hazards.
- Geography: Weather & Climate Change, Eco-tourism, Sustainable tourism, Mineral resources, Natural vegetation resources, Natural hazards etc.
- Botany: Plant Ecology, Economic Botany & Biotechnology and Biofertilizers.
- Zoology: Health & Hygiene.

3. COURSES RELATED TO HUMAN VALUES & PROFESSIONAL ETHICS

- Sanskrit: Teachings of Ramayana & Mahabharata, Study of Vedas, Puranas & Upanishadas.
- History: Life & Teachings of Mahavira and Buddha.
- Political Science: Concept of Justice, Communism, Ethics & Politics, Human Rights, Decision

making, Peace Approach etc.

- Sociology: Concept of Individual & Society, Unity in Diversity, Culture, Norms & Values, Socialization, Family & Marriage in India etc.

B. CURRICULUM ENRICHMENT THROUGH CO-CURRICULAR ACTIVITIES:

Besides the courses of study being offered, the college also organizes numerous activities that sensitize the students towards the crosscutting issues related to gender, environment and human values. Some of these activities are: -

1. Promotion of Gender Equity:

- Various Awareness programs on "WOMEN EMPOWERMENT" & "GENDER EQUITY".
- An equal representation of girls in the Student Union Body.
- Different cells and committees for the safeguard of girl students e.g., Discipline Committee, Anti Ragging Committee and Internal Complaint Committee Against Sexual Harassment (ICCASH).

2. PROMOTION OF ENVIRONMENTAL RESPONSIBILITY

- Cleanliness Drives
- Plantation Drives
- Pit Composting.
- Awareness on "CLIMATE CHANGE" and "DISASTER MANAGEMENT".
- Celebration of important days like Earth Day, World Environment Day, Wildlife Conservation Day, Biodiversity Day, Ozone Day etc.
- Separate dustbins for bio-degradable and non-biodegradable wastes.
- Principle of 3R's i.e., REDUCE, REUSE & RECYCLE.

3. HUMAN VALUES AND PROFESSIONAL ETHICS

Various activities are organized by the college that instill good value system among the students. Some of these are:

- Shramdaan, "DONATE EFFORT NOT MONEY"
- Events based on "GANDHIAN PHILOSOPHY"
- Programs on "GENERAL ORIENTATION & CAREER COUNSELLING OF STUDENTS".
- Awareness on COVID-19; ROAD SAFETY & TRAFFIC RULES; DRUG ADDICTION; BLOOD DONATION, AIDS etc.
- Celebration of birthdays of eminent personalities.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)
Any additional information	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 2.49

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
09	07	06	03	01

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 47.1

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 414

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

> **1.Feedback collected, analysed and action taken and feedback available on website**
> **2.Feedback collected, analysed and action has been taken**
> **3.Feedback collected and analysed**
> **4.Feedback collected**
> **5. Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 68.16

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
879	831	826	740	635

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1500	1200	1200	1080	840

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 100

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
284	281	292	398	381

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.2 Catering to Student Diversity

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

Response:

At the entry-level, class XII scores are taken as the initial indicator of students learning ability. Further judgment in subsequent years is based on academic performance, level of alertness, participation in discussions, and mid-semester evaluations. These are augmented by observations made by mentors. Students themselves express extra interests in subjects or approach teachers with their problems. Measures are taken accordingly to address the needs of students with different levels of competence.

Steps taken for Advanced Learners:

- Provided with references to journals and advanced study material
- Encouraged to participate in Workshops/Conferences/Seminars.
- This stimulates out-of-the-box thinking and provides training in planning and carrying out experiments and fieldwork, analyzing findings, and publishing results.
- Provided hands-on training in using the latest apparatus and techniques in laboratories in various programs.
- Final year toppers are facilitated every year.
- Given leadership roles in departmental and societal activities to develop organizational skills and teach the value of teamwork. Students are chosen as Class Representatives, giving them an opportunity to display their leadership skills.
- Nominated to represent the college or department in intra & inter-college competitions, Seminars, and Symposia, etc.
- Motivated to set high goals for themselves and counseled by Career Counseling Cell of the College to prepare for entrance examinations and competitive examinations of the state and the center.

Steps taken for slow learners:

- Efforts are made to identify the cause of their problem and appropriate solutions are worked out.
- Teachers coordinate with parents of slow learners so that their needs can be catered to.
- Mentor-mentee interaction keeps faculty in constant touch with students, irons out academic/personal issues, and stimulates overall personality development.
- Academic problems are addressed in tutorial classes. Some tutorial classes are taken as Remedial Sessions for slow learners.
- Slow learners are given more attention both inside and outside the class.
- Encouraged to take part in departmental activities. Those with potential eventually graduate to leadership roles.
- Efforts are made to identify and nurture their skills and talents in order to boost their confidence.
- Multiple career options are suggested to all the students, keeping in mind their aptitude and interests.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional Information	[View Document](#)

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

Response: 31:1

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

2.3 Teaching- Learning Process

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

Response:

Govt. Degree College Nowshera enhances the learning experience of the students by adopting student-centric methods like Experiential Learning, Participative Learning, and Problem-Solving methodologies both inside and outside the classroom.

- Department-specific activities like one-day field trips, study tours, long excursions, industrial and institutional visits are organized as a part of the curriculum of Environmental Studies, Botany, Geography and Zoology,
- Students are encouraged to participate in various co-curricular activities organized in collaboration with prestigious organizations. This gives them exposure to the work and views of leading experts, academicians, artists, and activists on different societal and environmental issues.
- The Placement Cell assists students in securing internships that provide them an opportunity to learn as they work.
- Students actively participate in co-curricular and outreach activities organized by various committees of the college.
- Students also contribute to the Newsletter of the college.
- Students are involved in maintaining the Herbal Garden.
- Recognizing the importance of extra skill sets, two skill courses were offered to the students. These include certificate courses on computer concepts and Beauty and Wellness (Makeup).

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

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The faculty of Govt. Degree College Nowshera uses the latest ICT tools to enhance the conventional teaching-learning process and to make learning more interesting and student-friendly.

- The college has around 34 Desktops, 05 Laptops, and two fiber lines from BSNL with a speed of 200 Mbps and one broadband connection.
- Classrooms and Laboratories are equipped with 13 Interactive Boards/Projectors and are Wi-Fi enabled to facilitate teachers to directly stream web pages and videos.
- Printers and scanners are available in departments and in the library.
- Faculty regularly consult and share material from e-books, web pages, youtube videos, and other relevant resources.
- Virtual labs and search engines like Google Search, Google Scholar are used to encourage collaborative learning.
- All the faculty members regularly conduct Online/ Offline quizzes.
- Audio lectures are created and shared with students having visual impairments. Teachers made a swift transition from classroom to online teaching during the lockdown due to the COVID-19 pandemic.
- Platforms such as Zoom, Google Classroom, Google Meet, WISE App are used to create virtual classrooms.
- Students are encouraged to prepare presentations, assignments, projects, and field reports using MS Word, MS Powerpoint, MS Excel, and other ICT tools. Online modes like E-mail, WISE App and Google Classroom are used to collect assignments, conduct tests and practical examinations as well as for sharing notes, practice questions, and other e-resources.
- Teachers use ICT platforms like WhatsApp, WISE App., and Telegram to connect with the students individually and collectively beyond the classroom for giving extra information and support to the students.

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

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

Response: 29:1

2.3.3.1 **Number of mentors**

Response: 30

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

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

Response: 184.61

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 32.62

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
08	11	11	09	01

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

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

Response: 0.07

2.4.3.1 **Total experience of full-time teachers**

Response: 2.03

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Govt. Degree College Nowshera is affiliated with the University of Jammu and is guided by the regulations formulated at the university level in all the matters pertaining to syllabi, examinations, and evaluation.

- The college has a transparent and continuous internal assessment system. 20% marks in each paper are awarded through Internal Assessment tests while the remaining 80% are awarded by the University-appointed examiners on the basis of the performance of the students in End Semester Examinations.
- Students are informed about the date sheet and syllabus of the test well in advance. Evaluated answer scripts are shown to the students and suggestions for improvement are made by teachers. Teachers also assign innovative projects to students to develop their creative skills and to engage them in critical thinking and problem-solving.
- The pattern of Internal Assessment is described on the college website and also in the college Prospectus.
- Students are also informed about the criteria for internal assessment and continuous evaluation during the departmental orientation program. It is also conveyed by the teachers from time to time during regular classes.
- Continuous evaluation is incorporated into teaching plans. Staff meetings are held to ensure that teachers take regular class tests, assignments, presentations, etc. as a part of the initiative taken by the college for effective evaluation of the students. Academic Monitoring Committee has been framed in the college for supervising the various academic activities.
- The Internal Assessment mechanism is highly transparent in our college as teachers ensure that the attendance sheet of the assessment test is signed by each student in person.

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

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

Response:

Govt. Degree College Nowshera has a robust mechanism to ensure that the process of continuous assessment is transparent, efficient, and in the best interest of students.

- The college has an Internal Assessment Committee which undertakes necessary measures to ensure objectivity and transparency in the process. Notifications are displayed prominently on the college website and on college notice boards to communicate information related to the Internal Assessment tests to students.
- The attendance record, which is a part of the Internal Assessment, is intimated to all the students from time to time on a monthly basis. The students are given ample time to point out the discrepancies if any.
- Answer scripts of internal class tests, assignments, and project reports are discussed with students after evaluation. They may raise their grievances regarding the marks awarded to them with the faculty concerned. In rare cases, if students' grievances are not addressed satisfactorily, students are free to approach their mentor or grievances committee for Redressal. Intervention by the Head of Institution can be sought in extraordinary cases.
- Students are given enough time to claim concessions in attendance on medical grounds and for participation in extracurricular activities.
- Marks awarded by individual teachers are moderated by Internal Assessment Committee to ensure parity in marks awarded to students among different subjects. After such rigorous scrutiny, the records are displayed on the notice board.

The final Internal Assessment (IA) record is sent to the university only after the satisfaction of each student. In certain cases, if discrepancies are noticed between marks awarded to students by teachers and those entered in the mark sheets prepared by the University, the college assists the students in getting such errors rectified.

- The Controller of the Examination of the affiliating University makes the final decision with regard to exam-related grievances at the university level.
- The college conducts one internal assessment before the end of every semester. The students are given the evaluated answer booklets and the grievances with regard to fewer marks are rectified immediately by the subject teacher.
- The internal marks are recorded in a format as per the norms of the university and college.
- The final internal marks are displayed on the notice board before uploading them on the university portal. This ensures the redressal of any examination-related grievances of the students.
- Each Subject teacher maintains a record of the attendance, marks, and other details.

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

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.

Response:

Program Outcomes encompass a broad spectrum of knowledge, skills, abilities, and attitudes that students acquire during the pursuit of Graduate courses. Govt. Degree College Nowshera offers a number of programs in Science and Arts, each of them with unique and well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the college website.

However, there are some common outcomes which are summarized here:

- Govt. Degree College Nowshera has created an ecosystem for learning beyond the classroom through numerous co-curricular/ extracurricular activities.
- Teachers inculcate among students a quest for knowledge that lasts for a lifetime while simultaneously training them in the art of self-learning. We impart the attitude to keep learning, remain updated and readily adopt new developments in technology and in their subject matter.
- Students are taught to identify, formulate, and analyze real-life problems, design and develop solutions and reach valid conclusions using basic principles of their subjects.
- Training in critical thinking enables them to understand and analyze contemporary societal, environmental, and cultural problems. Students learn to ask questions and seek possible answers.
- Students are guided to manage natural resources and work towards sustainable living so as to conserve these resources for future generations also.
- Enhancing the communication skills through exchange of ideas, thoughts, knowledge, and information effectively in the language of their choice
- Working in departmental and societal activities fosters students' team spirit and brings their leadership qualities to the fore. Students learn to embrace plurality, respect others' views, mediate disagreements, and arrive at conclusions while maintaining professional and life ethics.
- The college instills among students allegiance to constitutional values to mold them into empathetic, informed citizens.

We empower students to become future teachers, entrepreneurs, scientists, soldiers, and administrators with motivation. They acquire the ability and sensitivity to lead India to strengthen its place in the community of nations.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for Additional information	[View Document](#)

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

Response:

Govt. Degree College Nowshera offers Under Graduate level courses in Sciences and Arts. Over the duration of their programs, students acquire knowledge, skills, and abilities that enable them to build a future for themselves while also contributing positively to society and the country at large.

Following are direct and indirect measures for evaluating the attainment of PO/CO.

Internal Assessment and end-semester examination as direct assessment measures.

- In practicals' 50% marks are based on daily performance and 50% on external examination.
- Many curricula involve the conduct of practical experiments in laboratories.
- Viva-voce is a part of the process of evaluation in these courses.
- Results declared by the University of Jammu at the end of each semester are thoroughly discussed and analyzed in staff meetings.
- The Teaching faculty meets students whose performance is below par and assesses reasons for poor performance. Appropriate remedial measures are suggested. Star performers are felicitated every year. On the basis of overall performance in academic and other activities, a "STUDENT OF THE YEAR" is selected and facilitated.

Placements and student progression as indirect measures

Placements:

- Upon completion of their courses, the majority of the students opt for higher studies and some pursue their professional goals, particularly through competitive examinations.
- The Placement Cell regularly conducts placement and internship drives to help students secure jobs in various reputed companies. It also conducts workshops wherein students are given tips on personality development, preparing a CV, and facing interviews.

Alumni and student progression:

- Govt. Degree College Nowshera has consistently produced alumni who have distinguished themselves in various fields such as Art, Academics, Law, Politics, and Administration. Many are presently placed in reputed positions. Such reputed alumni can be taken as an indicator of Course/Programme Outcomes and the level of teaching-learning in the institution.
- Students are encouraged to pursue higher studies and a number of them do so, both in J&K and outside of J&K. While some choose to remain in discipline-centered courses, others choose specialized or professional courses.

As an institute of higher education, we measure the success of POs/COs not only on the basis of marks obtained and jobs secured by our students but also in terms of the confidence and discipline we instill in them.

File Description	Document
Upload any additional information	[View Document]
Paste link for Additional information	[View Document]

2.6.3 Average pass percentage of Students during last five years

Response: 60.8

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
203	120	93	95	70

2.6.3.2 **Total number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
215	211	189	171	146

File Description	Document
Upload any additional information	[View Document]
Institutional data in prescribed format	[View Document]
Paste link for the annual report	[View Document]

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.48

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document]
Upload any additional information	[View Document]

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
18	18	18	16	16

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

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 52

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
34	03	05	07	03

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.2 Research Publications and Awards

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

Response: 2.18

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	8	11	14	15

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

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

Response: 0.21

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	1	1	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

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 last five years.

Response:

The college believes and stresses in bringing out the best qualities inherent in the students through imparting value education to students. The institution strives to inculcate a sense of social responsibility and social awareness amongst the students by engaging them in various extension activities. The sole aim of engaging the students in these extension activities is to make them aware of the social issues prevalant in the society, thereby, enabling them to understand the various problems which withhold the rural areas from developing, both individually and socially and seek out the possible ways to solve those problems.

The college has adopted two villages namely "Hanjana", adopted by NSS and "Potha", adopted by NCC Unit. Extension activities are carried out in these adopted villages and in the neighbourhood community with the involvement of NSS/NCC/RRC volunteers and local community. Some of extension activities undertaken by the students, during 2021 are mentioned below: -

- Cleanliness drive in village Dabar Potha on the occasion of Gandhi Jayanti on 02/10/21.
- Fit India Freedom Run and door to door Covid-19 vaccination awareness campaign in Hanjana village on 11/09/21.
- Fit India Freedom Run, in collaboration with Nehru Yuva Kendra, Nowshera, in Nowshera on10/09/21.
- Plantation, Cleanliness and Drug De-addiction drive in the adopted village Hanjana of Nowshera block on 27/08/21.

- Signature Campaign in collaboration with District Police Rajouri to create awareness among people regarding road safety and traffic norms on 09/08/21.
- Yoga Session for faculty and students to celebrate International Day of Yoga 2021, on 21/06/21.
- General Awareness Programme regarding social issues on 03/04/21.
- Community Awareness Programme on the eve of International Women's Day at Govt. Middle School, Darshan Nagar, Nowshera on 08/03/21.
- Awareness Rally on National Voter's Day in collaboration with Sub-district Administration, Nowshera on 25/01/21.
- Organized an Awareness Programme on "Catch the Rain" in collaboration with Nehru Yuva Kendra Sanghatan, Ministry of Youth Affairs and Sports ,Govt. of India on 24/11/21.
- A Public Awareness Campaign on Covid appropriate behaviour was launched by Field Outreach Bureau, Rajouri in coordination with District Information Centre Rajouri and Tehsil Administration Nowshera on 17/11/21.

Through involvement in such activities, students become aware of the different community and social issues prevailing in society and it also incorporates a sense of social responsibility in them, hereby, transforming them into responsible human beings which is the need of every society and nation.

File Description	Document
Upload any additional information	View Document

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 21

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

2020-21	2019-20	2018-19	2017-18	2016-17
13	05	03	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 32

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
21	04	04	03	0

File Description	Document
Reports of the event organized	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 39.22

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., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1173	32	240	220	0

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange,

Internship, Field trip, On-job training, research etc during the last five years

Response: 49

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

2020-21	2019-20	2018-19	2017-18	2016-17
30	10	02	02	05

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of linkage related Document	[View Document](#)

3.4.2 Number of   functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 2

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

2020-21	2019-20	2018-19	2017-18	2016-17
02	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
e-Copies of the MoUs with institution./ industry/ corporate houses	[View Document](#)

31-12-2021 04:30:41

Criterion 4 - 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.

Response:

The vision of the college management is to improve constantly the student's learning culture by providing infrastructure that is at par with the prestigious institutions of Jammu & Kashmir. The college is actively trying to improve the quality of education imparted to the students and understand the current needs and problems of our students so that the best could be brought out of them. The college provides learning resources and infrastructure for academic excellence according to its vision and strategic objectives.

The college has a vast campus spread over 99.16 Kanals of land with parking facilities for both the teachers and students. The college offers various courses at Under Graduate level in B.A and B.Sc streams. The building comprises of seven big and spacious Class Rooms with Interactive Panels; Five well-equipped Laboratories for Physics, Chemistry, Botany, Zoology and Computer Science, a Smart Class Room, a vast Air-Conditioned Library, a Browsing centre, a Principal chamber, HOD Rooms, Accounts Section, Meeting Room and separate Washrooms for boys and girls. The college is also having a separate Girl's Common Room and Staff Room with adequate and comfortable seating facilities and attached Washrooms. All the class rooms are having capacity to accommodate about 100 students, with proper and comfortable seating and ventilation facilities. The Smart Class Room is equipped with advanced ICT facility and sound system which is used in organizing various co-curricular activities like Debates, Seminars, Conferences, Symposia, Workshops etc. All the laboratories of the college are well equipped with necessary instruments and apparatus required for the conduct of Practicals. The college also has a Bus to provide transport facility to the students of remote and far-flung areas.

The college administration is working hard to provide adequate and effective infrastructural facilities for effective teaching learning process. For this purpose every year College Development Committee is constituted every year for creation, enhancement, maintenance and up gradation of the existing infrastructure. As of now the available infrastructure in the college is sufficient for existing courses and the strength of students. The college administration has taken many new initiatives for the upliftment of the institution. The college has started the construction of a Canteen block, Up gradation of Sports Ground and Construction of Parking Sheds for faculty and students. The college has also submitted the proposals to concerned authorities for 50-bedded Girl's Hostel, a Multipurpose Hall, an Academic Block with 10 Lecturer Halls, Gymnasium Hall, Sports Complex, Staff Quarters and Principal Quarter.

File Description	Document
Upload any additional information	View Document

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

Response:

The college has a Department of Physical Education and Sports to promote among the students the qualities of sportsmanship and to tap the nascent talent lying among the students of the college. The college has one of the best developing sports facilities in the U T of J&K. The College Students participate in various Sports Activities within the College as well as at the Inter-collegiate level.

Sports facilities have been established for various indoor and outdoor games like Cricket, Carrom, Table Tennis, Badminton, Chess, Volleyball, Kabaddi, Kho-Kho etc. The college has sufficient stock of Sports Equipment which is provided to the students for practice and participation in different sports activities. Intensive training is imparted under expert guidance and numerous sports activities are organized in every semester, various tournaments and competitions are held for students and faculty. Every year, students of Govt. Degree College Nowshera achieve notable distinctions and many are selected for National and State level tournaments.

The Department of Physical Education and Sports is providing support to the students for grooming their sports skills. The Department also provides training and practice opportunities for players at all levels. The college has also got the approval and the sufficient funds from the Higher Education Department for the execution of sports related projects such as Levelling of Sports Ground and Drainage System of ground, Construction of spectators stand with seating capacity of 300, Basketball court, Badminton Court, etc. These projects will be completed soon and made available for the use of students.

The Cultural Committee in the college promotes the cultural events based on local themes such as dance, bhangra, skits etc at various levels. Every year the college encourages the students to participate in events like Farewell Party, Independence Day, Republic Day, Display Your Talent, Nowshera Day, Celebration of International Youth Day, Celebration of Gandhi Jayanti etc. at college level.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 08

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 54.52

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
83.63489	9.33941	1.89035	1.38238	33.59136

File Description	Document
Upload audited utilization statements	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The college has a well maintained and spacious Library with a seating capacity of around 100 students.The Library of the college is an integrated knowledge resource centre with a collection of around seventy four hundred books, Periodicals and Reference Books covering all aspects of academic studies for the students. The Library has monthly subscription of Local and National Newspapers and different Magazines for enrichment of knowledge of the students and teachers. Books for Competitive Exams are also purchased from time to time to help the Students in order to update themselves for facing the competition. A special place has been allotted in the Library for keeping the belongings of the students. Our Library has a very conducive atmosphere with the provision of tables and chairs for reading with good ventilation and lighting for the students and staff. Every year Library Committee is constituted for improving the various facilities provided in the Library. This Committee allocates department-wise budget for the purchase of Books, Periodicals and also conducts Annual Stock Verification. The demand for the requirement of the books is collected from all the departments by the committee and Supply Order for purchase of books is placed to

different vendors.

The Library Committee makes all efforts to acquire useful books including NET/SLET books, competitive exam books, subject specific dictionaries, CSR books and journals, magazines and other knowledge resources to enrich the collection. This special collection in the library provides the sufficient opportunities to students and teachers to enhance the teaching-learning process. The existing Library is well-equipped with all the reference books prescribed/recommended as per the University syllabus. The Library has sufficient number of books to satisfy the academic needs of the students.

Besides, the library has a collection of 171 reference books and 215 general books.

Further, to kindle the interest among the students related to current affairs and general knowledge, the college Library has subscribed for more than 10 Magazines and Newspapers. Outlook, India Today, Chronicle and Students Digest are some of them. National and State newspapers both in Hindi and English are subscribed in the college.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

  1. e-journals
  2. e-ShodhSindhu
  3. Shodhganga Membership
  4. e-books
  5. Databases
  6. Remote access to e-resources

Response: B. Any 3 of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 5.02

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

2020-21	2019-20	2018-19	2017-18	2016-17
11.94890	8.56987	1.58801	2.49521	.49999

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response: 4.85

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

Response: 44

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college understands the need of Information Technology and promotes its usage as a learning tool for quality education. IT enabled education has a very positive impact on teachers and learners since it provides a more interactive and visually attractive learning environment. It also makes the students skillful for a new digital world and competition. All the Class Rooms of the college are equipped with Interactive Panels. The Smart Room has an overhead projector and Interactive white board. The college also has a Browsing Centre with 15 Computers for the students. The Computer Lab is equipped with 10 computers with required Software and Antivirus. Each computer is powered by UPS to ensure uninterrupted usage. Faculty members use power point presentations, videos etc. in the class rooms to enhance learning. Scanners, printers, Xerox facility is available and faculty members can use this facility for official purpose. The college campus has a WI-FI system to provide internet facility to staff and students. The college campus is under CCTV surveillance to ensure transparency as well as safety of staff and students. The college has one broadband connection and two BSNL fibre (FTTH) connections with a speed of 200 Mbps.

Students are encouraged to use IT infrastructure in the best possible way.

The college has taken following steps in line with the updating IT facilities:

- More than **34 Computers, 05 Laptops, 12 Printers and 03 Photostat machines.**
- One seminar hall and also all classrooms with ICT enabled facilities.
- The college has its own website which is updated on the regular basis to provide latest information.
- Edu-Sat network empowers the students through technology and caters to their needs extensively.

The present teaching-learning process envisages not only Chalk and Marker method but also the use of ICT and giving access to the latest technology to the students. All the faculty members make the maximum use of ICT facility in teaching-learning process.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 30:1

File Description	Document
Upload any additional information	[View Document](#)
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 0.04

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic**

support facilities) excluding salary component year-wise during the last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.22676	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

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

Response:

The college has a well-developed mechanism for maintaining and utilizing the physical, academic and support facilities for teaching-learning and extra-curricular activities. These facilities are regularly maintained and upgraded from college resources as well as the resources allotted to the institution from the government from plan and non-plan resources. Maintenance of equipments like CCTV Cameras, Generator Sets, General Lighting, Power Distribution System, Water Coolers, Computers etc. is regularly undertaken as per their preventive maintenance schedules and guidelines by the equipment suppliers. Lawns and Laboratories are maintained by the Local Fund employees. Cleanliness and maintenance of washrooms is done by outsourcing employees. Further our NSS/NCC/RRC volunteers, other students and all the staff members are committed to keep the college infrastructure well maintained. Besides this, we have College Development Committee to recommend the maintenance and up gradation of the various facilities in the college. The Timetable Committee ensures the judicious use of the Class Rooms, Library, Smart Class Rooms and Laboratories. The college administration ensures the proper usage of the resources and facilities for the learners and staff viz. Principal Chamber, HOD rooms, Staff Room, Class Rooms, Laboratories, Library, Girl's Common Room, Sports facilities, Lawns etc.

To monitor the quality of the policies and procedures of the institution, the college follows various systems and procedures for the effective functioning of the college. Some of them are listed below:-

Academics: - Policies are framed on the recommendation of the University of Jammu and Higher Education Department. The admission procedure adheres to the norms prescribed by the University of Jammu. The students need to fill the application form through online mode. Admission to Sem-1st is based on the merit of their last qualified examination. The students are counselled with regards to the subject combinations. New courses and subjects are introduced from time to time with the recommendation of the University of Jammu and Higher Education Department.

Infrastructure: - The students as well as the teaching community are free to use all the facilities available

within the campus. The sports facilities can be used by the students under the proper guidance of the Physical Training Instructor. These facilities can be utilized by the students during their free time in the college.

Library: -The Library follows certain protocols in the usage of books. The entry register is maintained for both staff and students in the library. At the beginning of the session, each student is issued a Library Card. Books are issued to the students as per the library rules. At the end of every semester, it is mandatory for all the students to return the books issued from the library. Likewise, Library books are issued to the teachers as well. The books issued must be returned within 15 days. Whoever is leaving the institution, be it a student or a faculty member, must get a Nothing Outstanding Certificate from the Library.

Laboratory: -The Laboratory facilities are provided to the students of science stream for performing practical work. The Laboratory facilities are available in each science subject (viz. Physics, Chemistry, Botany, Zoology, Geography and Computer Applications). Each laboratory is equipped with essential apparatus as prescribed in the syllabus. The concerned department also maintains a record register which contains the details of all the equipments and other material available in the laboratory. The college has also has a Browsing Centre with internet facilities.

Sports facilities: -The sports facilities are regularly upgraded and maintained. The college has a permanent Physical Training Instructor (PTI) who helps and guides the students in various sports activities to groom their sport talent. The Sports Committee of the college promotes the Indoor and Outdoor games and encourages the students' participation in local, regional and national level competitions. Every year, our students participate in inter-college level and University level tournaments.

NSS unit: - The NSS Unit is also active in the college with more than 100 volunteers for participating in various activities like Cleanliness drives, Drug De-addiction, Electoral registration drive, Plantation drives, seminars, symposia etc.

The NCC WING: The College has started NCC for boys since the last Academic Session (2020-21). NCC unit of the college got approval in September 2020 from the Directorate of NCC, Jammu, under the Unit 5 J&K BN NCC Poonch. College got 50 vacancies for the three-year course which shall be equally divided in the three sessions.

Red Ribbon Club: - The College also a Red Ribbon Club with more than 70 volunteers. The club is involved in spreading awareness over HIV/AIDS; its causes, prevention and control. The club also organizes various awareness activities related to Drug De-addiction, Blood Donation, Tuberculosis, Hepatitis etc.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 59.74

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
200	175	736	664	483

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]()
Upload any additional information	[View Document]()
Institutional data in prescribed format	[View Document]()

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 1.26

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	40

File Description	Document
Upload any additional information	[View Document]()
Institutional data in prescribed format	[View Document]()

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

    1. **Soft skills**
    2. **Language and communication skills**
    3. **Life skills (Yoga, physical fitness, health and hygiene)**
    4. **ICT/computing skills**

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 60.37

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

2020-21	2019-20	2018-19	2017-18	2016-17
600	400	500	400	450

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

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

    1. **Implementation of guidelines of statutory/regulatory bodies**
    2. **Organisation wide awareness and undertakings on policies with zero tolerance**
    3. **Mechanisms for submission of online/offline students' grievances**
    4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

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

5.2 Student Progression

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

Response: 4.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
16	5	7	5	9

File Description	Document
Self attested list of students placed	
Institutional data in prescribed format	

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 50.23

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 108

File Description	Document
Upload supporting data for student/alumni	
Institutional data in prescribed format	
Any additional information	

5.2.3 Average percentage of students qualifying in state/national/ international level examinations

during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 31.33

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) year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
12	5	7	5	5

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
40	15	20	15	20

File Description	Document
Upload supporting data for the same	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 2

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) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	02	0	0

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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)

Response:

There is duly recognized and democratically elected Student Body in the college. After the completion of admission process, an order is issued by the College Principal deploying the staff for electing the Class Representatives (CRs) from amongst all the sections of the students.The elected CRs (class representatives) elect the Head Boy And Head Girl from among themselves and finally a student's body is formed.

The Student Body avails friendly atmosphere and liberty for raising genuine demands of the students and college administration also seeks their cooperation in sorting out many student related issues like strict compliance to wearing of uniform, maintaining discipline and avoiding unnecessary usage of mobile phones inside the college campus. Students are given exposure to involve in administrative, co-curricular and extracurricular activities by including them as members of the committees. Students are given due represtation in various college committees like College Development Committee, NSS Advisory committee, Anti-Sexual Harassment Committee, Library Committee, Sports Committee, Cultural Committee, Internal Quality Assurance Cell, Grievance Redressal Committee.

Student Body promotes and encourages the involvement of students in organizing various sport events, social initiatives and community outreach programmes and recreational activities of the college.

It will be pertinent to cite a few instances speaking about the active role of student body in the college. The remedial classes for weaker students were also arranged by the college administration. The Student Body also extends helping hand during local, state and national problems like floods, unwarranted accidents and medical help requiring financial assistance and blood by collection from the students. The Student Body also supports the college administration in finding the amicable solutions to various issues of rare but expected occurrence with some students such as habitual irregularity, arrogance and mutual conflicts.

Apart from this, the students are motivated for self – learning by joining through courses like NBTET and MOOC.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 39.6

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
90	45	18	20	25

File Description	Document
Upload any additional information	[View Document]()
Report of the event	[View Document]()
Institutional data in prescribed format	[View Document]()

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

Response:

The college has a registered Alumni Association with the office of SRO Nowshera bearing Registration Number 20210000096322.The College provides both online and offline modes for registration of its Alumni with the association. Institute takes Alumni Feedback to improve the functioning and services of the organization, curriculum, infrastructure etc. Alumni Meet is organized in the institute to network and collaborate with the Alumni. Our Alumni Association works as a partner to bridge the gap between the society and academics. Alumni also extend support in placement, plantation in the campus, organization of various activities and continue to bring a good name to the organization. The college also has an online group known as "Alumni of GDC Nowshera", where alumni of the institute stay connected with the institute.

File Description	Document
Upload any additional information	[View Document]()
Paste link for additional information	[View Document]()

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

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

The institution was sanctioned by the state government in 2008 to fulfill the aspirations of the rural youth living at or close to the actual line of control. The state government is committed to provide Higher Education to the students at their doorsteps so that they are empowered to face the challenges of future successfully and confidently after gaining quality education from this institution.

Vision:

In the ever-growing competitive international scenario, this college envisages the vision:

- To impart quality education based on values and socio, cultural and political ethics.
- To create an enabling learning environment to promote the standard of education in general and that of the women in particular.
- To achieve the heights of academic excellences to transform the student community into valuable national assets to meet the global challenges.
- To foster competence among the students by inculcating moral values, skills, technological know how and a relentless quest for achieving excellence.

Mission:

- To enrich the environment of the campus by focusing upon personal and intellectual growth.
- To contribute in the process of sustainable development and betterment of the society.
- To uphold the institutional responsibility of not only producing the human capital but also its quality in order to harness the quality of the nation to meet the contemporary challenges.
- To strive to achieve quality standard by nurturing the young and dynamic citizens who are responsible for taking the country to glorious heights.

To strive to attain the mission and vision of the College the institutional set-up works in collaboration with the policy-framework announced by the State Government, the policy–framework of the Central Government as forwarded through the Government of J&K(UT). To fulfill the vision, the College follows a path of continuous work along with its monitoring and required modification in the following manner:

- Faculty members, under the guidance of the affiliating university, i.e. Jammu University, continuously engage themselves in framing the syllabi of different programs offered by the College in such a way that a liberal view about theory and practice can be presented before the students.
- Encouragement is provided to build up a true leadership quality among the students in a just and equitable way by engaging them in activities like Students' NCC. and NSS.

Initiatives are taken to organize the discussions, seminars debates, cultural presentations, patriotic, and nation-building activities so that students can feel themselves to be active participants in shaping up social

issues

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

In the hierarchy, first comes the Secretary of Higher Education Department, subsequently comes the Director College of Higher Education, and then comes the Principal of the college who acts as the Administrative Head of the institution. Since GDC Nowshera is a institute, all the major decisions are taken by the Directorate of Higher Education Department. The financial matters of the college are looked after by the Drawing and Disbursing Officer, i.e Principal of the College. To assist the Principal and for the smooth functioning of the college in a transparent manner, there are various committees like Examination Committee, Academic Committee, Discipline Committee, Development Committee, Purchase committee, IQAC etc. In total there are 26 committees. In order to decentralize the work of college administration the various committees are formed at the beginning of the academic year to support the system. Some of the functions of the committees are as follows:

1) The Examination Committee conducts the End Semester Examination in a year as per the University Datesheet and undertakes Internal Assessment Examinations. The internal assessment tests are evaluated by the concerned teachers; the whole record is compiled by the examination committee and submitted to the university.

2) The Admission Committee manages the process admission as per the schedule notified by the University of Jammu.

3) The Cultural Committee manages the entire cultural activites of the College. The committee prepares the students for all the cultural events to be performed on important National Days like Independence day , Republic day etc.

4) The Discipline Committee looks after the overall discipline of the college so that students follow the rules and regulations of the College.

5) The Anti-Ragging Committee and Internal Complaint Committee against Sexual Harassment strictly observed that the students are fully secured inside the College campus.

6) The Development Committee looks after the overall development of the college, including the infrastructure development.

7) The purchase committee is involved in the the purchase of various equipments, instruments, chemicals,

furniture, office items etc, after observing the codal formalities most of the items are purchased through GeM Portal.

8) The Literary Committee encourages students to participate in various literary activities like Debates, Symposia, Seminars, Group Discussions etc. in the college campus and also in various inter-college competitions.

Apart from these Committes, the College has an Internal Quality Assurance Cell (IQAC) which promotes the quality culture in the College throughout the academic year, all the committees participate to resolve the concerning issues in the interest of the institution and every committee member has the freedom to participate in decision making. The students take an active part in the various activities inside and outside the campus. This results in the effective and proper execution of the work and promotes cooperation between management, staff and students. The Heads of the various departments are responsible for the day to day administration of their respective Departments.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Being a govt. institution all strategic plans are taken by the Department of Higher Education, Government of Jammu and Kashmir (UT). However, some decisions can be taken at college level for the smooth functioning of the college. One such step is improvement and introduction of novel methods in the Teaching and Learning Process in the institution. The Academic Calendar is prepared by the IQAC.The Head of each Department formulates Departmental Time Table. In each semester the Head of the Institution revises the process of Syllabus completion, so as to ensure timely completion of syllabus. Time to time extra classes, revision classes are also taken to complete the syllabus in time. Special Attention is paid for slow learners and Advance learners. They are identified at the start of the session. Study material and question papers of the preceding years are provided to advance as well as slow learners. Guidance is provided to the students for writing answer. ICT enabled classes are also taken by the Faculty memebers to make the students understand certain difficult topics in the easiest way. Field visits are arranged by some departments to enhance the actual learning. Each department has been provided with computers along with internet facilities for the smooth functioning of the department. For the proper guidance of the students, there is a mentor and mentee system. Assignments and Sessional examinations are a part of continuous evaluation, group learning in some departments are practiced from time to time. The main purpose of each department is to enhance the knowledge and make the students aware of the modern education system. Library facilities are also rendered to the students.

File Description	Document
Upload any additional information	[View Document](#)
Strategic Plan and deployment documents on the website	[View Document](#)

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

Response:

The Principal as the Head of The Institution along with the members of the Teaching Faculty maintains a congenial academic environment in the college. Major policy decisions are taken by the Higher Education Department which are communicated to the college and implemented. In the college, Principal is the apex authority and he is assisted by the IQAC and other committees. The Principal executes the academic and administrative plans and policies with the help of different committees. In addition, the college has NCC and NSS Units as well as RRC.

Some of the important committees are:

1) Admission Committee

2) Examination Committee

3) Library Committee

4) Debate and Literary activities and Magazine Committee

5) Sports Committee

6) Discipline Committee

7) College Development Committee

8) Purchase Committee

9) IQAC Committee

10) Internal complaint committee against sexual Harassment

11) Anti Ragging Committee

12) Placement Cell

13) Canteen Committee

14) Student Welfare Committee

15) Local Fund Committee

16) Literary Committee

17) Cultural Committee

18) Student Scholarship Committee

19) IT Committee

20) Guidance and Counselling Committee

21) PMSSS Committee

22) RTI Committee

23) Advisory Committee

24) Road Safety Committee

25) NSS Advisory Committee

26) Red Ribbon Committee

Appointment- Appointment of Assistant Professors is conducted through Jammu & Kashmir Public Service Commission (JKPSC), Vacancies of Asstt. Professor are reffered to JKPSC by the Higher Education Department. PSC calls for applications from eligible candidates following the statues of selection procedure which comprises of written test and interview. Government of Jammu and Kashmir(UT) makes the appointment of Non-Teaching staff through Jammu and Kashmir Service Selection Board. Recruitment of Faculty on Academic Arrangement Lecturers is done by Higher Education Department through Nodal Priuncipal. Cleanliness, maintainance of lawns and Laboratories is done with the help of Local Fund employees and outsourcing employees.

Promotion Policy – Career Advancement Scheme (CAS) of the regular Faculty members is done by the special committee constituted by Higher Education Deppartment as per the norms of UGC.The promotion of the non- teaching is done as per the policies of the Government of J&K(UT).

Service Rules- All the employees of the college follow J&K Civil Service (conduct) Rules,2017

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

GDC Nowshera is a Government Institution and has to follow welfare measures provided to teaching and non-teaching staff as per the guidelines of the government of J&K(UT). The institution has various effective welfare measures for teaching and non-teaching staff. Some of them are:

1.The salary component and other monetary benefits are given as per the recommendation of the University Grant Commission/Higher Education Department for Assistant Professors and Associate Professors as per the SRO and by the UT of J&K for non-teaching staff, from time to time.

2.Annual Increment@ 3% is given every year for every teaching and non-teaching staff of the college.

3.Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government.

4.The Assistant Professors and Associate Professors after completion of Ph.D. degree receive monetary benefits as per the recommendation of the UGC

5.Faculty members are encouraged to participate in the Orientation Programs/ Refresher Courses/ Seminars/ Workshops. Non-teaching staff is also allowed to undertake various training programs for enhancing their professional knowledge.

6. GPF/NPS facilities, Gratuity Pension facilities, Group Life Insurance are provided to both the teaching and non-teaching staff. They also enjoy other benefits like House Rent Allowance, Dearness Allowance.

7. There is a provision of GPF advance without interest for teaching and non-teaching staff.

8. Medical reimbursement as applicable for gazetted officers is there for the Principal, Associate Professors and Assistant Professors. On the other hand, monthly medical allowance is provided to the employees.

9. Both teaching and non-teaching staff can avail Casual Leave, Earned Leave, Medical Leave, Child Care

Leave, Maternity Leave, Paternity Leave, study leave as per state rules.

10. Since the College is situated in Border area (LOC) there is also a provision of Border Allowance for the Teaching and Non- Teaching Staff.

11. The College has also prepared DPR for Principal and Staff quarters to provide accommodation to the teaching and non-Teaching staff coming from far-flung areas.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 2.14

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 14.82

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

2020-21	2019-20	2018-19	2017-18	2016-17
12	2	3	0	2

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

Performance Appraisal is the most methodical way of evaluating the performance of an employee. It makes the employee more liable to the work that he/she performs. It also inspires the teachers to undertake research based work to enhance their knowledge. The Performance Appraisal System is conducted centrally by the Directorate of Higher Education Department. For this purpose, the Gazetted officers are given the Annual Performance Report (APR) format for their self-appraisal annually. The APR is assessed by the Principal and is then sent to the Directorate of Higher Education Department for further action. On the basis of these APR,promotion is given to the Teacher under Career Advancement scheme. Promotion of the Non-Teaching Staff is based upon their seniority and recommendation of the Principal and is done on the recommendation of the screening committee constituted by the Higher Education Department from time to time. However, to make the non-teaching staff aware of different advancements made in the official matters, they are deputed for various training programmes to enhance their potentiality.

Self Appraisal forms also filled every year.

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

GDC Nowshera is a Government Institution and the funds for the various developmental activities, upgradation of infrastructure and office expenses are provided by the higher education Department under Revenue Budget and Capex Budget. The funds provided under a particular head are to be used for that purpose only and cannot be diverted to the other Head by the college. The expenditure is done in a transparent manner involving the Purchase Committee and observing all the codal formalities for purchasing first preference is given to GeM portal to procure the items/services. The cashbook under different Heads is maintained properly by the Account Section of the College and regularly monitored by The Principal. At the end of each month the bank statements are obtained and cash books are compared with bank statements. In this way internal audit of the College is carried out .The office of the Principal may seek external audit as and when required with the permission of the Higher Education Department. Normally the Department initiates Audit in colleges where the Audit Cell of the department takes necessary measures. Sometimes the Department of Audit is also entrusted with the work. The spectrum of audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government. Allowances like HRA, medical; travel, etc. are also subjected to audit clearance. There is also a provision of a special audit like any other government department. The Office of the Account General is also invited for audit work as and when decided by the Department and government. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of J&K (UT). The college maintains it's Cash Books and Stock Registers as per the guidelines followed in the government offices. Accounts are maintained by the Accounts Section of the college which are checked and supervised by the Drawing and Disbursing Officer (DDO) regularly. External Financial audits are conducted by the Directorate of Audit, Government of J&K (UT) and Accountant General (Audit Office), J&K (UT), Government of India separately. The last external financial audit was conducted in Aug 2021 by the office of the Accountant General, J&K (UT)

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)

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

Response:

The availability of funds is essential for any organization, society, family, or co-operatives but the mobilisation of funds is even more important. If the mobilisation is in the right direction and well-co-ordinated then the level of progress is high, otherwise, it becomes ineffective even though the funds are available. Therefore the mobilisation of funds is important for the development of any organization.

The Principal, who is the Drawing and Disbursing Officer (DDO) of the college monitors the use of the Funds received from the government through discussion with the Development Committee and Purchase Committee. The Government funds are looked after by the Drawing and Disbursing Officer in cunsultation with Coordinator of Purchase Committee, and Development Committee. The allocated funds are utilized for the purpose they are released after meeting the codal formalities to purchase equipment, chemicals, organize seminars, workshops and conferences, etc. The Principal makes recommendations for better handling of resources and effective mobilization of available funds for the betterment of the students, teaching and non- teaching staffs. The Purchase Committee follows all the formalities for the utilization of the funds. Quotations are sought and then followed by the required formalities, for utilization of funds, steps are taken. A supply order is given to the vendor for the purchase of any material. At times purchases are made by the purchase Committee through GeM portal Up to 2.50 lakhs, the Principal can call tender but if the purchase is above 2.50 lakhs purchase has to be made by e-tender. Recently the Department of Higher Education instructed the college to make the purchase through GEM. Beneficiaries are added to the software and the payments are made online through the Public Finance Management System (PFMS).

An institution is not recognized by its infrastructure but by the success of students studying in it. Therefore some fund are invested on the purchase of books, Lab apparatus, sports equipments, Co-curricular and extra-curricular activities.

For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. The institution has gardens which are maintained by the college. For maintaining and upgrading the facilities provided to the college there is a fund for electricity, water, telephone and internet facilities. To upgrade the knowledge of students, teachers, and employees, various programs are organized for which funds are provided by the college. Some percentage of funds is also kept for miscellaneous expenses.

File Description	Document
Upload any additional information	[View Document](#)

6.5 Internal Quality Assurance System

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

Response:

The Internal Quality Assurance Cell (IQAC) monitors all the efforts of the college towards excellence in different areas. In the begning of each academic session, IQAC chalks out an action plan for the next academic session which is followed in letter and sprit.The institution has a sufficient number of committees and cells headed by a Coordinator assisted by a few members which contribute to overall qualitative changes in the College. IQAC conducts academic audit (internal) of the college to review the academic achievements of faculty members , departments, documentation of the various programmes/activities of different units of the College. It also collects and analyses Feedback from the Students,Teachers, Alumni and Parents which is regularly updated on the institutional website. Measures and strategies to be implemented for quality assurance are regularly discussed in the IQAC meetings. Following are the example of two practices implemented as quality enhancement measures:

1. **Advance Action Planning:**

In chalking out the action plan, all HODs, Conveners/ Programme Coordinators of all Committes/Units are invited in the meetings of IQAC. After thorough discussion, the future plan of action of IQAC is prepared.

2. **Students' Satisfaction on overall Institutional Performance:** The Internal Quality Assurance Cell of the College conducts a manual/Online student feedback system on overall institutional performance regarding the teaching-learning process, evaluation process, library services and administration by the College from all the students. Student's responses are analysed by the IQAC Committee and feedback is discussed in the meeting of IQAC with Head of the Departments. The feedback report is submitted to the Head of the Institution for further necessary action.

It improves the student-teacher relationship; helps the teachers to improve their teaching-learning methods; creates a healthy communication between the students and the teachers; develops the skill of evaluation; helps the college administration to improve services and facilities in diverse areas like library, drinking water, cleanliness in the classrooms and toilets etc.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

1. The College reviews its teaching learning process and learning outcomes at periodic intervals through IQAC. HODs hold the departmental meetings and also take informal classroom feedback apart from the Student Satisfaction Survey (SSS) to review the teaching process of the department so that the requisite steps can be taken for further improvement. Student feedback/ SSS on teaching-learning and evaluation process is collected and analysed on a regular basis by IQAC. The feedback report is coordinated to the Head of the Department and also discussed in the IQAC meeting which helps to take required steps. The sessional examinations on a regular basis help in assessing the learning outcomes.

   2. Another example of implementation of teaching learning reforms facilitated by IQAC is an enhanced use of ICT in teaching and learning process. The goal is to make the teaching learning process more learner-centric. All the departments integrate Information Technology with teaching learning process. Classroom lectures are supplemented with the use of Audio-Visual Aids such as LCD Projectors, Power Point Presentations etc. Besides, the students are made aware of the use of e-books and e-journals. The students are also provided with various web links related to their topics of study.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - 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 last five years.

Response:

The Govt. Degree College Nowshera is a co-educational institution and is aware of the burning issue of gender equality. The institution is well prepared to handle and respond to gender sensitive issues. In order to provide safety and security to the female students, an Internal Complaint Committee Against Sexual Harassment (ICCASH) has been constituted for redressal of grievances. The ICCASH stays alert all the time to prevent any sexual abuse towards the students and workers.Anti-ragging is the supervisory and advisory committee in preserving the culture of ragging free environment in the college campus.

The rules and regulations of our institution regarding admission, administrative functions and other academic activities safeguard the interests of the students and staff members without any discrimination to their gender. The college provides safety, security and counseling facilities to both male and female students as well as staff members through its well-defined equality, diversity and non-discriminatory policy. Whole campus including library and classrooms are equipped with CCTV cameras to avoid any untoward incident.

The college ensures the participation of girl students in intra and inter-college sport competitions, cultural events and other co-curricular activities. The college also conducts a number of activities regarding Gender Sensitivity.

As far as the curriculum is concerned, the skill enhancement course **Gender Sensitization** is in the syllabus of the third semester in sociology. In the syllabus various topics which are related to promote the gender equity are included. In this skill enhancement course, the topics related to the problems of women are selected and given to the students for the project work. The surveys related to the projects are generally conducted in the neighborhood villages adopted by the NSS and NCC unit of the college (Village *Hanjana* and *Dabbar Potha).*

The college provides an environment of safety, security, trust and mutual respect to lay equality and diversity and ensure that the implementation of the strategic intents is fair and inclusive.Various activities have also been conducted by the Psychological Counselling Cell, Career Counselling Cell and Placement Cell of the College which not only provide the moral support to our students but also provides information and awareness regarding Job Opportunities irrespective of Colour, Casteism and Gender.

Various co-curricular activities related to gender equity such as Seminars, Symposia rallies and Poster Making Competitions organized by the college are:

- **Celebration of International Women's Day**
- **Seminar on Women Empowerment**
- **Rally on the *"Beti Bachao Beti Padao"* Programme**
- **Seminar on the Importance of Women in Society**
- **Seminar on Crime Against Women**

- **Symposium on the Changing Role of Women in the Modern Era**
- **Essay writing competition on Gender Inequality**
- **Rally on Save Girl Child and Educate Girl Child**
- **Importance of Women Education**
- **Sport activities for the girls.**

File Description	Document
Annual gender sensitization action plan	View Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

Solid waste management

Nurturing Environmental Consciousness is the aspiration of Govt. Degree College Nowshera and the college has undertaken certain steps to properly manage the solid waste management. The College has organized various awareness activities and programmes related to solid waste management under" **Swatch Bharat Abhiyan"** by NSS unit of the College.To keep the campus neat and clean, the college has installed dustbins at different locations of the college campus, for proper disposal and segregation of Biodegradable and Non-biodegradable waste at source. Bio-degradable waste is put into the Compost Pit made especially for preparing manure in the college campus.

The NSS volunteers also clean the college which is a part of their routine activity. "Shramdan" is also organized as an activity where every staff member and student donates at least two hours for the cleanliness of the Campus. The college is proud to say that minimum waste is generated in the campus. The key operations of the college have very low impact on the environment as the college is very conscious of managing waste. The waste generated by all kinds of routine work carried out in the college includes papers, plastics, foods etc.

Solid waste Management is also included in the curriculum of the subject Environmental Sciences as a **Skill Enhancement Course** in the Semester 3rd. In addition to this, many other courses which are related to environment and Sustainability are also included in the subject Environmental Sciences such as, **Environmental Studies, Environmental Impact Assessment, Environmental Pollution and Management and Environmental Hazards: Concept and Management etc.** As a part of the Curriculum, different project works are given to the students. Students prepare different useful articles out of the solid waste material available at their homes.

Liquid Waste Management: -The sewage emanating from the various washrooms and pantry units is drained through underground pipes and dumped initially in septic tanks. The said process leads to scientific disposal of liquid waste.

E-waste management-

E-waste cannot be disposed off without the permission of the Government. However, the college disposes off e-waste in a planned way. Non-functional computers, non-functioning digital apparatus like Mother Board, Hard Drive and other office E-wastes are stored in a separate room.

Biomedical waste management, Hazardous chemicals and radioactive waste management are not genrated in the college.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**

3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)

7.1.5 Green campus initiatives include:

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

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: D.1 of the above

File Description	Document
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for 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

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

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 500 words).

Response:

India is a country of a multi-ethnic culture where people belonging to different religions, races, cultures, and languages live together harmoniously. Keeping this in mind, GDC Nowshera tries to maintain harmony and try to create goodwill among students. Most of the students taking admissions in the college are local and belong to nearby places.The admission process is carried out as per the Jammu University Statutes.

Admission is done on the basis of merit of the last qualified examination. Additional 5% weightage is given to the students belonging to the reserved category like SC, ST, OBC, ALC, PWD etc. In major extension activities participation of faculty, students and non-teaching staff is commendable. Each and every student along with faculty members are fully involved in the National Integration programmes,National Festivals andAwareness Rallies. The boards of environmental awareness, social harmony, unity, and moral values are displayed in the college campus. The institute plays an effective role as a catalyst in the area to maintain peace and national integration**.** The College prospectus has clearly mentioned the rules and regulations reflecting the secular principles of the constitution which emphasizes upon inclusiveness in all its functioning.

Almost all the cultural programmes on special occasions like Republic Day, Nowshera Day,Big.Usman Day,Teacher's Day and Independence Day depicts the rich cultural heritage of the region. The minority groups have greater participation in such programmes. The college faculty plays an important part in holding students accountable for accepting contrary view points and being open to differences. They have an impact on the college community by modelling openness and developing inclusive socio-cultural fabric of the College. For instance, the College sensitizes the students regarding the benefits of unity in diversity for the progress and prosperity of the country. The college regularly organizes different activities for inculcating the values of tolerance and harmony towards cultural diversities. These activities have a very positive impact on the society.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.

Despite the teaching processes the teaching and non-teaching staff of the College is deputed for the conduct of elections for Lok Sabha, State Assembly, Panchayats and Municipality when required.

Gazetted staff (faculty) is being appointed as Presiding Officers, Nodal Officers, Magistrates, Counting Supervisors in Lok Sabha and State Assembly elections by District Election Officer/District Magistrate. In Urban Local Body (ULB) elections, the staff is being deputed as Returning and Assistant Returning Officers, where as non-teaching staff as Polling Officers.

District Magistrate appoints senior faculty as nodal officers and magistrates for constitutional obligation duties to facilitate smooth and fair conduct of elections. The College provides trainers and accommodation for the conduct of election related trainings.

The NSS Programme Officer organizes Systematic Voters' Education and Electoral Participation (SVEEP) programmes in the campus to ensure greater participation of students for a stronger democracy. On this day NSS volunteers hold rallies, distribute pamphlets and electoral registration forms among students. SVEEP, is the flagship program of the Election Commission of India for voter education, spreading voter awareness and promoting voter literacy in India

Our institution takes all possible initiatives in organizing various events and programmes for moulding the students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country. As responsible citizens of the country, the students are motivated to take part in various activities of the college. The college encourages, study tours for them that make them understand the importance of protecting the cultural heritage of the country. The college has also conducted special lectures on "Move towards Constitution" where subject experts enlightened the students about importance of the Indian Constitution and how we must work in the direction of saving our constitution. The students have taken up many cleanliness drives both inside the campus and nearby villages considering it as a responsibility of every citizen. The students have also taken up Plantation drives to provide a clean and green environment for all**. Swachh Bharat Abhiyan** has also been an important initiative taken up by the college where we have organized awareness rallies for the students and took a tour in entire town to create awareness among all. The college has also conducted Voter awareness programme for all the students and were sensitized about their constitutional powers of voting. The students of political science study constitution of India as a compulsory paper which sensitizes the students about constitutional obligations. Every year Republic Day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated each year to commemorate nation's independence struggle and the importance of Indian constitution.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>View Document</u>

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.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

File Description	Document
Code of ethics policy document	<u>View Document</u>
Any other relevant information	<u>View Document</u>

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

GDC Nowshera celebrates various national and international, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among the people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

Republic day- The institution celebrates Republic Day on 26thJanuary every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. This is a day to remind the students about the constitution of the country and the need to abide by it at all times. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized.The day is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti is celebrated every year on 2ndOctober to understand the ideology of our great leader Mahatma Gandhi. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and non-violence and inspire them to contribute towards the peace and prosperity of the Nation.

Martyr's Day is observed every year on 30th of January to salute the Father of the Nation and the other martyred soldiers.

Sadbhavana Diwas is celebrated on 20thAugust every year to commemorate the birth Anniversary of Rajiv Gandhi.

International Yoga Day is celebrated on 21st June every year. The department of Physical Education organizes a yoga camp for the staff and studentsand speech is delivered, explaining the importance of Yoga exercises for the fitness of the body and also on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Voters Day is celebrated on 25th January wherein the students are motivated to take part in the election process.

Teacher Day National teacher day is celebrated on 5th Sept. every year. It is celebrated on the eve of the birth anniversary of India's second president, Sarvapalli Dr.S.Radhakrishan.

File Description	Document
Geotagged photographs of some of the events	[View Document](#)
Any other relevant information	[View Document](#)
Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice – 1

Title of the practice:

Promotion of Environmental Consciousness

Objective of the practice:

The objective of the practice is to create a better learning atmosphere which makes the environment carbon neutral and helps to maintain a healthy atmosphere in and around the college. It fosters a sense of connection to the natural world, promotes sustainable development and encourages conservation of irreplaceable natural resources and vulnerable plants.

Context:

The College is conscious about undertaking plantation work and maintaining cleanliness in and around the campus which has a good effect on the overall environment of the college.

Practice:

Plantation and Afforestation are the need of the hour for maintaining a healthy and pollution free environment. Plantation practice is one of the most important and healthy practices that the college performs at regular intervals and so the college campus is lush fully green. The plantation area of the College is spread over two Gardens with diverse plant species and colorful seasonal flowers. A canopy of large leafy trees provides shade and a beautiful ambiance to the entire surrounding. To make the campus ecofriendly, various initiatives have been undertaken by the College. The College arranges special programs for generating awareness among students.

1. Faculty of Botany Department arrange field trips for students in order to help them in taxonomic identification of plants. In addition to this, the students are also acquainted with the plant species growing under different ecological conditions.

2. The NSS unit of the College undertakes various activities related to environment like organizing a talk on several aspects, plantation drives,anti-plastic awareness campaigns,cleanliness drives etc.

3. World Environment Day is celebrated every year by the Department of Botany and Environmental Sciences in order to raise awareness related to different issues of environment.

4. NSS Unit, NCC Wing and Students' Representative celebrate annually Van Mahotsav Week.

5. Cleanliness drives under "Swachtta-Hi- Seva" within and outside the college premise.

Evidence of success:

Plantation offers important environmental benefits. Due to the continuous efforts of the faculty and the students, the college campus is totally plastic free. By the plantation drives many plants are planted in the college premises, which has resulted into a green and a pollution free environment inside the college. Further it has added to the beautification of the college premises.

Problems encountered and resources required:

The problem arises with regard to irrigating certain areas of the garden in the summer season. The main problem regarding the maintenance of these gardens is limited funds and lack of technical staff. The college has to maintain Lawns and Trees with limited funds.

Best Practice –2

Title of practices: - Campaign Against Drug and Substance Abuse

Objective: --

I) To develop among youth a sense of responsibility towards society.

II) To create awareness among students and community about Drug De-Addiction through Education.

III) To help the individuals to acquire knowledge about consequences of Drugs and Substance Abuse on health of abusers and its impact on the society at large.

IV) To motivate the students to get actively involved at all levels of awareness.

vi) To build confidence among youth to fight Social Evils.

The Context: -

Govt. Degree College Nowshera is determined to eradicate the major social evils prevalent in the society.Therefore, we engage our students and local community to spread awareness about drug abuse which is a major problem of youths in present scenario.

The Practice: -

Among many Youngsters, drugs and alcohol are very easily consumed and often seen as a natural part of everyday life.The college has experienced that this curse is also prevalent in the surrounding community as surveys conducted by Narcotics Control Bureau have reported high frequency of drug abusers in the District. As a result, District Rajouri has been kept under Red List. Keeping this in mind, various awareness initiatives are taken by the college within the campus as well outside the campus to curb this menace. The College has also involved other organizations to further strengthen the campaign such as various Heads of Villages, Police Department, Social Welfare Department etc. In this regard, various Seminars, Symposia, Workshops and Outdoor Campaigns are organized.

The initiative entitled "Fight against Drug and Substance Abuse", is implemented in the institution in very efficient manner. There is also a seprate "Anti-Drugs and Rehablilitation Cell" to monitor and counsel the students. As an outcome of the initiative, the District Police and other organizations also join hands sensing the severity of the problem. UNDP also judged one of such event and awarded the cash prizes amounting to Rs. 3100, 2100 and 1100 to top three winners.This event was also published as a Success Story in "India Today".

Evidence of Success: -

The major influential positive effect of the different programmes that were held in college regarding the Drug De-addiction is that our college students are know aware of the grave consequences of Drug and Substance Abuse. A few students have been identified as Peer Educators to spread the message to the society. Awareness campaign on Drug De-addiction in adopted village has spread awareness among the villagers also which shall help them to monitor their wards.

6) Problem encountered: -

Problem: - Lack of data of drug abusers, lack of encouragement among abusers due to stigma, danger to whistle blowers by drug nexus.

Resource Required: -Funds required to carry out large scale Counselling and Awarness Activities.

File Description	Document
Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Earning while Learning

Vision, Priority and Thrust.

  The college aims to improve the economic condition of the students of this rural area by adopting some measures in order to bring about the economic progress. Keeping in view the the demand of the local community, our college has its own mission to enhance the economic condition of the students. As far as our Mission and Vision is concerned, college always tries to bring the distinctiveness in the work.

Though poor economically, the students of our college are not poor in talent, knowledge and humility. Our College Staff recognize their talent and encourage them to participate in National and State level sports and to get their place in merit list at university level. The priority of the college is to provide quality higher education aimed at enhancing the required knowledge and skills. This institution was established in the year 2008. The main aim was to provide an opportunity to the rural students of this area especially the rural girls students to pursue the higher education for their economic upliftment and progress of the family.

In accordance with mission statement HEI gives exposure to the rural students to get an opportunity to participate in every curricular, extracurricular and extension activities. Student welfare offers them the schemes to earn on their own by participating in "earn and learn scheme" to fulfill the partial fees of the education.

The college also offered the skill courses to the students which help them in earning so that they become self-reliant in future. The college has signed the MOUs with the **Central University Jammu** and offered the Course of **Beauty and Wellness** to the girl students, which is the major initiative of the college administration for the rural girl students who are poor and are not able to get the training of such courses because of huge amount of fee.

Another MOUs is signed with the **National Institute of Electronics and Information Technology (NIELIT**) of the **University of Jammu** and offered the "course on **computer concepts"** to the students. As the knowledge of the computer in today's life is very much essential for each and every student.To cater the needs of the present time situation the course is offered to the students.

With a goal to give hands on training to UG Students, Department of Botany, GDC Nowshera regularly

organizes "**Workshops on "Cultivation Technology of Mushrooms"**. A large number of students and staff members of the college participate in these workshops with great enthusiasm. The main purpose of organising such workshops is to provide hands on training to the students of rural area so that they can use this skill for raising their economic condition. In addition to this, the students of Skill Enhancement Course Botany (Mushroom Cultivation Technology) are also trained in preparation of various value-added foods from Mushrooms such as Pickles, Catchups, Nuggets, Chips, Soup powder etc. These trained students can prepare and sell these mushroom products in order to raise some earnings.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The college has a lot of scope for the development in near future. The college is going to introduce NEP as per the directions of the Higher Education Department. For the effective implementation of the New Education Policy the Government has already framed a committee including the members from the University of Jammu for drafting proposal as well as guidelines for the implementation of the NEP-2020.

Moreover the College has already taken many initiatives for the development of the infrastructure. The College has already submitted many DPRs like DPRs for Girls hostel, Principal Quarter, Staff Quarters, Academic Block, Multipurpose Hall, Sports Block with Gymnasium Hall, Repair and Renovation of the existing building. The development work of the College playground is under construction, the leveling of ground is almost complete and having a provision of Basketball Court along with Badminton Court. The construction work of the college Canteen is almost complete. The construction work for the parking sheds both for staff and students is also under construction.

The College is planning for the introduction of commerce as well as more subjects from the new Session. Moreover the government has already directed for the proposal for starting Honour Courses in some Subjects.

Concluding Remarks :

- The college's main objective is to provide education that is driven by quality and excellence. The curricular philosophy of the college affiliated under Jammu University is realized by defining programme outcome, programme specific outcome and course outcomes that bring out the desired competencies expected in different higher studies or professionals
- No development is complete without a feedback from stake holders especially students. This feedback are collected, analyzed and action are taken which help to fulfill and rectify the drawbacks
- Govt Degree College Nowshera lays great emphasis on building a highly competitive environment conductive for academic excellence and extracurricular accomplishments.
- Various committees are formed involving all members of teachers for smooth functioning of the College.

- Activities organised by the college also facilitates interaction among students from different disciplines. All activities in the college are driven towards attaining the mission of nurturing self-reliant students with a strong sense of community responsibility.
- The vibrant culture of community outreach at GDC Nowshera College inculcates a strong spirit of inclusivity and civic ecology among students. This balance in curricular and extracurricular engagements fosters a holistic development of students.

- Despite certain weaknesses and challenges, College strives to offer lucrative opportunities and provide the finest infrastructure and facilities in its pursuit of excellence. The staff and student community continue to work consistently towards realising its Vision and Mission.