



# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**GOVT GANDHI MEMORIAL SCIENCE COLLEGE  
JAMMU**

CANAL ROAD, JEWEL CHOWK, JAMMU  
180001

[www.ggmsciencecollege.in](http://www.ggmsciencecollege.in)

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**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Govt. Gandhi Memorial (GGM) Science College, Jammu, a heritage college, is one of the premier institutes of higher education instrumental in developing leaders with a global mindset, academic excellence, the highest spirit of national service, contribution in science and technology, and a great sense of social responsibility. The college, since its inception in 1905, has been persistently producing eminent personalities who excelled extraordinarily to reach the acme of their chosen career and contributed to society in diverse spheres of life.

This college was announced in 1905 by His Highness, Maharaja Sir Pratap Singh, a benevolent ruler and a great visionary of his times, who created this as the first institution of higher learning in the entire Jammu region. It was first named as “Prince of Wales College” to commemorate the visit of His Royal Highness Prince of Wales (the future King George V) to Jammu. The college started functioning from the Ajaibghar building (the present Legislative Assembly) on 20th April 1907, with 26 students on its roll and Prof. R.N. Mukerjee as its officiating principal. It was affiliated to Punjab University, Lahore in May 1908 with courses in Science, Humanity, and aArts. The foundation stone of the present building was laid down by Sir Francis Young husband, the then Resident of Kashmir on 16th December, 1910.

The college was shifted to the present campus on 18th September 1912 and started to excel academically. Post-independence, in 1954, the college was renamed as Govt. Gandhi Memorial Science College as it exclusively started catering to science subjects. The college is recognized by UGC under Section 2b & 12f of the UGC Act (1956) and remained affiliated to the University of Jammu, Jammu until 2017 when it became one of the constituent colleges of Cluster University of Jammu (CLUJ). The college has evolved progressively through its rich cultural heritage and is striving for recognition as an institution with “Potential for Excellence” .

The college is the first choice for students seeking to gain higher education with diversified skills-set through a blend of fundamental and applied science streams necessary for success in the contemporary global world of science, information, and technology. The primary focus of the college is nurturing the students, sharpening their skills, building their foundation of knowledge and facilitating their learning needs, promoting their career to the highest level, and cultivating the practice of looking beyond oneself for sustainable happiness. The college aims to follow Gurudev Rabindranath Tagore’s divine words in the true spirit,

***"The highest education is that which does not merely give us information but makes our life in harmony with all existence."***

***-Rabindranath Tagore***

### **Vision**

We envision to emerge as a premier institute of higher education transforming into an efficient, transparent, cohesive, and overarching seat of teaching-learning and creating world leaders in the field of Science, Research, and Innovation.

NAAC

## Mission

- To impart education of the highest standard through value-based holistic teaching and learning by integrating traditional methods with modern practices.
- To ignite a strong belief in hard work and core values of gender equality, human rights and ecology in the young minds to make them socially responsible citizens and contribute constructively to the society and country.
- To equip students with the skills needed to adapt better to the changing global scenario and gain access to multiple career opportunities.
- To collaborate with other academic and research institutes in order to strengthen the education, research & innovation ecosystem in the college.
- To maintain and promote quality, transparency and sustainability in governance.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

**College Building-a Heritage building:** the college was first shifted to the present campus in September 1912. The college hostel was operational at the time of shifting and the college Library was built in 1940. The college building received “Heritage Status” by the UGC in 2015.

**GGM Science College- a Brand:** the college is the most sought-after college for aspiring students wishing to acquire education in fundamental and applied sciences. The college is a brand in itself that has been consistently delivering education par excellence for more than a century and nurturing its students to strive and make significant contributions to the society.

**College Location- a Milestone:** the college is located in the heart of the city, sprawling over an area of about 54 acres with a lush green campus and build-up area of 37,200 sq. meters. The building is landmark in itself and enjoys a distinct locational advantage due to ease of its access.

A college with the distinctiveness of having "**Twin Academic Blocks**", one housing the office of Principal of the college and another one is the Secretariat of Hon'ble Vice-Chancellor of the CLUJ, besides providing offices to the Deans, Controller of Examinations and the Registrar.

**College Library- a Treasure:** equipped with a treasure of books, national and international journal subscriptions, access to NLIST/INFLIBNET, and digitization with internet connectivity.

**Infrastructure:** smart classrooms and Interactive Flat Panel Display (IFPDs) boards ,one in each department for effective teaching-learning activities, ample playing fields, parking slots, cricket stadium,a browsing centre,

hostel, Bank, multipurpose hall etc. are some of our strength.

**Distinguished faculty and Support staff:** highly qualified, motivated, and professionally strong faculty with national and internationally recognised teaching and research experience. Excellent capability of non-teaching/administrative staff to adopt new trends and deliver at any point in time.

**A Hub for Diverse Student Base:** a pool of student community with academic excellence, extra-curriculum activities, and sports competitions, etc.

#### **All-encompassing Education Beyond Curriculum.**

- Vast sports infrastructure and multiple playgrounds
- Motivated and dedicated volunteers of National Cadet Corps (NCC) and National Service Scheme (NSS)
- An active Women's Studies Center (WSC)
- Student Mentoring and Psychological Counselling Cells
- A vibrant Career Counselling and Placement Cell
- Effective Grievances redressal mechanism.

**Eminent and Celebrated Alumni:** the college, since its inception, has been producing leaders in Sciences, Govt. services, Corporate world, Indian politics, Defences services, Medicine, Judiciary etc.

#### **Institutional Weakness**

- Frequent transfers of teaching staff causes discontinuity in holistic teaching-learning process.
- Inadequate campus placement due to poor availability of the corporate sector in the region.
- Less opportunity for faculty to access entrepreneurial training to transform laboratory research into commercial exploitation and R&D collaborations.
- Research facilities in the college are still in the infancy stage.
- Digitization/Partial automation of the college administration (ERP solution)/Library.

#### **Institutional Opportunity**

- E-governance and automation; a gradual progression towards it.
- Faculty with research experiences at national/international forums needs to be tapped for interdisciplinary research opportunities.
- Inculcating research potential in students by introducing research-based courses. Owing to the urban location of the college, there is a great scope to generate favourable academia-industrial collaborations for vigorous extension activities and placement drives.
- Introduction of B.Voc Program in the college.
- Science labs with state-of-the-art infrastructure shall motivate students for strategizing their career in science and technology.

- An opportunity to acquire extra skill-sets through the addition of more skill-enhancing courses.
- Enhancing the sports infrastructure with state-of-the-art indoor stadium.
- An equal opportunity for access to information and facilities through MoUs
- Establishment of state-of-the-art ,research, Innovation and skill center in the college.

### **Institutional Challenge**

- Quality delivery in teaching with inadequate Teaching & Non-Teaching staff.
- Establishing skill-enhancing, research and innovation initiatives.
- Implementation of NEP 2020 in full scale.
- Capacity building initiatives of teachers in the latest ICT technology and teaching aids, need further scaling.
- Maintenance and sustenance of classroom ICT gadgetry.
- Digitization of old records and rare books.
- Full-scale functioning of College post-COVID-19.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The college strives to be an institute committed to the pursuit of academic excellence. It offers courses at the Under-graduate (UG) level in Sciences and Post-graduation (PG) in English and Geology. The college, being a constituent college of CLUJ, delivers the curriculum framed and approved by the CLUJ through the respective Board of Studies (BOS). The curriculum includes Core Theory Courses (TC), Discipline-Specific Elective (DSE) courses, various Skill-Enhancement (SEC) courses and Practical courses (PC). The choice based credit system (CBCS) has been implemented in all programmes (UG/PG) that offer students to opt for courses of their choice. The senior faculty members of different teaching departments are the members of their respective BOS at CLUJ and keep a clear focus on current learning needs that are presented in course-specific objectives. The college also prepares an academic calendar in accordance with the academic calendar of CLUJ, which schedules the beginning of classwork, internal assessment, end semester examinations and other institution-level activities. The different teaching departments of the college strive for effective curriculum delivery through a combination of time-tested and innovative methods. The faculty adopts blended learning approaches in teaching to make it more effective. The subject teachers regularly arrange study tours and field visits for inculcating scientific temper and encourage experiential learning in students. The college is primarily a college of sciences and has to essentially implement the curriculum prescribed by the affiliating CLUJ, however, to integrate professional ethics, gender sensitization, Human values, environment and sustainability into the curriculum, at the college level, the curriculum is supplemented by organizing guest lectures, workshops, awareness programmes, competitions, etc. In this way, the college uses a blend of theory and practice for the holistic development of students. Regular meetings of the HOD's of the department with the Principal are held to monitor effective curriculum delivery, to address any difficulty faced in curricular transactions. Since the curriculum is central to the quality of higher education, regular feedback is also obtained from teachers, students and alumni to make the teaching-learning process more effective.

### **Teaching-learning and Evaluation**

The college has a student strength of over 3500 and students hailing not only from Jammu and its adjoining areas but also from the far-flung areas of UT of J&K and Ladakh. The college caters to students from diverse socio-economic backgrounds and hence is rich in socioeconomic and cultural diversity. The admission process is online merit-based and is both transparent and flexible. It ensures student choice to the maximum level. The admission process is in strict adherence to national and state educational reservation provisions.

At the time of admission a series of counselling and guidance sessions are held by the college, where the students are mentored and advised to choose subjects of their interest by assessing their abilities and interests. After admission, general orientation and induction programmes for students with their mentors are arranged. Since the approach of college is student-centric, therefore, the college always provide a congenial atmosphere to students and to concentrate on their overall development and . The academic calendar is prepared in line with the CLUJ and teaching plans are also followed. The college has 122 full-time teachers which include both permanent and academic arrangement teachers, 74 of them are Ph D. Continuous capacity building of faculty is done by encouraging them to attend various FDPs. Looking into the need of the hour, college has adopted various ICT tools to enhance conventional teaching-learning and to make it more user friendly and interesting. The college library is digitalized and has access to e-journals and e-books, establishment of e-resources in the college library and major departments of the college ensures the availability of e-content. The student mentoring system is operational in college with a ratio of 1:40. The college has a transparent Internal Assessment system for which all regulations are framed by the CLUJ. Grievances related to internal assessment and exams are sorted by the concerned departments. Teaching and evaluation are supplemented by online platforms viz. G suite, Zoom, WiseApp etc.

The learning outcomes of all courses as well as programmes are identified and built into the curriculum of each discipline and students are made aware of the same.

### **Research, Innovations and Extension**

The college consistently tries to develop the research culture among the students and the faculty by encouraging them to participate, present research papers and act as a resource person. The college also encourages the faculty to write research proposals for financial support from various funding agencies such as UGC(01), DST and JKDST. The college faculty have published research articles (132), written text books (86), filed patents (3), participated orientations/refresher courses. Faculty development programmes/ conferences/ workshops/ symposiums/ seminars and fellowships enrich the faculty. Some of the UG/PG students are involved in research related projects as a part of their course curriculum. Extension lectures, skill based field trips and tours at state and national level, workshops are conducted on routine basis during each academic session. To meet the need of providing learning resources to students and faculty online, the college has subscribed to N-LIST e-resource facility.

Extension activities give students an opportunity to learn collaboration, teamwork, leadership skills and the importance of working together despite differences to reach a common goal. The college encourages the students to participate in different extension activities through awareness programmes, field visits, participation in seminars/ workshops/extension lectures, projects and sports in small groups are reinforcing life skills and also fostering social responsibility among the students. Value of caring and sharing with the underprivileged encouraging a lifelong journey of community service involving assuming social and civic responsibilities. The local community is benefitted by the various outreach programs like Swachh Bharat Abhiyan, visit to old age home, Plantation Drives, Waste Management, visit to the adopted villages, Drug De-addiction, Donation programs, Shram Daan, Jan Andolan campaigns on covid-19, Gender sensitization, blood donation camps and

celebrating international day of non-violence, distributing warm clothes/books/toys in slums, Vocal for local Program, communal harmony campaign, Best out of waste, raising environmental consciousness, etc are few worth mentioning activities undertaken in this regard.

### **Infrastructure and Learning Resources**

The college has an eco-friendly environment, spacious classrooms, well-equipped laboratories and a good infrastructure. The institute has 27 spacious, and well-ventilated classrooms, 37% of which are ICT enabled; several seminar halls and one auditorium with adequate seating capacity for conducting seminars, workshops, etc. and these are equipped with LCD projectors, whiteboards, raised platforms, and public address system with internet facility. The institution has 31 domain-centric laboratories as per the regulations of UGC, out of which 04 are smart labs. The institution has a dispensary that is functioning under the supervision of an experienced pharmacist that maintains necessarily stock of medicines and other related items for first aid. The institution has to its credit a museum in the geology department which has a wide treasure of geological specimens, prominent among them being a large elephant tusk which is supposed to be one of the largest in Asia. There is another museum in the Zoology department as well. College has a facility of a boys hostel spacious enough to accommodate 185 students and ample parking facilities are available for both students and the staff. The college offers the following sports facilities; Two cricket grounds, two football fields, one basketball court, one volleyball court and tennis courts besides an indoor space in the auditorium for table tennis and chess. The college library is housed in an independent block having a total collection of 73,748 books ~ 68,636 subject-specific books, 5112 reference books. The college has subscribed to N-LIST e-resources through which the college staff and students can excess 1,99,500 e-books and 6000+ e-journals. These subscribed e-resources can be accessed at the remote end and an e-zone facility for browsing purposes is facilitated created in the library also. To meet the growing demands of technically skilled professionals in the modern competitive world, the college ensures that its students, faculty, and other staff members are facilitated with the latest IT facilities. There are about 105 computer systems in the college to meet these goals. There are four computer labs and a browsing center in the college. Smart facilities like smart boards, ICPs, podium with touch screen, interactive USB boards are there in the college which facilitates the teaching-learning process. The college has its own website which is updated on a regular basis to provide the latest information relating to academics, committees, news and events, examination, results, and other notifications like tender notices. Each department of the college is provided with broadband facilities, and some of the departments are upgraded to fiber connection of BSNL. Access points provided by Reliance Jio are also available in most of the departments.

### **Student Support and Progression**

This college besides academic pursuits, also provides hand holding, motivation, personality development, and financial guidance to the enrolled students. Students belonging to the economically weaker sections are mentored, guided and coached to qualify for their progression. The college extends all possible financial support to its students in the form of various scholarship schemes which include financial aid, Post-metric Scholarships, and social welfare aids. The college also provides sufficient support to the students in academic guidance and progression to higher studies. The various departments of the college in collaboration with the career counseling and placement cell organize competitive examinations to guide the students about their career identification and employment. The college encourages students to participate in sports and cultural events and ensures complete support in terms of coaching financially as well as morally. Such participations inculcate team spirit amongst them. The college has a notified discipline committee and student grievances and redressal cell, which responds to the grievances and the sexual harassment cases if any. The college also has a

student mentoring committee and psychological cell for counseling the students besides offering guidance to avail opportunities for academic progression to higher education.

Although the college does not have an officially registered alumni association but it always tries to strengthen the bond with its alumni and organizes Alumni meets both offline/online for sharing exchange of views, ideas and suggestions, which are also incorporated to improve the overall college performance.

### **Governance, Leadership and Management**

The college has a dynamic and participative administrative set up with a strong leadership drive to accomplish excellence in academics, research, and social outreach. The administration of the college is led by the Principal who delegates specific authority to the HODs, IQAC, other Coordinators, NSS Officers, NCC ANO, hostel warden, conveners of committees, and student representatives. All the departments and committees have the requisite autonomy in carrying out their academic activities. They conduct curricular/co-curricular activities, determine core areas of research and social outreach, and design/revise curricula, subject to academic approval by CLUJ. College Development Committee (CDC) conducts frequent meetings to devise institutional developmental plans and ensures execution of unanimously approved decisions. e-governance is practiced in administration, admissions, and financial matters. Procurement-related issues are undertaken through the General Purchase Committee that meets regularly for timely augmentation of student support services. Financial matters are executed through BEAMS and PAYSYS. Academic audits, financial audits and Green audits are carried out periodically by internal and external agencies.

Examinations are conducted by the college in accordance with the date sheet notified by CLUJ. The evaluation and uploading of marks is done by the college staff. Teaching and Non-teaching staff contribute towards decision-making through representative bodies. Effective grievance redressal mechanism is in place for students, and other stakeholders through online and offline mode. The anti-Ragging Committee, Grievance Redressal Cell, and Manodarpan cell (psychological cell) resolve any kind of issue faced by the students. Students are given abundant opportunities to groom themselves and learn leadership skills that help them to deal with their peers, team building, resource utilization, confidence building, etc. The students are also exposed to the external environment by visiting different institutions in and out of the state. The faculty are encouraged to participate in Orientation, refresher courses, FDP's, conferences, and seminars. IQAC supports the college in various activities to maintain the quality of education being provided by setting various benchmarks under its ambit.

### **Institutional Values and Best Practices**

It is our strong belief that instilling the right values in our students is of paramount importance. The college adopts values and practices that promote women's empowerment, ensures a green and environmentally sustainable campus, and inculcates social responsibility through several outreach programs. Offering an inclusive environment, promoting tolerance and reverence towards diversity, sensitization of students towards constitutional obligations as responsible citizens, undertaking green initiatives including vigorous plantation drives, management of the green gold of the campus and effective facilities for the management of degradable and non-degradable waste are an integral component in this endeavour.

One of the best practices adopted by the college is Gender Sensitization and several Initiatives have been taken to sensitize the staff and students regarding the same. Programs like conferences, workshops, rallies, and

likewise on gender concerns are organized regularly. Various committees such as committee against Sexual Harassment, Discipline Committee, and Anti-Ragging Committee ensure a disciplined, harmonious and gender-just environment in the college. The college has also provided a Pink toilet facility to its girl students.

To shape the students as ambassadors of community welfare, the college undertakes various extension/Outreach programs viz. visits to orphanages, old age homes, and slums along with food and clothing donation is a regular practice of the College. The students play an active role in creating awareness among the local population about HIV-AIDS and other fatal diseases, road safety, conservation, and management of natural resources in addition to cleanliness and blood donation drives. The college has also adopted a village for its betterment and upliftment. During the Covid 19 pandemic, our students undertook many community service activities while observing Covid appropriate behavior.

Institutional measures are also in place to support students belonging to SC/ST communities and economically weaker backgrounds, thereby facilitating them to thrive in an environment conducive to personal growth. With all these practices in place, the college endeavors for the all-inclusive development of the students to foster the right values and attitudes so that they can withstand the challenges of 21st century.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT GANDHI MEMORIAL SCIENCE COLLEGE JAMMU
Address	Canal Road, Jewel Chowk, Jammu
City	Jammu
State	Jammu And Kashmir
Pin	180001
Website	<a href="http://www.ggmsciencecollege.in">www.ggmsciencecollege.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Ravender Kumar Tickoo	191-1912578189	9419104522	191-1912578189	principal@ggmsciencecollege.in
IQAC / CIQA coordinator	Rakesh Kumar	191-2578189	8082798438	191-191578179	rkguptt@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	20-04-1907

**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	Cluster University Of Jammu	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	24-09-2015	<a href="#">View Document</a>
12B of UGC	24-09-2015	<a href="#">View Document</a>

**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
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**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

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Canal Road, Jewel Chowk, Jammu	Urban	58	37200

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCA, Computer Science	36	Intermediate of Science	English	89	67
UG	BSc, Bsc Non Medical	36	Intermediate of Science	English	720	586
UG	BSc, Bsc Medical	36	Intermediate of Science	English	470	415
UG	BSc, Ug Hons	36	Intermediate of Science	English	32	18
UG	BSc, Ug Hons	36	Intermediate of Science	English	32	19
UG	BSc, Ug Hons	36	Intermediate of Science	English	32	23
UG	BSc, Ug Hons	36	Intermediate of Science	English	32	14
PG	MA, Pg English	24	BA or BSc	English	41	29
PG	MSc, Pg Geology	24	BSc	English	26	20

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				24				71			
Recruited	0	0	0	0	11	13	0	24	31	37	0	68
Yet to Recruit	0				0				3			
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			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				101
Recruited	63	20	0	83
Yet to Recruit				18
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
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**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	6	0	23	22	0	56
M.Phil.	0	0	0	1	3	0	2	7	0	13
PG	0	0	0	5	3	0	10	5	0	23

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	11	7	0	18
M.Phil.	0	0	0	0	0	0	1	3	0	4
PG	0	0	0	0	0	0	3	0	0	3

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
PG	Male	10	0	0	0	10
	Female	23	0	0	0	23
	Others	0	0	0	0	0
UG	Male	2491	3	0	0	2494
	Female	1002	0	0	0	1002
	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	140	157	182	221
	Female	57	54	63	29
	Others	0	0	0	0
ST	Male	86	103	101	144
	Female	25	52	54	7
	Others	0	0	0	0
OBC	Male	68	70	88	106
	Female	22	22	25	14
	Others	0	0	0	0
General	Male	584	730	774	905
	Female	209	239	272	66
	Others	0	0	0	0
Others	Male	142	176	184	250
	Female	42	46	52	13
	Others	0	0	0	0
Total		1375	1649	1795	1755

**Institutional preparedness for NEP**

## 1. Multidisciplinary/interdisciplinary:

To meet the vision and missions of the institution, the college endeavors to provide the best education and learning methods for the holistic development of the human resource of the college. The participation of students/staff in extension activities, outreach programs, conferences, workshops/seminars/webinars, social meetings, physical health and mental related fitness practices, debates and discussions on social and ethical issues, soft skills, etc. are aimed to develop a well-rounded individual with critical capacities such as-intellectual, aesthetic, social, physical, emotional, and moral in an integrated manner to meet the challenges of 21st century. The college plans to start vocational courses in multidisciplinary subjects with an aim to attain complete transformation into a holistic and multidisciplinary institution of JK(UT). The college provides an effective learning platform for students by broadening the horizons of education beyond their subject knowledge whilst offering CBCS courses at postgraduate (English and Geology), BSc (General), B.Sc. (Hons), and BCA levels. The CBCS allows students to choose their subjects from fundamental to advanced level including performing course and curriculum projects in interdisciplinary and applied subjects for example project work by BSc(Honors) and BCA students. The UG (Hons) and PG students conduct projects and are engaged with community services in the adopted villages where students visit and disseminate knowledge and information about women education and empowerment, personal hygiene, caring and educating of old people, saving water resources, energy conservation, Swachhta Abhiyan, etc. This provides an equal opportunity for students to enhance knowledge, develop skills, build confidence, and creates a positive impact on their life. The college currently does not have multiple entries and exits in the offered programs. However, this can be planned in concurrence with the HED and CLUJ to align with the missions of NEP 2020. The college faculty is engaged in interdisciplinary/multidisciplinary research projects in collaboration with academic partners in other institutions working on thrust areas of social-economic issues, such as innovative technological solutions for air quality monitoring, water filtration and purification and synthesis of new drugs, etc, besides carrying forward the research in fundamental

	<p>and applied science. A few faculty members are also acting as co-supervisors for Ph.D. students registered with other intuitions and one of the college faculty finished his Ph.D. in Engineering and one-year Post-Doctoral research work in interdisciplinary science from the University of Manchester, United Kingdom. Such research outreach, their outcomes, and experience gained are helping tremendously the institution to build a sustainable research and innovation ecosystem. The HED is also playing a pivotal role to carry forward the mandate of establishing interdisciplinary research initiatives in the Govt. Degree Colleges of JK (UT). The college has initiated skill courses in multidisciplinary subjects encompassing Physics, Chemistry, Electronics, Mathematics, Biotechnology, Botany, Zoology and Computer applications, etc. where students from any stream can acquire extra skills in the interdisciplinary subjects of their choice. The college plans to initiate courses in Food Processing and Technologies, Pharmaceutical Chemistry, and the involvement of students in multidisciplinary research laboratories which would align with the mandate of NEP 2020.</p>
2. Academic bank of credits (ABC):	<p>The college follows HED and adopts the statutes and guidelines of CLUJ for various programs, student admission, teaching-learning instructions, and examination and evaluation processes. The college administration appreciates and welcomes the concept of the Academic bank of credits as proposed in NEP 2020 and shall adopt the same in letter and spirit whenever introduced by the CLUJ in forthcoming academic sessions.</p>
3. Skill development:	<p>The college has planned to start B.Voc program and provide vocational courses in Pharmaceutical Chemistry, which is concerned with the design and synthesis of biologically active molecules. The aim is to gain new chemical molecules that enable the discovery of new Pharmaceuticals or optimise already known drug structures thereby expanding the portfolio of chemical drugs. There are elements of Bio-medical Analysis Pharmacology and Pharmacokinetics. The aim of opening vocational course in Pharmaceutical Chemistry is to impart knowledge about medicines and their structures to the interested students so that their job options are not restricted to one or two areas but multiplied as they go for further</p>

specializations in different branches of Pharmaceutical Chemistry such as medicinal chemistry and organic chemistry. Pharmaceutical chemists also supervise the medicines supply chain and ensure pharmacy premises and systems are fit for purpose, advise other health care professionals about safe and effective medicines used and safe and secure supply of medicines, respond to patients' symptoms and advise on medicines for sale in pharmacies. The skills needed for pharmaceutical Chemistry are that students should be thorough and must pay attention to details, have customer service skills, should have the ability to accept criticism and work well under pressure, must have math knowledge, excellent verbal communications skill the ability to read English, Hindi and some other language. The student strength for this programme shall be 80 and initiated first for the students of 2nd and 3rd year graduates with appropriate credits. The college faculty tries their best for instilling the right values in students whilst adopting the practices that promote women's empowerment, ensure a green and environmentally sustainable campus, and inculcate social responsibility through several outreach programs. Offering an inclusive environment promoting tolerance and reverence towards diversities, Sensitization of students towards constitutional obligations as responsible citizens, undertaking green initiatives including vigorous plantation drives, management of the green gold of the campus and effective facilities for the management of degradable and non-degradable waste are an integral component of the College. To shape the students as ambassadors of community welfare, the college undertakes various extension programs. Visit orphanages, old age homes, and slums along with food and clothing donation is a regular practice of the college. The students play an active role in creating awareness among the local population about HIV-AIDS and other fatal diseases, road safety, conservation and management of natural resources in addition to cleanliness and blood donation drives. The college has also adopted a village for its betterment and upliftment.

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

The city of Jammu is inhabited by a multicultural and multilingual population, migrated from Kashmir, Ladakh, Himachal Pradesh, Punjab, and other parts of

	<p>India including the resident of west Pakistan (migrated in 1947). Jammu is also a region of religious importance, geopolitics; foot hill of the Himalayas, presence of large section of security and defence forces, a transit city for business and commerce hub in North to other parts of India. Though the language of “Dogri” is used by natives, which is easily plausible by non-Dogri speaking residents, the common language used for instructions in online and offline teaching is Hindi followed by English. The faculty, irrespective of their linguistic background, use Hindi and English in teaching and mentoring processes. However, the college library do have a collection of books on allied subjects and is a repository of books on Languages, religion, art, and culture. The efforts to preserve and promote the use of Indian languages (Sanskrit, Pali, Prakrit and classical, tribal and endangered, etc.) for instructions in teaching could only be a prerogative of CLUJ to which the college is affiliated. The college faculty, however, will be motivated and encouraged to adopt the methods positively if such initiatives are undertaken by the University.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>Currently, the mode of education adopted by the college is the conventional system in which students are given grades and rankings compared to each other. Content and performance expectations are based primarily on what has been taught in the class during the academic session. Time and again, it has been realised that the conventional methods beyond the classroom teacher have paid little attention to know whether or not students learn any of the material. Nevertheless, it is again the prerogative of CLUJ to adopt an OBE system that is distinguished from the traditional methods by the way it incorporates three elements: theory of education, a systematic structure for education, and a specific approach to instructional practice whenever, decisions are taken by the University administration and HED, the college would contribute, in alignment with its vision and mission, in organising the educational system towards what is considered essential for the learners to successfully do at the end of their learning experiences. The primary focus of the proposed OBE system will be on the following skills such as life skills; basic skills; professional and vocational skills; intellectual skills; and interpersonal</p>

	<p>and personal skills with the potential benefits to create a clear expectation of what needs to be accomplished by the end of the course; structure their lessons around the student's needs; determine what credits to award the student; feel responsible for their own learning, and learn more through this individual learning. The Outcomes analysis will involve the analytical reports rigorously based on student performances and satisfaction feedback and employability index. In the beginning, the institute will adopt an excel sheet based measurement system for outcome analysis with defined outcome parameters before transferring over to an automated home-created or commercially available software system because Outcome analysis requires a huge amount of data to be churned and made available at anytime, anywhere. It is believed that Outcome analysis will help to find gaps and carry out continuous improvement to align with the mission of NEP 2020.</p>
<p>6. Distance education/online education:</p>	<p>COVID-19 affected everyone in the past two years setting new normal not only in societal living but also in the way we disseminate education and develop skill-sets. The college has successfully performed its academic as well as administrative duties even throughout the complete lockdown periods. A plethora of online platforms was floated from the tech world to provide education through online mode along with setting-up of virtual labs to continue theoretical as well as practical education of the students and the college faculty fully utilised the online teaching platforms and kept performing their academic duties whilst delivering online lectures through modules such as Google-Meet, Wise-App, Teach-me, Teachmint, etc. Classes through video conferencing, online meetings, mentoring, and creating e-content have been a tremendous experience for all the stakeholders (Students, faculty, administrative officers, and non-teaching staff) in the college. The students were encouraged to explore more online learning platforms such as Udemy, Coursera, Internshall, etc. The college faculty used resources (Internet services, PowerPoint Presentations, Projectors, Interactive Flat-Panel Display (IFPD), smart boards, smart writing pads, etc.) at a personal level as well as from the college support to develop their skills for teaching with</p>

appropriate behavior during Covid 19 pandemic or online teaching. This experience obviously is potentially enough to offer vocational courses through open and distance learning (ODL) and Distance education/online education in view of NEP 2020.

NAAC

## 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
480	480	480	480	341
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

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

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3620	4855	3925	3608	3610
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 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
424	492	551	581	449

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
1292	847	848	944	687

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 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
92	115	117	114	109

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
98	123	123	123	123

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 28**

**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
155.7	130.5	68.68	89.09	93.47

**4.3**

**Number of Computers**

**Response: 108**

NAAC

## 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:

The College strives to be an institute committed to the pursuit of academic excellence. The institution offers courses at the UG level in Sciences and Computer Applications and PG in English and Geology. The college is a constituent college to the CLUJ and delivers the curriculum prepared and approved by the CLUJ through the respective Board of Studies (BOS). The curriculum includes core Theory Courses (TC), Discipline-Specific Elective (DSE) courses, various Skill-Enhancement (SE) courses and Practical courses (PC). The senior faculty members of different teaching departments are the members of their respective BOS at CLUJ. The college also prepares an Academic Calendar in accordance with the academic calendar of CLUJ, which schedules the beginning of classwork, internal assessment, end semester examinations and other institution-level activities. At the beginning of the academic session, the timetable committee of the college draws up a detailed timetable utilizing efficiently the units of time for academic and co-curricular activities of students throughout the academic session. The details of timetable include temporal allocation of classrooms for theory, skill enhancing classes and practical labs for every section/class in different semesters (even/odd) running in the current academic session. Additionally, each department also prepares a departmental timetable allocating theory, skill enhancing and practical classes to the individual faculty members of the department. The different teaching departments of the college strive for effective curriculum delivery through a combination of time-tested and innovative methods. The faculty utilizes blended learning approaches in teaching to make it more effective. The subject teachers as per the curricular content regularly arrange study tours, field visits and other practical sessions for inculcating scientific temper and encouraging experiential learning in students. Laboratory manuals and other course relevant textbooks are also prepared by some of the faculty members from time-to-time to facilitate students in learning. The faculty members take utmost care for on-time completion of the syllabus. Student attendance is regularly monitored and evaluated. Student assessment is done through discussions, classroom quizzes and internal class tests. The progress of students with poor academic performance is addressed through remedial classes. The heritage library of the college is well-equipped with textbooks and other reference books for various programmes of study. The laboratories are well equipped with relevant materials and equipments for specified experiments in the practicals. Each department has at least one smart classroom facility for effective and attractive delivery of curriculum. The faculty of the college actively participate in different orientation programmes, disciplinary, interdisciplinary and multidisciplinary refresher courses, Faculty Development Programmes (FDPs), conferences, workshops, seminars, webinars etc. to keep themselves updated with respect to scientific and technical knowledge and also current teaching learning requirements. Periodic meetings of IQAC are also conducted reviewing the academic progress of teaching-learning, among other things. Regular meetings of the department with the Principal are held to monitor effective curriculum delivery and to address any difficulty faced in curricular transactions. Regular feedback is taken from teachers, students and alumni on the curriculum to make the teaching-learning process best suited.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

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

#### Response:

Continuous Internal Evaluation (CIE) is a vital part of the teaching and learning process and college adopts CIE System to assess all aspects of a student's development which continues throughout the year in accordance with the Academic Calendar notified by the CLUJ.

Evaluation Process: Students are made aware of the evaluation process through Academic Calendar for each academic year which is notified by the Principal. It lays down a strong foundation for academic delivery considering the programme out-comes and course out-comes. The academic calendar is designed in line with the CLUJ's Academic calendar to ensure the optimum number of working days. The orientation course is taken in the first semester/ year of the program, where all relevant rules and regulations applicable to the particular program are discussed. Evaluation of course work i.e., internal sessionals examination, assignment, presentations, fieldwork/ discipline, and attendance is followed uniformly. In lab courses, practical and lab records are considered important for evaluation. However, as per their teaching plans, each department may take little grace to schedule their own internal subjects' concurrent evaluation.

Conduct of examination: The Principal nominates a senior faculty member to act as the convener of the college "Examination Committee (EC)' who is ably supported by a team of members of EC for the smooth conduct and supervision of examination.

#### Semester Programs:

1. Two University Sessionals one each for theory and practical course.
2. Assignments are comprised of seminar, home assignments, and discussions.
3. End Term examination: It is an external system of evaluation in case of Core Courses (CC) and DSE courses, and an internal system for SE courses. The evaluation of the practical examination is completed by an external examiner and internal assessment based on daily performance and internal examination. The marks obtained by the students are uploaded by the college on the university's prescribed portal.

Re-evaluation: Providing photostat copies and re-evaluation of answer scripts is permissible in each course of a Semester End Examination of UG (General or Honours), B.C.A, M.A English & M.Sc Geology programmes as per the statues of affiliating Cluster University of Jammu for which the candidate shall have to apply online within the stipulated time duration.

Re-appear Category: There is provision of Re-appear category for failures and also for grade improvement as per statues governing affiliating Cluster University of Jammu.

Re-examination: The re-examination is permitted both for theory and practical (External/Internal) examination in core and discipline specific elective courses which are offered to the student during the semester.

The answer scripts of the End Semester Examination (Major) is shown by the teacher's at the specific request of the student concerned. The result of the continuous assessment of the students is communicated and the scripts shown by the teacher's to the students immediately after the assessment.

File Description	Document
Upload Additional information	<a href="#">View Document</a>

**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:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

**Response:** 100

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

Response: 9

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**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
1	1	0	0	0

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>

**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: 0.33****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
31	39	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**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:**

Our College is a co-educational institute offering equal opportunities to both boy and girl students. Broadly speaking, the college is primarily a college of Sciences and has to essentially implement the curriculum prescribed by the affiliating CLUJ however, issues relevant to Professional Ethics, Gender, Human values, Environment and Sustainability have also been integrated into the curriculum through organizing seminars, guest lectures, debates, workshops, awareness programmes, competitions etc. In this way, the college uses blend of theory and practice for the holistic development of students. Valuable talks from the eminent speakers enrich our curriculum in this regard.

**Gender Sensitization:** The college takes utmost care in ensuring gender equity among the students. Mixed group of students are constituted for different academic activities including leadership from girl students also. There is Women's Studies Centre in our college which is highly vibrant and conducts regular awareness programmes, workshops, lectures covering various gender sensitive issues like gender sensitization, sexual harassment, importance of education for female child, maintaining personal hygiene, save girl child etc.

A series of lectures were delivered by twenty five faculty members of the college on various aspects of gender sensitization from August 2017-December 2017. These lectures were organized for spreading the message of gender equality, empowerment and gender justice among the future generation of our country. The lectures were then compiled in the form of a booklet entitled "Lecture Note of Gender Sensitized Drive" which was released by Dr. Z.A Chaat, Director Colleges, Higher Education Department, J&K in the month of March, 2018. Since then, such series of lectures were continued every year for spreading the message of Gender Sensitization.

**Professional Ethics:** The main focus of the faculty in the college is not just course content delivery but also on teaching professional ethics which are inculcated among students by everyday learning. Workshops, webinars etc have also been organized in the college which immensely benefitted students. These are fundamental to every course of study in the college.

**Human Values:** The college engages the students in various community related and human value sensitizing activities through the programmes of N.S.S. and N.C.C. Different talks from eminent speakers, sports competitions, cultural activities, awareness programmes also inculcate these core values among students.

**Environment and Sustainability:** Environment and Sustainability is the responsibility of every Human being. Every department of the College is very keen about it and same education is imparted to students. The curriculum of different core courses and Skill courses taught in the college by various departments like Environment Sciences, Botany, Zoology, Biotechnology, infuses a sense of accountability towards environment and its protection among students. Green Plantation drives are also conducted in the college. The College also collaborated with Jammu and Kashmir State Pollution Control Board and organized awareness workshop on the topic "Sanitary waste Management".

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>

**1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years****Response:** 1.12**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	09	04	02	02

**File Description****Document**

Programme / Curriculum/ Syllabus of the courses

[View Document](#)

MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship

[View Document](#)**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)****Response:** 5.47**1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 198

**File Description****Document**

List of programmes and number of students undertaking project work/field work/ /internships

[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)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

#### 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
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 100.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
1193	1375	1649	1797	1755

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

2020-21	2019-20	2018-19	2017-18	2016-17
1474	1492	1670	1760	1360

#### 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:** 84.99

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

2020-21	2019-20	2018-19	2017-18	2016-17
240	398	458	513	521

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[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:**

Students are categorized as advanced learners and slow learners primarily on the basis of their academic merit and personal interactions with the teachers in the class. Consequently, specific teaching-learning strategies are framed to meet the needs of both the categories of students.

#### **Initiatives taken for Slow Learners:**

The key focus of the teacher always remains to construct a positive environment in the class so as to encourage the slow learners. Efforts are made to identify the causes of their slow learning and appropriate solutions are worked out. To help this category of students, tutorials and remedial classes are routinely organized. In these tutorials and remedial classes, specific attention is given to these students with respect to their doubts and queries. As a routine practice followed by the college and to facilitate learning amongst the slow learners, fundamentals of the respective subjects are taught, initially for a few days, in the beginning of each session. Slow learners are given special attention by the teachers in their own classes. Further, there is also a practice of conducting extra/ special/ remedial classes for the slow learners towards the end of the session by the subject teachers. Summer schools are also conducted for students with backlogs/shortage in attendance during summer vacations.

Learning is also encouraged through group study so as to build a culture of knowledge sharing amongst all types of students where in the slow learners are additionally benefitted. Special attention is paid in providing study material in the form of books, e-content, links of e-resources and PPTs to the slow learners. Moreover, special educational and instructional needs of the slow learners are also taken care of in Mentor-Mentee system and Summer School.

#### **Initiatives taken for Advanced Learners:**

The caliber of students is assessed by the teachers and a core group of advanced learners is broadly identified. The latter are motivated to seek higher goals as per their optimum potential. They are furthermore facilitated with additional inputs for their better career planning and academic growth.

Catering to the needs of advanced learners, special guest lectures, interactive sessions and workshops are routinely organized. In such activities, experts from different Colleges and Universities are invited to deliver talks on different topics and subjects in the Curricula. In order to broaden their academic and intellectual horizons, this category of students is encouraged to participate in various in-house competitions like Debates, Group Discussions and Quiz Program, to name a few. Students prepare for such activities by optimum utilization of the College library.

In order to prepare them for the future competitive examinations, special coaching classes are periodically arranged in college for P.G entrance examinations, NET/SETS and various other examinations for administrative services. Again for preparation of such examinations the computer Labs. and college library become indispensable for the students.

The achievements of the outstanding students are duly recognized by the institution and such students are routinely felicitated in the form of awards, medals and appreciation certificates (student of the year award).

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

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

**Response:** 39:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

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

**Response:**

The college strives to provide a congenial atmosphere to the students and emphasises on the overall development of the students and with this objective in mind the approach of our institution is very student centric. Almost all the departments of the college have adopted strategies to ensure and enhance students learning. Special lectures by prominent individuals in the respective fields, classroom seminars, workshops/visits to resource centers viz. fisheries, sericulture and research Labs. etc. also add to enhancing student learning. Besides debates, group discussions, questionnaires, assignments, classroom presentations, inter-college quizzes etc. are also organised to enhance students learning. Students are provided opportunities to participate in various curricular and co-curricular activities in and outside the college. The institutional efforts related to experiential learning, participative learning and problem solving methodologies can be summarized as:

#### Experiential Learning

The Syllabus approved by CLUJ includes experiential learning for most subjects. While practicals, field trips, seminars, hands-on trainings, study tours/excursions, seminar presentations, project work, workshops, awareness programmes, all provide students platforms for experiential learning

- Most of the laboratories are equipped with multimedia projectors to conduct the practical sessions so as to validate theory and practical results.
- Studies through models/charts/specimens/photographs

- College invites experts from different fields from time to time to demonstrate skill and deliver talks on various topics to enrich the students.
- In order to get insight into the internal working environment of industry the students are taken to different Organizations /Industries like poultry farm, dairy farm, agriculture, Sericulture regularly.
- College organizes Geological,Botanical, Zoological, Environment trips, and provides real time exposure to students and also opportunity to go beyond academics and to have a practical insight.

### Participative Learning

Project work, group discussions, presentations, seminars, inter-college competitions, debates and practicals that have to be performed in groups, are all student centric methods that inculcate participative learning through which students learn teamwork, cooperation and coordination. Moreover, students are given the responsibility to organize programmes like Fresher's day and Farewell parties etc. In such programmes students are given the responsibility to conduct and organize the entire events, from planning to execution. A number of other participative learning events are

- Celebration of various days like Science day, Red Cross events, Earth day, Environment day.
- N.S.S, N.C.C Units, other activity clubs and departments of college organize various social awareness programmes to develop a sense of societal and civic responsibilities.
- Classroom discussions, Debates and brainstorming sessions are also organized for active participation of students.
- Various cultural, sports, literary activities are organized wherein students actively participate.

### Problem solving Methodology.

Components of problem solving are included in different parts of the prescribed syllabus of most departments. Besides the prescribed syllabus, other methods of problem solving are also adopted by various departments such as

- Seminars and Quiz Competitions are organised in various subjects.
- Workshops and webinars conducted on skill courses.
- Interactive classroom teaching.
- Project reports by the UG(Hons.) students.
- Dissertation or projects in PG programs.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

**Response:**

Looking into the changing need of the times our college encourages different ICT tools in order to enhance our conventional teaching learning and to make learning easier, user friendly and our college has enormous desktop, laptop, digital boards and high speed inter optical fibre lines for this purpose.

Most of the laboratories and classrooms are equipped with projectors so as to facilitate students for better understanding and make learning easier. Moreover, all the departments are provided with their own printers and scanners so that they can work with ease. Wi-Fi routers and access points are installed in college in order to provide easy internet access to faculty as well as students.

The College library is digitalized and consequently we have access to number of e-journals and e-books. College library has its own computers, printers, photocopiers and scanners for smooth working. Students are facilitated by faculty regularly for consulting and sharing material from e-books, webpages, you tube and other relevant sources.

Virtual lab demonstrations are conducted so as to facilitate students to conduct practicals through virtual mode. The college is a nodal centre (in Jammu province) of Vlab in collaboration with IIT Bombay. Vlab practicals have proved to be very helpful in further substantiating our practicals in the present situation due to pandemic. About 50 workshops have been conducted by Vlab Committee where more than 1000 students have attended such workshops.

Online learning has been facilitated by the use of different search engines like Google search, G-suit, Google scholars etc. Many of our faculty members have created online digital repositories and lectures on platform like you tube and in College website. During the present pandemic, teachers are also delivering lectures by using different platform like Zoom, Wiseapp, Cisco and Webex so as to create virtual classroom.

Most of our faculty members deliver lectures in EDUSAT through out the year as per schedule provided by higher education Department. Students are encouraged to attend these lectures so as to further enhance their subject knowledge.

Faculty often use social media platforms like whatsapp and telegram to contact with students individually and collectively beyond the classrooms so as to provide extra support and additional information to the students. We always encourage our students to prepare presentation, assignment and field reports using MS word, MS power point, MS excel and other ICT tools. Online modes like e-mail, Google classroom, Wiseapp are also used to collect assignments, conduct tests and sometimes examination also whenever notified by the authorities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

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

**Response:** 39:1

#### 2.3.3.1 Number of mentors

Response: 92

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

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

**Response:** 92.76

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 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:** 51.23

#### 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
56	66	54	46	56

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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:** 4.54

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

Response: 418

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

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

**Response:**

Our College being a constituent college of CLUJ, follows regulations formulated by the University regarding all matters related to syllabi, evaluation and examination are being governed by the statutes of CLUJ. The college has a transparent and continuous internal assessment system and the College prepares academic calendar in accordance with cluster University for smooth functioning of the evaluation process.

Internal assessment (including Practicals and Theory) is carried out through a specific mechanism as specified in Statutes of the University. Students need to secure atleast 75% attendance in order to appear in both minor and major examination as per the statutes.

Students are assigned innovative minor projects so as to inculcate critical thinking, innovative ideas and skill enhancement amongst under graduate students. Post graduate students have to submit dissertations/projects (duly awarded) as a part of their curriculum.

Every teacher at the onset of semester conduct series of orientation lectures for freshers so as to familiarize them with examination and evaluation process. Criteria for internal assessment include tests, assignments, seminars and routine evaluation. Heads of the departments are empowered to re-assess the answer scripts in case of any grievances. Departmental Examination Committee (DEC) takes care of such cases in a transparent manner.

Further, teachers ensures that the answer scripts of minor and major tests are signed by each student in person. The attendance and internal assessment record are consequently uploaded on the University online portal so that the same may be assessed by the students.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### Response:

College exhibits an efficient mechanism so as to ensure transparent and efficient assessment process. College as per the statutes of CLUJ has an Internal Central Assessment Committee which work in a coordinated way to ensure transparency in the process. Moreover, an External Assessment Committee also visits the College every year for checking of the final record. All the information related to examination and assessments are displayed on the website and notice board of every department. Monthly attendance record which is part of Assessment system is maintained and displayed on Notice Board so that students are aware of their attendance status.

Answer scripts of Internal assessment and assignments are discussed with students after evaluation and grievances if any is sorted within the department only, and in case grievances are not addressed satisfactorily, the students are free to approach the head of the institution also.

Every teacher at the onset of semester conduct series of orientation lectures for freshers so as to familiarize them with examination and evaluation process. Criteria for internal assessment include tests, assignments, seminars and routine evaluation. Heads of the departments are empowered to re-assess the answer scripts in case of any grievances. Departmental Examination Committee (DEC) takes care of such cases in a transparent manner if the greivences is submitted within the prescribed time period.

Concession in attendance can be claimed by students on medical ground and for participation in extracurricular activities as per the statues of the University. After thorough scrutiny by the Internal and External Assessment Committee marks awarded are uploaded on college website. Students can access their marks from the web portal and if there are any discrepancies the students are assisted by the respective teachers in getting it rectified.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

### Response:

Programme outcome includes a broad spectrum of knowledge, abilities and attitudes which the student acquires during the pursuit of their course. The college offers a number of courses in Sciences. Each course offers a unique and welldefined outcome. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the university website.

Few common outcomes are summerisedas:-

The institution has created an ecosystem for learning away from classroom through numerous co-curricular and extracurricular activities. We inspire and empower students for becoming future top achievers in the armed/Security forces, scientists, teachers, administrators and enterpreuners.

The college education inculcate among students allegiance to constitutional values so as to be informed, responsible citizens which will further strengthen our Nation.

Students are motivated to participate in different departmental and societal activities so as to foster team spirit and leadership qualities. Moreover students learn to embrace plurality, respect for others and arrive at conclusions while maintaining professional and personal life ethics.

Students are guided regarding their responsibilities, to maintain natural resourses, work towards sustainable use of resourses so that our future generation may not suffers through various activities conducted by NCC/NSS/Ecoclub and Wildlife Committee.

Students are made to exchange ideas, thoughts, knowledge and information effectively by enhancing their communication skills by organizing extempore group discussions and debates in the regular class rooms and elsewhere.

The teachers try to inculcate lifetime quest for knowledge while 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 subjects. Art of living sessions have also been arranged for the student community which enhances motivation, confidence and positive thinking.

The institutional aim is that our students acquire the ability and sensitivity to lead and strengthen our Nation.

### **Programme outcomes of B.Sc/BCA students**

Students acquire knowledge of new innovations in scientific world.

Students can compete for many competitive exams after passing graduation.

Students can join as defence/security personnels in various defence sectors.

After acquiring higher studies they can join education sector.

To develop scientific temper and which can prove to be more beneficial for the society and Nation.

Help students to compete in the digitalized world.

To equip students to meet the requirement of corporate world and Industry standard.

Inculcate technical and professional skill in students so as to excel in business.

Students can pursue higher education after it and can choose anyline of their excellence.

Programme outcomes of Honours courses is also varied because they make the students more precise to a specific subject and hence can further extend research and higher education in the given subject.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

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

#### **Response:**

College offers Bachelors degree courses in sciences, Honours courses in Physics, Chemistry, Maths and Geology and along with it the institution also runs Masters degree programme in English and Geology. The learning outcomes for each programme and course are specified by the the members of UG and PG Board of Studies of the CLUJ. The objectives, programme outcomes, course outcomes are specified on the syllabi also. During their regular course, students acquire knowledge, skill and abilities that proves to be helpful not only in building their future but also in strengthening the nation. We consider two measures for evaluating attainment of Programme Outcome and Course Outcome.

#### **Direct measure which actually includes Internal assessment and end semester examination**

As per University guidelines 20% marks in each course are awarded through internal assessment (Minor exam) and 80% marks externally through semester end examination(Major exam).

The University further stipulates that Internal Assessment tests are conducted by the institution by preparing a general datesheet of all subjects and utilizing the services of all the faculty members.

Attendance and regular performance is also taken into account, moreover faculty evaluates students on continuous basis and provides opportunity to students to improve their performance. Students are encouraged and evaluated on basis of seminars and presentations given to them on specific topics.

Most of the curricula involve the conduct of practical experiments in the laboratories. Practical work of the labs is evaluated by conducting practical tests. In practicals 50% marks are reserved for Internal and 50% for external examination conducted through University.

Viva Voce is also considered as an important part of evaluation during practical evaluation.

At the end of each semester University conducts examination and the results of the same indicate the level of course attainment by the students.

### **Indirect measures include Placements and students progression**

After completing the courses majority of the students opt for higher studies and some pursue their professional goals by cracking competitive exams and securing different types of jobs. College placement cell also conducts placements drives to help students secure jobs. Our college has constantly produced alumni who have distinguished themselves in various fields. Such reputed alumni can be taken as examples of course/programme outcome and the levels of teaching learning in the Institution.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### **2.6.3 Average pass percentage of Students during last five years**

**Response:** 78.17

#### **2.6.3.1 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
1248	705	491	580	630

#### **2.6.3.2 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
1292	847	848	944	687

<b>File Description</b>	<b>Document</b>
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:**

<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## 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, Chairs 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, Chairs 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
List of endowments / projects with details of grants	<a href="#">View Document</a>
e-copies of the grant award letters for sponsored research projects / endowments	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

Response: 3.26

**3.1.2.1 Number of teachers recognized as research guides**

Response: 03

File Description	Document
Any additional information	<a href="#">View Document</a>

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

Response: 1.67

**3.1.3.1 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	01

### 3.1.3.2 Number of departments offering academic programmes

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

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

#### Response:

Innovations need to be inculcated as a habit in human beings, our college, therefore has been focussing on imparting education to the students with the best possible means & techniques. The innovations be it in delivery of contents, exposure to students, Personality development sessions or various competitions enhance the standard of education as they induce faculties and students to adopt a better way of thinking to solve problems. The Covid-19 pandemic locked the institutions but couldn't lock the zeal of innovative learning and teaching. The inclusion of minor projects in curriculum, organisation of extension lectures for entrepreneurship and research methodologies, workshop and seminars for faculty and students, participation in various research enrichment programmes inculcate and keep alive the research temperament amongst them. Skill based field trips and tours at state and national level are conducted on routine during each academic session. To meet the need of providing learning resources to students and faculty, our college has subscribed N-LIST e-resources and all the students and faculty members of our college are the registered users of N-LIST Programme who can access them remotely with login id and password. The class rooms and labs are technically equipped to make the students tech-savvy. The skill enhancement courses aim to impart students with knowledge of different skills. The college has its Innovation, Incubation & Training centre though it is in a budding stage; promises support to the young brains to develop innovative methodologies, shaping their minds for sustainable growth at grass root level. The college is determined to provide excellent infrastructure for societal research and academic growth and is working for the establishment of an innovation ecosystem; Hub research centre in Physical Sciences and

Computers, IT and Electronics, Hub skill centre in Pharmaceutical chemistry and spoke for Bio-Sciences. The college has also opted for Food Processing and Food Technology Skill. The college is also looking for collaborations with national and international institutions for training and other academic programs especially focussing skill-based development of the students. The college regularly organizes conferences and workshops for the students and teachers. The faculty has participated in induction programmes, FDPs, conferences, webinars, workshops, seminars, orientation and refresher courses; published research papers and books. The research habits are inculcated by the learned staff to the students via minor projects. The innovation has been now extended on the new platform; development of e-content by faculty, the new window classrooms via google classroom, wise app, zoom, google meet have filled the locked barrier between students and teachers. The virtual labs gave them enhanced better understanding of concepts. Outreach and science awareness initiation by the faculty during Big Butterfly Month and other programs prepare students to be a young researcher. The college is working on signing MoUs for overall holistic development. Our young and bright faculty namely Dr. Rakesh Kumar Gupta received SET squared ICURE Innovation Cohort 14 award (2019-2020) (30K GBP,) and Dr. Jagjit Singh was awarded with International Award 20-21 for Innovative Educator by I2OR for innovation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

**Response:** 57

#### 3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

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

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

**Response:** 1

**3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years**

Response: 03

**3.3.1.2 Number of teachers recognized as guides during the last five years**

Response: 03

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**

Response: 1.21

**3.3.2.1 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
18	13	27	40	34

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3.3 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: 0.79

**3.3.3.1 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
04	05	19	41	17

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Extension Activities

#### 3.4.1 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:

Extension activities give students an opportunity to learn collaboration, teamwork, leadership skills and the importance of working together despite differences to reach a common goal. The college encourages the students to participate in different extension activities through awareness programmes, field visits, participation in seminars/ workshops/extension lectures, projects and sports in small groups or individually reinforcing the life skills and fostering social responsibility amongst the students. Values of caring and sharing with the underprivileged encourage lifelong journey of community service involving social and civic responsibilities.

The NSS Units of the college are actively involved in community outreach programmes throughout the session focussing on socially relevant issues. Their intensive participation in such programmes inculcates in them a spirit of good citizenship, service orientation and helps in the holistic development of their personality. The NSS units worked in collaboration with organizations like Directorate of field publicity, Ministry of Information and Broadcasting GoI, Red Cross society, Jammu Chapter, JKPCC, Disha Volunteers, Art of living, UNICEF, MGNCRE GoI. The students of the college are actively engaged in various outreach and extension activities taking up awareness on literacy, health hygiene, covid 19, vaccination, swachhta, Gandhian ideology, fundamental duties, green environment, gender sensitization, etc. MGNCRE GoI has appreciated the college and NSS unit for its contribution in Covid Pandemic and in Swachhta action plan. NSS unit also got appreciation from JKPCC for its contribution in green clean environment like Green Ganesha Drive and Save River Tawi.

The local community is benefitted by the following outreach programs: Swatch Bharat Summer Internship camp, Swatch Bharat Abhiyan, visit to old age home, Heritage week celebrations, Plantation Drives, Plastic Waste Management, visit to the adopted village Panotra Chak, Drug de-addiction, various donation programs, NOT ME BUT YOU, Jan Andolan campaign on covid-19, gender equality, Ek bharat shresth bharat, blood donation, International day of non-violence, shram daan, We Care charity drive ,clothes /books/ toys distribution in slums, vocal for local, communal harmony campaigns, come out and play, best out of waste, raising environmental consciousness, etc. are the notable contributions by NSS to name a few.

NCC units participated in Swatch Bharat Drive in Village, Old Age Home visit, Training for girl empowerment, Covid Awareness, etc.

The Women's Studies Centre sensitized the students as well as the masses by organizing Gender Sensitization Drives & Awareness camps.

The Nature Saviour's Club outreached students by raising environmental consciousness.

The Red Cross Society, Red Ribbon Club, Road Safety Club, Psychological Counselling Cell, Department of Zoology, Chemistry, Geology, Geography, EVS have been involved in various awareness programs.

The Physical Education plays a vital role teaching them teamwork, accountability, self-confidence, responsibility and self-discipline.

The students participate in cultural events as Display Your Talent and Yuv Tarang promoting their talent and promoting the cultural heritage.

Under Unnat Bharat Abhiyan, College conducted awareness visits to an adopted village.

The students have brought laurels to the institution in various fields. Muskan Mahajan was selected STUDENT OF THE YEAR 2020-21 on the basis of academics and extension outreach.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response:** 222

#### 3.4.2.1 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
82	38	28	41	33

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

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

**Response:** 385**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
131	77	58	53	66

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response:** 21.28**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1100	780	785	720	722

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5 Collaboration**

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year****Response:** 4**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	02	0	0

**File Description****Document**

e-copies of related Document

[View Document](#)

Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship

[View Document](#)**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years****Response:** 6**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
02	01	01	01	01

**File Description****Document**

e-Copies of the MoUs with institution/ industry/corporate houses

[View Document](#)

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

[View Document](#)

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

GGM Science College, Jammu, erstwhile Prince of Wales College, is a fusion of antiquity and contemporaneity, an Institution that has its roots in the annals of history and has evolved and grown ever since, to be preserved as a part of our educational and cultural heritage. The foundation stone of the present college campus was laid in July 1904, amidst a vast lush green area of about sixty-five acres, by the then Resident of Kashmir, Sir Francis Young Husband. Our college has an eco-friendly environment, spacious classrooms, well-equipped laboratories, good infrastructure, and at present it spreads over 58 acres ( 2,34,718 sq.m) and a built-up area of about 37,200 sq.m.

**Classrooms:** The Institute has 27 spacious, well-ventilated, and well-lighted classrooms of which 05 are smart classrooms with ICT facilities. The classrooms are equipped with adequate furniture, blackboards/whiteboards, projectors, fans, lights, and power backup, etc. About 18.51% of the classrooms are provided with ICT facilities.

**Laboratories:** The Institution has 31 domain-centric laboratories as per the regulations of UGC out of which 12 are Smart labs., adequate and well-maintained equipment to conduct experiments are available.

**Seminar Halls:** The college has 05 smart classrooms for teaching purposes. Besides regular teaching, these are also used as seminar halls for conducting seminars, workshops, etc. Moreover, our college has a conference hall and an Old Hall to conduct seminars, conferences, guest lectures, and workshops for students and faculty. The seminar halls are equipped with LCD projectors, whiteboards, raised platforms, and a public address system with an internet facility.

**Offices:** There is a Principal chamber, one administrative office, accounts section, university section, etc. Each department of our institution has an office of the Head and a faculty room having all types of infrastructure like almirahs, chairs, tables, sofa sets, refrigerators, water purifiers, hand sanitizers, etc.

**Computer labs:** The institution has 06 computer labs out of which 03 are in the BCA Department and 01 each in the physics, library, and electronics department.

**Museum;** The institution has to its credit a museum in the Geology department namely the D.N Wadia Museum which has a huge treasure of geological specimens and fossils, prominent among them being a large elephant tusk which is supposed to be one of the largest in Asia. Besides Geology Museum, the college has a Zoology Museum which is the backbone for practical demonstrations to the college students and also caters to the need of various other students from B.Ed. Colleges.

**Covered Parking Area:** To ensure proper parking of vehicles for the staff and the students, ample parking facilities are provided for staff and students separately.

**Auditorium:** The College has one auditorium which is also used for playing indoor games like Table tennis, chess, judo karate, etc. The Auditorium has one open stage for practice and performance. There is an e-Content Studio also housed in the college auditorium for the recording of the lectures/ demonstrations. The students thus have adequate provisions for honing their talent and skills.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

##### **Response:**

The college has one of the biggest sports grounds having an area of about 80-yard radius round in shape which is currently run and maintained by the Jammu and Kashmir Cricket Association. The sports culture in the college instills healthy competition, sportsmanship, and teamwork among students. Intensive training is imparted under expert guidance and numerous sports activities are organized every semester. Various tournaments and competitions are held for students and faculty. Each year, students of our College achieve notable distinctions and many are selected for national and state-level tournaments. The college provides the following sports facilities: two cricket grounds namely JKCA ground of radius 80 yard and old cricket ground adjoining Jewel Chowk having area of about 9240 square metres; two football grounds namely Main Ground having area 8800 square meter and Ground near College Hostel Mess having an area of 8400 square metres; one basketball court having area of 4520 square feet; one volleyball court having area 1746 square feet and tennis courts; an indoor space in the auditorium for table tennis and chess; a gym facility for boys is also available in our college. On an average, 280 students use the sports facilities every day. Standard quality and safe sports equipment are provided to the students to prevent sports-related injuries.

Speed/endurance/resistance/strength training equipment and facilities are available for students. Facilities like changing rooms, lockers, drinking water, medical/first aid, playing equipment/stock storage, for college team members are also available.

**Facilities for Cultural Activities;** the college promotes students' creative and artistic pursuits. This is keeping in view the vision and mission of the college to support the holistic development of students that lays focus on not just academics, but also the all-round personality development. The college provides adequate facilities and required equipment to the cultural committee.

**Women's studies centre:** The establishment of the UGC-sponsored Women's Studies Centre in the year 2006 was a great milestone achieved by the college. The objective of the centre is to spread awareness about women-related issues and to conduct gender sensitization programmes in order to create a gender-friendly environment. It regularly holds workshops/seminars/guest lectures on issues related to women's

capacity building and empowerment.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 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:** 21.43

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

Response: 06

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 22.4

##### 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
64.64	25.29	10.17	9.03	24.45

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

##### Response:

The college library is a learning resource center having a rich and rare collection of books (books dating back to the year 1868), periodicals, and references covering all aspects of academic studies & historical significance. Some rare books identified as heritage collection such as the album of the visit of His Royal Highness(1905), rare collection from the main library, and back volumes of Geological Journals have been digitized for preserving records and the process of saving them on D-space software shall be initiated soon. For saving time of the library users various sections are constituted in the library for easy access to information resources. The Library Committee (LC) is constituted to strengthen and improve the library facilities and this committee under the chairmanship of Principal also allocates a department-wise budget for the purchase of books, periodicals, etc. The library budget ensures that the latest editions of books and journals are continuously made available. At the entrance of the library, racks have been allotted for keeping the belongings of the students, which are looked after by the library staff. The library has a very conducive environment and library staff is trained to assist students and faculty in the issuance of books, library cards and reprint of xeroxed papers. Besides this:

- The library is user-oriented as automated books are properly classified, cataloged, and stacked.
- OPAC counter is provided for searching the library catalog.
- An additional reading room facility for the students is also available in the BCA department.
- Internet facility is also available in the library to access the online teaching-learning resources including subscribed N-LIST e-resources (A part of ess consortium).
- Leading national and local newspapers, magazines are also available in the college library for use by the students and the staff.
- A photocopy facility is available in the library at subsidized rates. Students can avail this facility to xerox the relevant material especially from the reference books which are not issued for home.

##### 1. KOHA (Library Management Software)

The library is computerized and automated using the Integrated Library Management System (ILMS) koha, which is a user-friendly and full-featured integrated software. There is no cost for the licensed user, we have the freedom to modify the product to adapt to our needs. Koha is tried and tested software and has proven stability and scalability and is being used in hundreds of libraries worldwide.

The main features of koha are:

- A full-featured modern integrated library software (ILS).
- Award-winning and free/Open-source Software(no license fee).

- Simple clear interface for librarians and members (patrons).
- OS is independent of any operating system. Linux, Unix, Mac, Windows.
- Web-based Interfaces which can be integrated with the website.
- Full MARC21 and UNIMARC support for professional cataloging.
- Multilingual and multi-user support
- Library-Standards-Compliant. industrial standards & protocols.
- Z39.50 server. Customizable web-based OPAC circulation system.
- Online reservation of Books.
- Full catalogue, circulation, acquisitions, library stock management.
- Web-based OPAC, public to search the catalogue.
- Major industry-standard database type (text, RDBMS), SQL, MYSQL.
- Serial management module. Print your barcode. Export and import records, ISO2709.

2. Version of the software: 20.11.05
3. Nature of Automation: Partially automated
4. Year of Automation: 2018

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 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:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

#### 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:** 6.77

##### 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
6.17	13.24	6.29	5.41	2.74

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 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:** 3.02

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

Response: 112

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>

### 4.3 IT Infrastructure

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

**Response:**

To meet the growing demands of technically skilled professionals in the modern competitive world, the college ensures that its students, faculty, and other staff members are facilitated with the latest IT facilities.

- There are four computer labs, one e-Content Studio and one browsing centre in the college.
- Each department of the college is equipped with Computers, Laptops, printers, scanners, and projectors for academic purposes. There are about 108 computer systems in the college to meet these goals.
- Smart classroom facilities like smart boards, IFPDs, Podium with a touch screen are available in the departments of the college which facilitates the teaching-learning process.
- The college has its own website (<http://www.ggmsciencecollege.in/index.aspx>) which is updated on a regular basis to provide the latest information relating to academics, committees, news and events, examination, results, and other notifications like tender notices.
- Each department of the college has been provided with broadband facilities even some of the departments have been upgraded to fiber connection of BSNL. Access points provided by Reliance Jio are also available in most of the departments. Hence there is good internet access in the college premises.
- Books in the college library are automated and the library is updated with recent software which makes the resources more organized and accessible to the students and faculty.
- CCTV cameras are installed at most sensitive places for security purposes and it instills a sense of security amongst the college inmates who feel secured under CCTV camera surveillance.
- Keeping pace with the modern technology official works including salary-related matters of both the faculties and the staff, other financial transactions are made through online treasury transactions.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** 34:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

**4.3.3 Bandwidth of internet connection in the Institution**

**Response:** A. 750 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 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:** 77.62

##### 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
91.11	105.29	58.51	80.06	69.02

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

##### 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 policies and procedures in place for the maintenance and utilisation of infrastructure and facilities. Staff councils/committees are responsible for decision-making for upgradation and maintenance of the same.

#### PHYSICAL AND ACADEMIC FACILITIES

While the caretaker is responsible for general maintenance of classrooms and the auditorium, ICT facilities are maintained by the computer lab-in-charge. In case of malfunctioning projectors, the College Development and Purchase Committees authorise the necessary repair. Instructions are displayed outside classrooms to maintain silence in the corridors and to avoid loitering. Electrical equipment are switched off after use and classrooms/labs are locked in the evening by the day chowkidars and orderlies. Students are oriented to take care of the college property. Computers are password protected and are to be used only for

academic purposes. No software outside the curriculum is allowed to be downloaded. Computers are shut down after use. Laptops/desktops, licensed software, CCTVs, and ACs are maintained/upgraded based on an annual maintenance contract. Teachers-in charge/committee conveners/office administration gives the requirement for various articles to the General /Departmental Purchase committee and purchase is done after necessary review. Maintenance of the same is done as per the need.

**Library:** The library committee is in charge of the maintenance of library infrastructure and other facilities. It also has the responsibility to purchase/procure books and other materials as per the requirement received from the college departments and recommendations of the Principal. In the year 2020-21, books were procured through e-tendering by empaneling vendors. Policies entail payment of the fine in case of loss, damage, misuse of books and membership cards, and for late return by the borrowers.

**Laboratories:** All laboratories are maintained by the laboratory staff. Laboratory wastes are managed as per established government norms. For timely purchase of consumable and non-consumable items for the laboratories, requirements are proposed through departmental purchase committees/the teachers-in-charge. Stock registers are maintained for purchases and utilization of consumables. There is also an ethical committee framed in the college to monitor the optimum and judicious use of the various lab resources. Instruments required during class are issued against the ID cards of students. Safety measures and important instructions pertaining to the use of equipment inside the laboratories are displayed. Fire extinguishers are placed outside laboratories for emergencies. Physical verification of laboratories is done at the end of each session by a committee appointed by the Principal and obsolete and beyond repairable/unserviceable items are recommended for write-off purposes. .

**Gardens:** The College Beautification Committee looks after all the gardens and their maintenance. The committee purchases the flowers and plants from the nursery after surveying and then the gardens are maintained. Maintenance includes weeding, watering, manuring, grass cutting, pruning, landscaping, beautification, etc. Green Audit of the garden are conducted routinely. Periodically, the social forestry department also provides plants to our institution which has created a clean and green ambience in the campus.

**Sports:** Sports grounds are maintained by our daily wagers/ need base employees under the supervision of the sports department of the college. Grass cutting, weed removal, and watering of the field is done regularly by using the latest available gadgets. Security guards and chowkidars also keep and check on the ground. Sports equipment is purchased/upgraded as per requirement. Students use the sports ground for training purposes with prior permission and under the guidance of a physical Director. Students utilize the sports kits and equipment for practice and games from the Physical Education department. Basic fitness equipment is available for use in the college gymnasium. Our sports grounds are the best and largest in the Higher Education Institutes of Jammu

## SUPPORT FACILITIES

The college is a non-smoking zone. “No-Smoking” signs are displayed at various places in the campus. Cleanliness/sanitation of the entire premises is maintained by our own daily wagers/need base employees. Dustbins have been installed at various places to avoid littering and the agency cleans the premises twice a day to maintain hygiene and cleanliness. Post-Covid Sanitisers have been installed at strategic locations in the college premises and CAB is being assured by various other means.

**Cafeteria:** The college cafeteria/canteen caters food to staff and students. The food menu and the rate are

decided by the Canteen Committee. Annual contract for the canteen is awarded by inviting tenders online. Adherence to norms for cleanliness, quality and hygiene of food is monitored by the Canteen Committee.

**Bank:** Banking facility is also available as J&K bank has a branch in the college premises that caters to all students, former and present employees. This facility is used for salary ,fee payment and other transactions.

**Medical facilities:** To ensure the availability of basic medical facilities for the students, a small dispensary is functioning under the supervision of an experienced pharmacist. This dispensary maintains a stock of medicines and other related items for the first aid.

**Hostel facility:** The college hostel has a capacity to accommodate more than 185 students and has a well maintained kitchen with spacious dining hall and one common room for college boarders providing all the necessary recreational facilities like TV, newspapers and magazines. Facilities for indoor games are also available and the hostel works under the supervision of resident hostel warden.

**Accomodations:** There are two residential flats/ accomodations available in the premises ,one for College Principal and another for Hostel Warden along with parking facilities and other amenities. The residential complexes are maintained by the college.

To instill adherence to policies for safeguarding college property and for maintaining discipline on campus, details of members of the Admission Committee, Student's Grievance Cell, Discipline Committee, Student Advisory Committee, and Anti-ragging Committee are displayed at the college entrance and on the website. Codes of conduct are also displayed on the website and at the entry gate.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## 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: 12.19

##### 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
321	532	592	459	481

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[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: 2.48

##### 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
49	35	95	153	133

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View Document</a>

### 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:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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:** 3.98

#### 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
150	126	23	308	145

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 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	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

**5.2 Student Progression****5.2.1 Average percentage of placement of outgoing students during the last five years**

**Response:** 1.38

**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
21	7	8	25	6

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

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

**Response:** 21.28

**5.2.2.1 Number of outgoing student progression to higher education during last five years**

Response: 275

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 3.42

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1	4	2	1	0

#### 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
29	56	45	48	26

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

## 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:** 104**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
02	37	26	30	09

<b>File Description</b>	<b>Document</b>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)****Response:**

Each academic year starts with the selection of class representative (CR) from each section of B.Sc. class. The selection of student representatives is an indispensable part of the academic and administrative committees of our institution. The student representative is elected from the class representatives in the presence of faculty teams. A team of student representatives including the President, Vice President and Treasurer is elected. The role of CR is to represent students' views and grievances and convey these to the concerned authorities for discussion and resolutions. The student body provides important information viz. feedback regarding curriculum, teaching-learning and evaluation process. It also creates awareness among the students about various extension programs and plays an important part in the academic activities of every department. The student body actively participates in the college curricular as well as co-curricular activities and encourages all the students and also ensure their active participation in seminars, debates, cultural events, sports, contributions to college magazines as well as events organized by various committees of the college.

The student representatives actively take part in encouraging students to participate in the student-oriented programs of the college *i.e.* NCC, NSS, departmental educational tours, picnics and field trips.

The students also participate with NSS volunteers in the various events conducted within the campus like college cleanliness drives, plantation drives etc. During the last few years, due to pandemic, the college was not able to elect the representatives in these bodies in the college but even then many student volunteers in collaboration with an organization other than NCC and NSS volunteers took part in various

activities like visiting orphanages, letting people aware about the usage of sanitisers, masks, etc. The students in collaboration with an NGO Khalsa Aid provided food packets, medicines, wollen clothes in slum areas. During the lockdown, the students made oxygen cylinders available to patients and donated blood as and when required. The students residing in rural areas provided homemade masks to the public around and awarded them about COVID-19 SOPs. These students always help the other volunteers in beautifying the college campus.

The stakeholders are given due place in the college committees like Discipline Committee, Hostel Committee, Hostel mess committee, Canteen committee, grievance redressal cell, Literary committee, women studies centre, Sports committee, cultural committee, Tour and Picnic committee etc and their views are always pondered over and given due weightage. These students always help to organize various sports and cultural events in the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 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:** 59.2

#### 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
19	36	57	79	105

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 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:**

Our College is always committed to strengthening ties with its alumni. The role of alumni is very important for the overall development of the college. Our alumni are well placed in various fields and professions and the institution is benefitted from their valuable support and guidance. The campus has reared alumni from all walks of life who made an indelible mark on Indian canvass. To mention a few, former chief justice of India Justice A.S. Anand, former Chief of the Army Staff General N C Vij, Renowned Santoor Maestro Padam Vibhushan Pandit Shiv Kumar Sharma Ji, IPS IAS and IFS officers, several state and national Politicians, Bureaucrats in central and state services, the personnel in defence services, police, players and coaches of national and international repute. Most of the teachers in Universities, Colleges, Schools and researchers too trace their roots here. Our college always tries to strengthen the bond with its alumni. It inspires the present students to strive for higher goals in life. In this context, there is an alumni committee that arranges the meetings as well as the Alumni Meet. In the past years, few meets were organised. Previously offline meet was organized under the aegis of Principal Dr. Ajeet Angral in the year 2018. It was a well planned and well coordinated Heritage Cum Alumni meet. The event was a mixture of cultural and festive programmes under the UGC Heritage Project. The meet was a successful event due to the massive participation of alumni from various fields and organisations. The alumni asserted that in the near future they would make the students, parents and other stakeholders familiar with the past glory of the college. In the present scenario of pandemics, offline alumni meetings could not be possible. This time an online meet was organized to interact with alumni. The meet was organized Under the patronage of worthy Principal Dr. Ravender Tickoo in the month of November 2021. Eminent Alumni participated enthusiastically in the event. Officers from corporate houses, Secretary BOPEE, bureaucrats and many more attended online meet wholeheartedly. The alumni appreciated the initiatives taken by the Principal of the college and applauded the team efforts. They enjoyed the momentous event by sharing their sweet and sour memories, some of them sang melodious songs too. The Principal of the college also addressed the gathering and assured that the important feedbacks received by the alumni will be implemented when and wherever needed for the development of the college. He also requested them to formulate the alumni association and asked for their contribution in future for the development of the college. During the event, the alumni showed their keen interest in the development of their Alma mater and also wanted to contribute both financially as well as physically to the upliftment of the institution. These persons of repute have always lent a firm hand as and when required and have come out of their ivory chambers to ease out the situation.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

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

**Response:** E. <1 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 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:**

#### **MISSION:**

- *To impart education through value based holistic teaching by integrating traditional and modern practices.*
- *To inculcate core values of gender equality , human rights and ecology in the young minds.*
- *To equip students with the skills needed to adapt better to the changing global scenario and gain access to multiple career opportunities.*
- *To collaborate with other academic and research institutes to strengthen the education, research & innovation ecosystem.*
- *To maintain and promote quality, transparency, compliance and sustainability in governance.*
- *To mentor socially responsible citizens who can contribute constructively to society and the country.*

#### **VISION:**

*We envision to emerge as one of the premier institutes of higher education transforming into a transparent, efficient and overarching seat of teaching learning to create world leaders in the field of science, research and innovation.*

The college has a robust governance system – consisting of different arms, The Higher Education Department (HED, J&K Govt.), the Cluster University of Jammu (CLUJ) and the College Administration. This three tier system is aligned to the UGC regulations, CLUJ guidelines, and SROs from HED as applicable from time to time. HED provides financial support and administers the appointment and posting of teaching and non-teaching staff in the college. All academic and administrative affairs of the college are executed by the chair in consultation with the above mentioned entities with the active participation of faculty and administrative staff. The Principal also acts as the financial authority, drawing and disbursing officer (DDO), in the college.

For effective leadership, different committees are framed by the Principal to implement various action plans. At the beginning of the academic year, Internal Quality Assurance Cell (IQAC), Advisory Committee (AC), College Development Committee (CDC) meet under the chairmanship of the Principal to discuss plans and activities to be executed over the current academic year.

The college has a well-established Grievance Redressal Cell and Psychological Counselling Cell which works effectively throughout the year and conducts various sessions where students open up about any kind of mental, emotional stress they have in their personal life. Mentoring groups have also been formed for guiding and catering to the needs of students. Issues of indiscipline if any, sexual harassment, etc. are referred to the Discipline Committee, Anti-ragging committee and Committee against Sexual Harassment for redressal (CASH). The college also boosts self-confidence, high self-esteem and social

skills of the students by exposing them to different activities like debate, quiz, seminar, cultural activities.

The chair is always forthcoming in listening to any kind of problem, suggestion by the employees in the college. The faculty is encouraged to update their academic excellence by way of participating in various orientation programmes, workshops, FDPs, seminars and conferences.

Both the mission and vision of the institution is in tune with the objectives of Higher Education policies of the nation. The institute would like to implement new initiatives as per the NEP 2020 to further strengthen the governance process, so as to make it ready to compete against the best in the world.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### Response:

The institution believes in democratic and participatory mode of governance for internal co-ordination and continual monitoring with all stakeholders participating actively in its administration. The Principal in consultation with various committees, cells and staff representatives plays an important role in determining the institutional policies and their implementation. The administration is meticulously involved in planning and optimally utilizing all available resources. This has been made possible due to excellent interpersonal relationship among stakeholders across different levels. There is a sense of belongingness among the staff and students due to the positive approach of the administration. The chair encourages staff to give suggestions for the overall improvement of the institution.

A particular reflection of this practice of decentralization and participative management can be seen in following areas:

#### Role and responsibilities of the Head of Departments (HOD), He/She

- is empowered to make routine adjustments in the department, and to allot teaching assignments and evaluation duties.
- convenes departmental meetings where the programmes for the entire department is decided.
- plans seminars, workshops, remedial measures, inter- departmental or/and inter-college exercises, departmental excursions and study tours.
- oversees the paper-setting, moderation, evaluation, and marks submission of all internal examinations of the department and monitors departmental record of students.

**Purchase of books:** The books are purchased as per the availability of grants released by the Govt. under books and periodical head. This grant is allocated department wise in a joint meeting of College Library Committee (CLC) with HOD under the chairmanship of the Principal. In the past, books were procured as

per the requisitions forwarded by the head of departments. The teachers would visit registered (FPBAI) booksellers and place supply orders.

However, in 2020-21, books have been procured from empanelled booksellers by inviting Expression of Interest through a notice on Govt e-tendering portal and the same was publicized through local newspapers for wider coverage. The recommended list of books was forwarded to the two book sellers for procurement. Books were later matched with the requisition list. HODs certify the books as per the requisition and recommended books, journals for the College Library. Further, bills are endorsed by each and every member of the CLC and submitted to the accounts section after getting approval from the chair for further processing.

**Admission and Examination Process:** Admission to various courses in the college is done through online mode that consists of registration on admission portal, online filling of admission form, declaration of provisional rank, declaration of final stream wise rank list. The entire schedule is updated on the University website. After online admission, the physical verification of documents takes place in the college by the admission committee comprising college faculty.

Being a constituent college of the CLUJ, examination and evaluation process for CBCS students is controlled by the University and a standardized process in semester examinations is followed by the College. Paper setting, conduct of the examination and evaluation is done by the staff of the college as per university statutes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

The basic policy of the college is to improve upon its infrastructure, both by way of augmenting the existing building spaces, upgradation of laboratories and equipments, so that we are able to provide the best of facilities to the students conducive for academic excellence and their overall development. For construction, repair, upgradation of infrastructure the college seeks DPRs and cost estimates from executing agencies like R&B (PWD), JKPCCE etc. and forward it to HED for approval.

At the same time, college also strives to improve upon its human resources, both teaching and non-teaching, so that they come up to the expectations of the stake holders. For this, various capacity building initiatives like seminars, conferences, webinars and workshops have been organised in the college from time to time.

The college has a well chalked out plan in different areas like academics, sports, community outreach,

social consciousness, human resources development. As per the New Education Policy (NEP) 2020, and under directions from the HED, the college has initiated building a research, innovation and skill ecosystem. In this context the college has been provided with funds under capex budget to establish research laboratories in Physical Science and Computers, IT and Electronics as a Hub college and a Spoke college in Biosciences in a Hub-Spoke Model initiated by HED. College also acts as a hub college for Skill enhancement programme in Pharmaceutical Chemistry and a spoke college for Food Processing and Food Technologies. To support this the new skill labs and modern infrastructure, renovation of existing space, procurement of machinery/equipment has already been initiated by the college. DPRs for Innovation /Incubation centre have also been sent to Higher Education Department for sanction and final approval.

Another activity to support strategic/perspective plans is the strategy adopted by the college to use Virtual Lab (VLab) to tackle problems faced by the students in practical classes during the COVID-19 pandemic. For this purpose, our college has conducted more than 50 inhouse VLab workshops and sessions for the students of different semesters in various subjects. More than 1000 students have been involved in such workshops for all the science subjects.

A series of Vlab workshops cum practicals have also been conducted by the staff members from different departments like Chemistry, Physics, Botany, Zoology, Electronics, Computer Science etc of our college as well as in the outreach college (School of Sciences, Padma Shree Padma Sachdeva P.G. College For Women, Gandhinagar, Cluster University of Jammu) for the students of different semesters of BSc/BCA, Integrated(Hons).

The college has drafted a plan to streamline and prioritize such strategies for the coming years. The educational needs of upcoming digital era require continuous adaptation to the emerging situations like improving research output, introduction of interdisciplinary programmes, enhancing skills and entrepreneurship-based inputs in curricula, academia-industry linkages harnessing ICTs for overall development. A significant improvement has been made in these areas in the recent past and consistent efforts are being made to achieve further goals.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### **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 is the supreme authority in the college and all the Head of Departments (HODs) report to him for prior approval, as per the rules and regulations of the State Government. The Principal is assisted by well-established office, headed by a Section Officer. A separate Accounts Section in charge i.e. an accountant, also assists the Principal in financial matters. The working of the college administration is

decentralized as a result of establishment of various committees and cells composed of faculty members and Student representative. The final approval by the Principal depends on the recommendations of these committees. The Principal administers college through a well defined Organogram which is available on college website. Keeping in mind, the vision and mission of the college, all these committees and cells take care of curricular and co-curricular activities in the college.

The Principal also convenes frequent meetings with the Head of Departments, where decisions are taken by consensus, within the parameters set by the government. The internal coordination is carried out effectively through the proceedings of various bodies such as Advisory Committee, College Development Committee etc. The Principal monitors the complete coordination of the proceedings through meetings held on regular basis. Besides, the coordination is also monitored through the IQAC meetings. All the key decisions are taken by consensus after approval of the chair.

The functions of some of these bodies is briefly described below:

**IQAC:** IQAC is responsible for devising the Institutional Development Plans (IDP) of the College, such as academic excellence related initiatives, extension programmes, teacher support and capacity building etc. in consultation with different stakeholders .

**Advisory Committee:** The Advisory committee is the principal executive body of the college, and is responsible for direction and control of the affairs in the college. It is also the main academic body that exercises general supervision over the academic work, promotes research activities, maintains proper standards of examination, and all other academic matters related to the college.

**The College Development Committee:** It has been constituted for conceiving the ideas and preparing development plans of the college, monitoring the implementation of approved plans of the college and schemes.

**Purchase Committee:** The Purchase Committee has been constituted for purchase of items recommended by college administration and according to the requisitions forwarded by the departments and approved by the Principal. The purchases are made either by tendering or on Gem portal.

**Scholarship Committee:** The scholarship committee is one of the important committees of the college and has been constituted for the purpose of providing financial support to the students based on their economic status, category and academic achievements. Different scholarship schemes are available for the students both at National (CSSS/Minority/ST) as well as State level (JK Social welfare Department for SC/EWS/OBC/Pahari Speaking). Besides this, the college also provides General Financial aid to the poor and needy students. Different scholarship schemes are reflected on the college website.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 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:** B. 3 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The staff is governed by the State Government Civil Service rules and can avail schemes meant for the State Government employees.

The employees and their dependents can avail medical reimbursement scheme, in case of ailments, within and outside the state. This is over and above the fixed monthly medical allowance paid to each employee. The employees can also opt for State Life Insurance (SLI) at a very nominal premium. The Employees are also covered under group insurance on a nominal yearly premium. All employees of the college are being offered a House Rent Allowance @18 percent of basic pay. Employees can also avail government accommodation either by surrendering HRA or by paying rent as fixed by the State Govt. from time to time.

Employees are also entitled to Leave Travel Concession/Leave Travel Allowance. Travel allowance is also given to teaching and non-teaching staff according to the pay level they figure in.

Moreover, all the permanent teaching and non-teaching members of the college contribute towards the General Provident Fund (GPF) and National Pension System (NPS). The employees who are appointed prior to 2010 are covered under GPF and the employees who are appointed after 2010 are covered under NPS.

Employees also have a leave encashment facility of 10 months of last pay at the time of their superannuation.

The employees who are on temporary basis are provided with financial assistance from the College Local Funds and by pooling the amount amongst the entire staff of the College in case of medical exigencies and any natural calamity.

Women employees can avail Maternity leave of 6 months, 2years of child care leave and male staff can avail paternity leave of 15 days.

Besides this, 15 casual leaves, 10 full days' medical leave, one month earned leave (for those detained in the college during the time of vacation period in the academic calendar of the college), 45 days' summer vacations and 10 days' winter vacations are given to the teaching and non - teaching staff as per govt. Rules. College staff members have also availed medical reimbursement scheme.

Staff members are encouraged to participate in conferences/workshops/orientation programmes/symposium etc. and are allowed to attend the refresher/orientation courses as required by the staff for placement in higher scales/grades. The department of Electronics and Computer science organise various training programs to upgrade the technical skills of college staff time to time.

Besides above, the institution gave top priority to the welfare of the college staff as they play an important role in the overall functioning of the college. For this purpose, the college has a staff welfare committee headed by the Staff Secretary, who apprises and advises to the Principal for various issues concerning the staff. The committee collects funds from staff to provide an incidental help to the staff member in need.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 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:** 4.94

#### 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
05	19	00	00	03

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### 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:** 2.2

#### 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
03	03	03	02	00

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 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:** 70.83

#### 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
147	78	29	93	22

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

#### Response:

The performance of teaching and non-teaching staff of the college is based on an annual performance report. The format for APR is provided by the State Govt. Performance Appraisal reports are a prerequisite for clearing of probation, promotion and selection for higher posts in colleges and other Govt. Departments. Annual Performance reports are submitted by the faculty in the prescribed format at the end of every academic year to the Principal for his observation/ comment/ recommendations. These incorporate the results for the concerned year for each class/section taught by the faculty member, academic and research activities, examination, involvement in the college committees, attending conferences/workshops/publications etc. The Principal confirms the report submitted and also appends his own comments by way of employee commitment towards his/her duties, punctuality, performance, obedience etc. The APRs-Annual Performance Reports are given by the Principal and the API scores are calculated for each of the three categories. The Principal in consultation with IQAC committee of the college recommends the faculty for placement into next higher grade in accordance with CAS. The same is then forwarded to the Higher Education department for final review and recommendation by the Commissioner/Secretary. Any adverse comment in the APR by the Principal is communicated to the concerned employee to present his/her view or defend his/her own view point.

For the non-teaching staff, there is also appraisal system in the form of character role/ACR which is based on the parameters like handwriting and neatness, reputation for honesty, capacity and intelligence, acquaintance with rules and orders, knowledge and skill in dealing with accounting matters, witness in dispatch or business, punctuality and regularity, manners and powers of working with officers.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

Being a government Institution, the financial audit is conducted by the external agencies: AG Office, Government Finance Department as per the rules framed as per GFR/CSR. All grants sanctioned and

utilized as per approved norms, are audited by two agencies viz. Internal snap audit conducted by the Finance Department J&K Government and external audit by the Auditor General Office, Govt. of India. A team of auditors from Finance Department J&K and AG Govt. of India inspects all the records pertaining to the grants received by the college and their proper utilization every year. In addition all UGC grants are also audited by a chartered accountant. The queries raised by these auditors through different para are properly addressed and resolved.

Within the college there is a proper account section in the college. The accountant, assists the Principal in proper utilization of the financial resources, as per the norms of the government. As per the need and requirement, a committee of faculty members also assesses and monitors the judicious distribution and utilization of funds and reports to the principal. If any discrepancy is found, a query is raised and such a query is settled through consultation with the account section of the college.

The Accountant General's Office also conducts an independent inspection of the grants. The salary is reconciled by the AG. Last snap audit was conducted in the month of July, for the financial year 2020-2021. No major/significant audit objections are pointed out during the current financial year.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 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
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

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

**Response:**

There is a well-established system in the college for mobilisation of funds and optimal utilisation of its financial resources. The college submits budget estimates for the year through platform of BEAMS (Budget Allocation and Maintenance Service) and Director Finance Higher Education releases the grant after consultation with administrative head of HED from time to time through the same.

Principal and the concerned committees (IQAC, Advisory Committee, College Development Committee, College Purchase Committee etc.) of the college monitors the use of funds received from the state government/UGC/RUSA/DST/Capital Expenditure grant from Department of Higher Education. The grants received from the government are used for purchase of books, equipment, for upgradation, maintenance and construction of additional infrastructure. The other financial provisions include Material and Supply (M/S) and Material and Equipment (M/E), Books and stationery and OE components.

The mobilization of funds is also executed by the principal as per the requirements of different departments of the college. The departments submit requisition list to the Principal with different specifications. The Principal orders procurement of items/equipment through tendering/e-tendering/ or through the GeM portal following the codal procedure. The entire purchasing takes place through Purchase committees constituted in this regard, which ensures all items are purchased as per specifications and requirements of concerned Departments.

The institute has at its disposal the funds collected from the students as a part of the admission fee. The fee is collected under different heads like pool fund, student aid fund, building maintenance fund, games and sports fund, reading room fund, furniture fund, medical aid fund, Relief fund, Red Cross fund, miscellaneous fund, NSS fee, digital and networking fund, cultural fee. Science students also deposit laboratory fee. For CBSE students there is an additional eligibility fee. Fee collected can be used for the welfare of the students with approval from the administrative department wherever necessary and some of it is remitted to the higher education department as pool fund.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 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:

Internal Quality Assurance Cell (IQAC) of the College has been set up as per norms prescribed by NAAC recommendations such as Principal (Chair), senior faculty members, members from administration, prominent alumni. IQAC meets regularly to review the performance of the institution that plays a very significant role in monitoring and assessment of the overall performance of the college. The IQAC coordinator, who is also the convener of the College NAAC Committee, convenes various meetings throughout the academic session to monitor and assess the teaching-learning process, feedback system, learning outcomes, infrastructural developments. The members of IQAC/NAAC contribute significantly to improving the teaching learning strategy and to the prior cycles of accreditation in 2004 and 2015. IQAC

has not only strategized the quality but also institutionalized the processes by;

- constituting the IQAC steering committee as per the guidelines.
- implementing the recommendations of NAAC Peer Team of last two accreditation cycles
- devising the Institutional Development Plans (IDP) of the College, such as academic excellence related initiatives, extension programmes, teacher support and capacity building etc. are floated through the IQAC of the College, in consultation with different stakeholders and sections of the College.
- training of the faculty by exposing them to processes which are being followed by nationally acclaimed and accredited universities and institutions.
- assessing the student's needs and helping them in their transition from a purely 'classroom type' learning to classroom cum project based learning.
- introduced an external review of the teaching learning process.
- introducing hybrid learning (Online & Offline) through modern teaching-learning platforms.
- establishing a liaison with Alumni, Parents, local administration and regulatory bodies like UGC and DST to achieve better synergy with all these stakeholders.
- devising ways and strategies for improvement of academic standards and administrative efficiency of the College.
- monitoring, improving and enhancing the institutional best practices and evaluating the outcomes.
- setting quality standards as per the requirement of the changing educational scenario.
- evaluation of the progress of infrastructure and its optimum utilization.
- consolidation and analysis of Student Feedback, Feedback from Parents, Alumni and devise plans to address the issues.
- regular visits of the IQAC to the departments for assessment and implementation of quality initiatives in consultations with the H.O.Ds
- highlighting new emerging changes in quality assessment and accreditation process.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**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:**

IQAC has been assessing the quality of education, revision of course curriculum, student support system, faculty development programs, identifying the infrastructural shortcomings, feedback system, and various curricular/co-curricular activities in the college since its inception in 2004. IQAC regularly reviews the institutional goals, objectives and action plan to be taken for overall academic excellence.

IQAC, in consultation with Principal, NAAC steering committee, Advisory committee proposes an action

plan at the beginning of the academic session to achieve the institutional vision and mission whilst bridging the gaps and overcoming the shortcomings in the teaching-learning processes. IQAC/NAAC teams meet regularly with students, teachers, parents and the alumni of the college to highlight the various activities to be carried out by the colleges as per the UGC guidelines, as well as the instructions of HED/CLUJ to enhance the teaching-learning standards for developing well-oriented students at the end of an academic session. The meetings are primarily focused on the core agenda of reviewing the learning process, structures & operational methods for assessment, evaluation procedures, the infrastructural requirements and learning outcomes. The recommendations put forward are tabled for discussion with the concerned. The plans are subsequently operationalized with an assessment of the resources and the mobilization of resources.

#### **Following are the NAAC Peer Team recommendations (Cycle-II, 2014)**

1. Laboratory Infrastructure in Science courses be strengthen
2. Students centric MIS and Mentor System be established
3. The State Govt. should make immediate efforts to regularize the temporary teachers
4. State government may implement the complete package of the UGC Sixth Pay Commission Recommendations
5. Alumni Association may be registered
6. There is an immediate urge for the launch of new PG courses
7. Institution may collaborate with prospective employers, neighbouring industries and other academic intuitions
8. Faculty member may explore for research projects from various agencies
9. Transport facility may be strengthened
10. Efforts to augment technical man-power requirement of Science Laboratories be made.

**Action Taken Report:** The College has taken the following steps to address the recommendations of the NAAC Peer Team, 2014:

1. The laboratory infrastructure has been substantially strengthened with the installation of projector-screens, IFPDs, quality instruments and equipment including the purchase of the chemicals and materials for labs of chemistry, physics, botany, biotechnology, electronics etc. through GeM ordering. A proposal for renovation and refurbishment of nine science laboratories for upgrading the laboratory's physical infrastructure is underway. The works of which may start soon.
2. Being a constituent college of the CLUJ, a partial MIS system for students is in place in terms of online admission including stream choice counselling, admission and examination fee payment, evaluation and re-evaluation of records and important notification for academic activities are published on college and CLUJ website. The student mentorship program has been initiated, post NAAC Peer Team visit in 2014 and college faculty were allotted a group of students to interact with students in and off the class. The student mentorship has evidently played a great role in the online teaching during the COVID-19 Pandemic period started in March 2020. Now a day's student mentorship program is being carried out in more organized manner, especially, post COVID-19 shutdown and face-to-face (offline) teaching.
3. The HED has been informed from time to time about the dearth of regular teachers in the college and consequent upon HED has been actively recruiting new faculty to overcome this dearth. However, the recent rationalization of faculty in the government colleges, due to the establishment of new colleges, has continued the academic engagement process for temporary teachers in the college. The college has succeed in getting 11 posts of lab bearers this year which has strengthened

our non- teaching staff.

4. The college Alumni Committee has been actively connecting with the Alumni, however the COVID-19 shutdown has slow down the process. Nonetheless, the college shall encourage the alumni register for an Alumni Association.
5. The CLUJ has been introducing PG courses in its various schools and college, college is providing support through the sharing of space and faculty for coordination. The College is also aspiring to open PG courses in other science subject for which a proposal has been submitted to HED. College faculty is also involved in P.G. Integrated Programme in the subject of Botany, Zoology, Physics, Chemistry, Geology and Mathematics.
6. Academic linkages have been expedited after NAAC recommendations and couple of MOUs have been signed with different industrial and Training institutes for up-skilling of the students. The linkages have been established with NIELT, IIM, IIIT and initiatives have been taken to sign research facility and knowledge sharing MOUs with IIT and University of Jammu and Central University of Jammu. Industrial, Academic and Technical Collaborations have been established to provide subject specific and generic knowledge and exposure for the students.
7. The college faculty has been permitted to pursue research degrees within and outside India in interdisciplinary/multidisciplinary areas. Several faculty members also submitted applications for research grants to the funding agencies in the state and center, unfortunately, no success so far. Moreover, the College has established two research laboratories under the HED Hub-spoke model.
8. Transport, Canteen and Toilet facilities have been strengthened and covered parking sheds made for use of staff and the students.

Additionally, eminent experts of State/National/International repute from different areas have been invited for guest lectures, talks, seminars, workshops and conferences in order to expose the students to latest developments in knowledge and expertise. CBCS has been implemented from 2017 onwards, the courses and programmes have been revisited and learning outcomes-based curriculum framework is promoted. The members of BOS-Board of Studies have reviewed and recommended many changes into the curriculum. These changes are either incorporated or being incorporated in curriculum framework. The learning outcomes are being specified with the purpose to incorporate the skills and achievable objectives for equipping students with more skills for employability and preparing them for life. The course structure is being remodelled for incorporating basic practical skills, hands on training and experience in the context of basic and advanced learning topics as envisioned by the IQAC of the College.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

### 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 initiatives with other institution(s)**
- 3. Participation in NIRF**
- 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** D. 1 of the above

<b>File Description</b>	<b>Document</b>
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

NAAC

## 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 College sensitizes students and employees regarding gender equity and takes the social responsibility of creating awareness among the people about the importance of gender sensitivity by organizing various activities initiating various measures.

##### Safety and security

The college promotes various safety procedures with emphasis on the infrastructure, resources, emotional and physical well-being of the students to create a safe learning environment within the college premises by adopting the following measures:

- The college has installed CCTV cameras at vulnerable points within the college and hostel premises.
- Security personnel is deputed at the entrance gates. Entry of outsiders within the premises is strictly prohibited.
- Whenever the students go out for field visits, picnics, or tours they are accompanied by both the male as well as female teachers, and the information is also passed on to the Police department of the concerned area to make the necessary arrangements for the security and safety of the students.
- To make the students aware of the crimes prevalent in society, regular programmes are organized by the College to sensitize women against violence, gender discrimination, female foeticide, etc.
- The institution has constituted various committees/cells as per norms laid by UGC viz. Grievance Redressal Committee, Anti-Ragging Committee, Committee against Sexual Harassment, Discipline Committee for the well-being of students and staff.
- A Sanitary napkin vending machine and incinerator are installed in the girls' washroom to ensure comfort to the girl students strengthening their basic hygiene-related needs.
- Phone numbers of the Police helpline and Convener Discipline Committee are displayed on the notice board.
- The institution has a First aid centre along with a pharmacist to provide immediate first aid to the students.

##### Women's Studies Centre (WSC)

The College has a vibrant WSC which conducts regular awareness programs, workshops, lectures, etc. covering various gender-sensitive issues like gender sensitization, sexual harassment, the importance of education for a female child, maintenance of personal hygiene, save girl child, and also spreading awareness regarding various schemes for Start-ups, etc. From August 2017 to December 2017, a series of lectures was delivered by about twenty-five faculty members of the college for spreading the message of gender equality, empowerment, and gender justice among the students. The lectures were compiled in the form of a booklet entitled "Lecture Note of Gender Sensitization Drive" which was released by Dr. Z.A

Chaat, Director Colleges, Higher Education Department, J&K in March 2018. A Similar lecture series was organized by the centre from August to September 2018.

### Psychological Counselling

The college has a Psychological counseling cell under the Manodarpan program of the Department of Higher Education, Govt. of J&K, which cater to the social, personal, emotional & psychological needs of the students in order to help them achieve academic success, personal development, and wellness.

### Common Room

The institution provides a facility of common room to the students which they avail during their vacant period or at the time of need.

File Description	Document
Link for 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	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

### 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:** B. 3 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 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 (SWM):**

A dedicated SWM program on the campus to sensitize and build the consciousness of the campus occupants towards waste management is a regular feature. Separate waste bins for recyclable and non-recyclable wastes have been installed at identified places throughout the campus which facilitates the proper waste disposal.

The bins are colour coded specific to a category of solid waste, viz.

- Green – Biodegradable/organic waste
- Blue – Recyclable waste like paper, cartons, cans, metallic items, etc.

**Management of Organic Waste:**

- The college practices composting on the campus for the management of organic waste generated primarily from green areas and gardens. The compost produced is then used as fertilizer.

**Non-Biodegradable Solid Waste:**

- For the collection and disposal of all non-biodegradable solid waste, the College has tied up with the Municipal Corporation which collects the College waste for further processing.

**Electronic Wastes:**

- The e-wastes (electronic and electrical) are channelized through registered recyclers/dismantlers with the CPCB/SPCB and disposed of in accordance with the e-Waste Management and Handling Rules, 2016.
- The respective departments of the college prepare an inventory of the e-waste on regular basis for its effective management and disposal.
- An E-waste dropbox has been installed on the campus for the staff and students for disposal of cell phones, batteries, etc.
- Annual E-waste returns are also filed by the college and sent to the State Pollution Control Board.

**Plastic-Free Campus:**

- The College campus has been declared as a plastic-free campus.
- Single-use Plastics items including bottles, bags, cups, cutlery have been banned in the college campus as per the order issued by the Govt. of India on 2nd October 2019.

**Waste Recycling System:**

- The College has adopted a minimum and essential use of paper which helps in the conservation of resources. Day to day communication and dissemination of information is carried out through official WhatsApp groups, Google forms, and emails.
- The waste paper is picked up by Gandhi Sewa Sadan, Jammu, and recycled for further use.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>

#### 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
Any other relevant information	<a href="#">View Document</a>

#### 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: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### 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:** A. Any 4 or all of the above

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### 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:** C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 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:**

Many initiatives are undertaken by the College to promote an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities. College makes strenuous attempts to create an inclusive environment. The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religions, regions are studying here without any discrimination and celebrates their religious festivals like Gurupurab, X Mas day, Lohri, Diwali, etc. with the participation of students and staff from all sects and religions. The college plans and conducts many events to construct and promote an atmosphere for ethical, cultural, and spiritual values among students and staff in order to create a country of the noble young generation who is morally responsible.

- The students of our institution organize cultural programs depicting State and National culture. Our NCC cadets and NSS volunteers engage in national integration camps and exchange programs

- respectively on a regular basis, where they learn about diverse cultures and the value of unification
- Commemorative days are celebrated on the campus with the initiative and assistance of the administration to foster tolerance, brotherhood, and religious emotions among students and teachers. To inculcate the sense of oneness and social peace, the college and its faculty and staff jointly celebrate cultural and regional festivals such as Fresher Day, Teacher's Day, orientation and farewell programs, rallies, oaths, plantation drives, Women's day, Yoga day, and festivals such as Diwali, Holi, Gurpurab, Navratri, Lohri celebrations, and so on. This establishes positive interaction among students of different racial and cultural backgrounds.
  - Every year, the college celebrates Hindi Diwas and Matrabhasha Diwas to promote language inclusivity. Furthermore, our teachers adopt a multilingual approach to teaching in order to help students comprehend concepts better and overcome language barriers.
  - Motivational talks by eminent persons are regularly scheduled in the College to help students develop their personalities and become responsible citizens who adhere to principles of social and communal peace and national unification.
  - Various departments organize field study tours and visit industries, within and outside Jammu. Faculty and students are exposed to different cultures through educational tours and picnics organized for cultural exchange of thoughts among the students
  - In the Institution, there is a Grievances Redressal Cell and an Equal Opportunity Cell, which deals with complaints without regard to anyone's race or cultural background, and ensures an atmosphere of equal opportunities for all on the campus.
  - The College has a separate code of conduct for students, teachers, and other employees which must be adhered to by all personnel, regardless of their cultural, geographical, language, communal socioeconomic, or other differences.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

**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:**

The college is committed to educating our students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Various programs and activities are organized both by departments as well as committees/clubs.

- Republic Day and Independence Day are celebrated every year to express gratitude and recall the struggles of our great freedom fighters
- The National Cadet Corps (NCC) Units, both Boys & Girls Units of the College are dedicated to

creating a ‘sense of patriotic commitment’ for national development. The NCC cadets participate in the Republic Day Celebrations at New Delhi.

- The College has two active National Service Scheme (NSS) units where students engage in community service programs.
- Celebration of National Voters Day.
- National Unity Day is observed with a pledge to rejoice in our magnificent history of National integration.
- Constitution Day (Samvidhan Diwas) is observed in the College every year on 26th November, to commemorate the adoption of the Constitution of India. The students and employees of the College are made aware of the significance of this day and the Fundamental Rights and Duties embedded in our Constitution.
- The College observes a Vigilance Awareness Week by organizing activities to foster righteousness and orient students towards combating corruption.
- The Road Safety Club of the College participates each year in Traffic Week/Month celebrations wherein the member students understand their responsibility towards following Traffic rules and regulations. They also conduct various awareness programmes comprising seminars, rallies, skits, posters, paintings, etc. in collaboration with the Motor Vehicles Department, Govt. of J&K.
- To promote Civic sense in the students, the College regularly organizes blood donation camps, food donation drives, visits to orphanages and elderly homes, first aid training seminars, and mock fire drills. During natural disasters in the country, donation drives are conducted to raise funds and other utilities for relief.
- To endorse the idea of the Swachh Bharat Abhiyan, the College organizes cleanliness drives like Swachhta Pakhwada and other related activities to make the students and staff realize that it’s their duty to keep their surroundings clean.
- Duty and responsibility towards the environment have always been prioritized by the College. Various days dedicated to the Environment are celebrated viz. World Environment Day, Earth Day, World Water Day, International Ozone Day, and likewise to raise consciousness on the pressing need for safeguarding our environment and conservation of the natural resources.
- Students are encouraged to participate in activities like Tree plantation drives, Animal Welfare, Pollution awareness Seminar, and events like “Combating climate change”, Making the best out of waste, etc. to name a few.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>

#### **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:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

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

**Response:**

The college believes in celebrating most of the commemorative days, events, and festivals in the college. It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating national and international days, events, and festivals throughout the year.

**Independence Day** is celebrated to mark the independence of India. On this day, our students participate in various formal events including flag-hoisting, march-past, and other cultural programs which are organized to commemorate the day of freedom culminating in the distribution of sweets.

**Republic Day** is amongst the three national festivals of India. This auspicious day is celebrated on January 26 to commemorate the adoption of the constitution. Like Independence Day, flag hoisting ceremonies and cultural programs are also organized.

**Gandhi Jayanti** is celebrated to commemorate the birth anniversary of the Father of the Nation, Mahatma Gandhi. Every year, this auspicious occasion is celebrated on October 2nd with great zeal and enthusiasm. This day is celebrated as Communal harmony day.

We celebrate **Teachers' day** every year on 5th September dedicated to **Dr. Sarvepalli Radhakrishnan**—the second President of India. Students express their gratitude and appreciation for their teachers on this day in the form of speeches and the cultural programme.

**Other Celebrations:**

**International Women's Day** Women's day is celebrated in our college every year on 8th March. It is about celebrating woman's success and raising awareness against gender bias.

**National Girl Child Day** The women studies centre of our College celebrates National girl child day every year on 24th Jan to provide support and opportunities to the girls.

**Constitution Day** Students of the College celebrate Constitution day every year on 26th Nov. to

commemorate the adoption of the Constitution.

**World Population Day** which seeks to focus attention on the urgency and importance of population issues is also celebrated in our College.

**World Wildlife Day** is celebrated in our College every year on March 3 to cherish the planet's wildlife and biodiversity

**World Environment Day, 5th June**, is celebrated each year to raise awareness regarding environmental protection and conservation.

**International Yoga Day** is celebrated on 21st June every year on the campus. The sessions include orientation on Yoga, its mental and physical benefits, and the performance of some yoga asanas.

**Pandit Deendayal Upadhyaya's Centenary and 125th Anniversary of Swami Vivekananda's** address at the Chicago World Parliament of Religions.

The College organized different activities and programs to celebrate the following national and international days

- *International Childhood Cancer Day (15th February)*
- *World Water Day (22nd March)*
- *Martyr's Day (23rd March)*
- *World Health Day (7th April)*
- *Earth Day (22nd April)*
- *Mother's Day (9th May)*
- *Doctor's Day (1st July)*
- *Plastic Bag Free Day (3rd July)*
- *Kargil Vijay Diwas (21st July)*
- *International Youth Day( 21st June)*
- *Akshay Urja Diwas (20th August)*
- *World Ozone Day (16th September)*

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 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: Gender Sensitization**

## **Title of the best practice: Gender Sensitization**

### **Objectives of the practice:**

GGM Science College, being a co-educational institute has taken the responsibility to create gender sensitization and increase the sensitivity of people at large towards sensitive needs of a particular gender with the following goals:

- To provide overall guidance to the peer group in integrating/mainstreaming gender in all activities of the Institution in the form of focused group discussions, debates, poster-making competitions, etc.
- To provide an integrated and interdisciplinary approach to understanding the social and cultural constructions of gender that shapes the experiences of women and men in society.
- To generate awareness in regard to equality in law, social system, and democratic activities.
- To bring a definite orientation in the thinking, practices, and approach of students concerning gender issues so that the stereotype mind-set of men and women about their unequal entities can be changed.
- To create self-confidence, self-dignity, and self-respect among girl students, and
- Above all, to make a gender-just society.

### **The Context:**

Gender bias is deeply ingrained in Indian society and in order to achieve the desired changes in people and society, we have to develop a well-thought-out strategy for gender awareness that takes into account the socio-cultural, economic, and psychological environment prevailing in the group of women. Our College, primarily a Science College, has to essentially implement the curriculum pertaining to sciences only and not humanities where gender sensitization is an integral part of the curriculum. However, our college is well prepared to handle and respond to gender-sensitive issues and provide an environment where men and women can work together with a sense of personal security and dignity. For this purpose, the Women Studies Centre of the College vigorously works to sensitize and educate students about gender so as to create an enabling environment of gender justice.

### **The Practice:**

The college takes utmost care in ensuring Gender equity among the students. This practice is implemented by training the students and encouraging them to participate in various gender-related activities. The College organizes many counseling and outreach activities through NSS, NCC, and Women's Studies Centre to create gender awareness and instill a responsibility among students.

- A mixed group of students is constituted for different academic activities including leadership from girl students also.
- The College has a Women's Studies Centre which is highly vibrant and conducts regular awareness programs, competitions, workshops, and lectures, etc. which cover various gender-sensitive issues like gender equity, sexual harassment, and the importance of education for the girl child, to maintain personal hygiene, save girl child, etc., and also provide awareness about various legal rights of men and women.
- The Institution conducted many seminars and workshops on themes like Domestic Violence, Female Foeticide, Dowry harassment, literacy among women, and likewise.

- Boy students are also enrolled as volunteers to strengthen and support gender sensitization programs.
- Elocution, Debate, and Essay Writing competitions are also conducted to create a definite orientation in the thinking, practices, and approach of students concerning gender issues.
- The grievances redressal cell of the college works for the immediate redressal of grievances (if any) of college employees and students.
- A Committee Against Sexual Harassment (CASH) in the College helps in creating a congenial working environment free of sexual harassment or gender-based discrimination/issues for all employees and students.
- Equal opportunities are provided to all the staff members in every College activity, irrespective of their gender.

#### **Evidence of Success:**

- Through the effective implementation of Gender Sensitization, the Institution is able to create a healthy atmosphere on campus and women are participating in all the activities of the college. Consequently, no case of sexual harassment has been reported during this period
- Gender sensitization programs have brought the desired change in the behavior of the students and instilled in them an understanding of the thoughts and views of the other gender.
- Students of the college excel in all the areas of social and professional life.
- The faculty members actively participate and present gender-related articles/papers in various conferences and seminars.

#### **Problems Encountered:**

- Regular classwork poses time constraints for conducting programmes.
- Regional backwardness and orthodox family backgrounds prevent girls from rural areas from actively participating in gender awareness programs to some extent.
- Insufficient funds for organizing programs are always a matter of concern.

#### **Best Practice 2: Extension activities**

##### **Title of the Practice: Extension activities**

##### **Objectives of the Practice:**

Our College is committed to carving out a generation that would take an active role in social activities. With this aim in view, extension services are conducted periodically to nearby localities and communities with the following goals:

- To enable students to develop people-oriented attitudes, and to imbibe the spirit of compassion for others, and to serve the local community.
- To bring in the idea of social welfare in students.
- To develop leadership qualities and team spirit among students.
- To enable the students, use the newly acquired knowledge and skills to improve their general standard of living.

##### **The Context:**

Being an institute of Higher education and situated in the centre of the city, it's our social responsibility to educate the masses and to make them aware of health, hygiene, rights, responsibilities, and the environment. There are many people around who are in need of assistance in cleaning, training, and other material support. Students are regularly sensitized to use their academic skills in practical terms in order to address various issues related to the upliftment of society.

### **The Practice:**

Community service-learning is a process of engaging students in charitable activities, combined with facilitated means of applying the experience to their academic and personal development. It is a form of experiential education that aims to enhance and enrich student learning. Service Learning provides students an opportunity to apply newly acquired knowledge and skills to real-life situations in their own communities and enhance what they have learned by extending learning beyond the classroom to the community, expanding or thus promoting the development of the sense of service for others. Our College regularly practices extension activities to build strong relationships of its students with society in the following ways:

- NCC/NSS units of the college are catering different services to the community through various awareness programmes, such as Female Foeticide and dowry system, Sadhabhawana Fortnight, Tree Talks, Energy conservation, Swachh Bharat Abhiyan, blood donation camp, Voter Awareness campaign, etc.
- The Women Studies Centre of the college conducts various activities to impart gender sensitization among college students. A Village named Akalpur is also adopted by the Women Studies Centre of the college for this purpose.
- NSS/NCC volunteers' cadets pay visits to old age homes, orphanages, and slum areas to take care of their needs.
- The Red Cross Unit of the college organizes various community service programs. The unit also participates and puts up a stall in the Red Cross Mela of the district and the fund goes to the Red Cross Unit of J & K.
- The Red Ribbon is an international symbol of HIV and AIDS awareness. Our Red Ribbon Club is working for the noble cause, creating awareness among the rural and urban population about AIDS and other such diseases. At the onset of the Covid 19 pandemic, the club launched an awareness campaign that included mask-making and its distribution among the local population
- Road safety club sensitizes and generates awareness in the community of various road safety rules by organizing different lectures and activities.
- Nature Club makes the students and people aware of Mother Nature by organizing different programs and activities thereby raising environmental consciousness among the staff, students, and the community.
- Flag Day is observed in the College to honour the Martyrs and the men in uniform. On this day, active contributions are made by the staff and students towards the Belt forces.

### **Evidence of the success:**

- Our students have been successful in bringing about a tremendous change in the mindset of the staff and local population regarding various social, moral, ethical, and environmental concerns. They have been successful in these activities as they have brought laurels to the institute by winning Trophies and Certificates of merits.

**Problems encountered:**

- The extension activities lack weightage/credits and do not form an integral part of the academic record of students
- After academics, very little time is left for the students to participate in such activities
- Students sometimes face difficulty in carrying out the activities because they are not encouraged by the public due to their conventional mind-sets.
- An insufficient fund for organizing programs is always a concern.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>

**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:**

GGM Science College, erstwhile Prince of Wales College has the distinction of being a Heritage College, a 100 years old Institution that stands tall as a recognizable landmark right in the heart of Jammu City. The College is a harmonious fusion of antiquity and contemporaneity which is assiduously marching towards becoming one of the leading institutes of the state imparting quality education through a blend of conventional and modern methods of teaching and learning. In consonance with the heritage structure, the college also boasts a green area that is well-diversified with some of the rare species of plants. The green cover not only provides a fresh clean ambiance to the College but complements our teaching and learning. In essence, our college provides a holistic learning environment that completely aligns with our objective of the holistic development of students. Further, our college being a Nodal College in Jammu also holds the additional responsibility of coordinating between the Department of Higher Education and 85 colleges of the Jammu region

**"Holistic Development"** is our motto wherein we emphasize the all-around development of the students preparing them for facing various demands and challenges of everyday life and also success in professional fields of work. While academics remain a key focus, we also accentuate social, cultural, physical, psychological, and moral development. In the field of extracurricular activities, we equip the students with artistic training and vocational skills.

**Educational practices:**

Our College has a galaxy of faculty members who are qualified and profound experts in their subject areas and employ a range of pedagogic skills to bring about the best possible learning for the widest variety of learners. The academic standard of our college is evident from the outstanding university results of our college with many students having positions every year. Also, our students are selected in the best institutes for their higher studies and qualify for competitive examinations in different areas. The college

made an effective transition from an offline mode of teaching to an online mode during the Covid 19 pandemic while maintaining the quality of the teaching-learning process. The teachers successfully explored and utilized various Teaching applications like Google Classroom, Wise App, etc., and provided e-content to the students.

### **Physical Education practices:**

Our College has a well-equipped Physical Education Department which trains the students for participation in various games and sports. The Physical Education Department organizes various sports competitions and also encourages the students to participate in different College, University, and UT level sports activities. The success of our physical education practices is reflected by the number of medals and trophies won by our students in various tournaments.

The College houses the following sports facilities:

- Two Cricket Playgrounds
- Two Football fields
- One Hockey field
- Basketball Court
- Badminton Court
- Lawn Tennis
- Table Tennis

J&K Cricket Association utilizes one of the grounds for first-class Cricket while J&K Sports Council conducts various tournaments on other grounds of the College. The Cricket grounds, football, and Hockey fields are also available for the public after college hours. The campus is accessible to the morning walkers' who get fascinated by the lush green areas.

Under the Smart City Project of the UT of Jammu and Kashmir, a Cycling track has also been proposed.

### **Extra-curricular practices:**

The college has a plethora of committees and clubs which work for the holistic development of the students by organizing various activities. The NCC Unit, NSS Units, Women's Studies Centre, and other committees regularly organize extension activities and outreach programmes which provide an environment conducive for the all-round development of students. The cultural committee of the college focuses on helping the students explore their talent in the field of art, music, dramatics, etc.

### **Counseling practices**

The College has a counseling cell whereby the committee members cater to the social, personal, emotional, and psychological needs of the students. Personal Counselling is provided to the students at different levels which aims to help students become self-aware and reach their highest potential while dealing with anxiety and stress. The counseling cell provides a happy and comfortable environment for students to discuss their academic and social life. During the Covid 19 pandemic, all the teaching faculty of the college while conducting their online classes, counseled and advised the students, not to panic and follow Covid's appropriate behavior.

**Career advisory practice:**

Career Counselling and Placement Cell has been set up in the college to offer students a sense of direction and exposure to the range of job opportunities available to them. The objective of setting up the Cell includes the idea of preparing the students to launch into the next phase of life confidently. A number of drives are conducted for this purpose every session.

**Supplementary Aids and Services**

Equity not just equality – At GGM Science College, students from diverse backgrounds are given access to educational and personal growth opportunities. Due benefits are given to students from reserved categories to enable them to take admissions in the college. Scholarships and fee concessions are provided to students from economically underprivileged families. College also administers Post-Matric Scholarships to SC/ST/OBC students granted by different Departments/Agencies of Centre and Govt. of Jammu and Kashmir.

**Green Cover:** Nature is of utmost importance for all-round development of students. It enhances the psychological and physical well-being of students which ultimately impacts learning. Our college is gifted with a green cover which constitutes more than 70% of our total area. It includes a wide range of plant species hosting some of the rare species of the plant too. This green cover supplements our teaching-learning by way of enriching the knowledge among the students of the region and also creates and enhances the interests of the young minds towards higher learning and research. We promote learning with nature so as to give back to nature and as an institute try our best to ensure the development of students in all horizons.

File Description	Document
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

The college infrastructure is under noteworthy up-gradation. The renovation and refurbishment work of college heritage building that includes the administration block, department of Geology, Physics, Maths and Chemistry including the college library has been sanctioned with the budget of Rs 5.85 Crores. The work on two multistorey buildings; Skill Tower (Rs12.14crores)and Smart class rooms(Rs9.93 crores) has recently started in the college under the CAPEX budget. Seven science laboratories of the college have also been approved for renovation of physical infrastructure under the action plan of 2022-23 and an estimated cost of Rs 3.53 crores has been projected by JKPCC. The college is progressively creating the research infrastructure in two centers; Physical Science and Computers IT and Electronics with research projects of interdisciplinary/multidisciplinary areas. A proposal for the construction of Earth Science Block is under process. The research infrastructure is solely funded by the HED under CAPEX budget 2020-21 and 21-22 and approximately Rs 50.00 Lakh has been invested in the procurement of research equipment/instrument and materials. The college faculty is putting concerted efforts to set collaboration with other institutions, government college viz-a-viz universities for collaborative research work that will help the college to establish research and innovation ecosystem in the colleges. Besides this, the college faculty parking, boundary wall, girl's common room cum browsing center, renovation of guest house and renovation of boys hostels are the recently completed projects. The college is also working with Govt's Smart City project team to set-up a cycle track in the college, which will add up to the existing sports infrastructure to add extra games competitions in the college. The college, a leading institution of CLUJ, is all committed to offering cutting edge learning experience, benchmarked education, intellectual freedom and critical research opportunities in areas of contemporary concern. For this the college faculty and administrative staff working under the visionary leadership of the college Principal which forms an intellectual "Think-Tank" for the cohesive progression of the institution to cater the students needs while preparing them for the challenges of 21 Century.

### Concluding Remarks :

GGM Science College with its vision of establishing an overarching seat of teaching-learning in the region strives to up hold its rich heritage of serving to the nation since its inception 1907. The college, with exclusive blend of esteemed academic fraternity of energetic young intellectual minds and visionary leadership (Principal, CLUJ and HED), is committed to create the human resource through high quality teaching and research to produce the competent, skilled and sensitive humans in all means.

To accomplish its very vision and mission, the stakeholder (Principal, Faculty, support staff and students) of the institution are contributing immensely, which is very well reflected in the seven criterions of this report. The college is first choice of the meritorious students aspiring for higher education in sciences and provides benchmarked opportunities to all to explore their potential with passion. The holistic approach of development and rigorous training of students for building up of their subject knowledge, exploring their talent for co-curricular activities, societal responsibilities, creating sportsmanship is well reflected in the illustrated Alumni list. The blend of traditional and modern teaching-learning processes with ICT infrastructure has been adopted by the college faculty to improve the learning abilities of the students. The college initiatives of infrastructural enhancement, creation of research facility, introduction of Skill enhancement courses and exposure to research and skill laboratories shall further extend the higher education learning experiences of the students.

The college works in close collaboration with civil society, different social groups, administrative department

and district administration to perform its social responsibilities. It has always provided the infrastructural support to the wide range of activities, be it in conduct of parliamentary, assembly and local body elections, up-liftment of the weaker sections, conduct of competitive examinations various national and UT level recruitment bodies. The College provides the infrastructural support to both Govt. and non-Govt. Organizations viz. providing auditorium facility, hostel facility and residential facility to the different visiting officials of the District Administration.

The college is unique in providing a holistic approach for the overall development and inspiration of the students (through its Alumni) to become world leader of their chosen career. The college will continue its march to excellence at all levels providing the best developmental opportunities for students and staff.

NAAC