



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SRINAGAR WOMEN'S COLLEGE, SRINAGAR

**BATPORA, ZAKURA SRINAGAR 190006
190006**

www.srinagarwomenscollege.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in 2008, Srinagar Women's College, Srinagar, Zakura, started functioning at Amar Singh College Campus on the makeshift arrangement and was shifted to its present campus at Batapora, Zakura in 2019. The college is located at picturesque site spreading over 6.8 acres of land with the built up area of 13500 sq.mts. The college is affiliated with the University of Kashmir, Srinagar under F(prmt-Affi-GDC) CDC, dt; 17-01-2011 and is also recognized under sections 2(f) and 12(B) by University Grants Commission, New Delhi. The college started its academic journey from the academic year 2009 in Arts. Subsequently after shifting to the present campus science stream (Medical /Non-Medical) was started from the academic year 2020. In 2021 the college was given sanction to start Commerce Stream (B Com). The college offers teaching in 18 subjects of science, arts and commerce streams.

The institution works hard on each individual student like carving a stone to bring out a unique statue hidden in each of them by proven ways to awaken their mind and the soul. The institution has the most proactive team of faculty to mentor the best brains. We always look forward to teaching beyond the text books and instilling human values, scientific temper and professional skills among our students. We focus on each and every student to bring out their full potential and attempt to empower them with a winning attitude. To improve access to quality education, greater emphasis is laid on promoting academic excellence, introducing new subjects and strengthening the already existing subjects. Our endeavor is to nurture holistic world through our students who are driven by human values and equipped by professional skills to excel on a global stage.

Apart from academic pursuits, the college makes optimum utilization of talent hunt exercises through co-curricular and extra-curricular activities in the form of student's participation in debates, seminars, symposiums, workshops, and other sports-related activities.

The college visualizes skill development as an important and effective tool of women empowerment. In this connection, the college has established a skill development cell and started certificate courses in Garment Technology (machine knitting) and computers. The college has also sought MOUs with relevant institutions in this regard.

Vision

To strive and to seek.

To develop this college to the highest quality of national standards in view of the global trends.

To make this college a centre of excellence for women.

Mission

To make students achieve highest level of learning and training more relevant to the contemporary global scenario.

To prepare students to attain the excellence through self-learning and create a platform for knowledge transmission.

To explore and hone inherent physical and intellectual capabilities of the students.

To strive for women empowerment through education.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Teaching beyond the text books and instilling human values, scientific temper and professional skills among our students.
- A clear vision and mission and an organized and efficient mechanism for realization of goals.
- Quality infra-structure with latest smart and interactive classrooms for effective teaching learning activities.
- Picturesque campus spread over more than 6 acres of land in vicinity of world famous Dal Lake.
- The college caters to the needs of diversity of students including reserved category students. The college has played a significant role in providing equal opportunity to students belonging to various categories and provide guidance and counselling to students at entry level and beyond.
- Practical and skill oriented instructional approach.
- The college is a multi-faculty institution offering over 19 subjects in complete CBCS mode.
- Gradual progression towards complete e-governance and automation.
- Partially networked campus with surveillance
- Integration with online admission system.
- The institution is engaged in extensive and effective social and community-oriented activities through NSS, Red Ribbon Club etc.
- Ragging-free campus.

Institutional Weakness

- The college being non-autonomous cannot implement any academic programmes on its own.
- Limited subject diversity when compared to the wide choice of possibilities in the broad field of education.
- Inadequate human resource both in teaching and non-teaching categories.
- The socio-economic background and semi-urban location of most of the students admitted in the college has been largely responsible for poor language competence.
- Lack of campus placement due to non-availability of corporate sector in the region.
- Insufficient infrastructure.

Institutional Opportunity

- Scope for research in ecology, water pollution and water economy due to the geographical location.
- More linkages and industrial collaborations need to be developed.
- Scope for inter-disciplinary teaching and research activities.

- New and innovative courses in renewable energy, tourism, horticulture, sericulture, Central Asian studies need to be introduced.
- Huge un-skilled human resource can be trained in conventional and non-conventional areas.

Skill courses need to be introduced in handicrafts, papermachie, carpet and shawl weaving for subsequent employment generation

Institutional Challenge

- Implementation of NEP 2020.
- There is not much scope for the institution to enrich its curriculum or introduce other value-added courses as the institution is not autonomous but an affiliated college under University of Kashmir.
- Financial constraints have always been a constant hindrance with regard to college development and for the optimal utilization of the college campus to extend and develop its existing facilities and infrastructures.
- As a result of the inadequacy of infrastructure facilities and number of faculties, the institution often loses out on promising students who opt to join more developed colleges.
- Greater dependence on technology resulting into less exploration of creative and aesthetic faculties of the students.
- Decline in the enrolment of conventional subjects.
- Unemployability in the absence of industry/corporate sector in the region.
- Maintenance and sustenance of classroom ICT gadgetry.
- Landscaping and fencing of college campus.
- Construction of canteen, auditorium and sports courts.
- Digitization of old records.
- Automation of library.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The institution has a well-planned and effective curriculum delivery system through a well-planned and documented process and mechanism. On the initiative taken by and supervision of the IQAC, all teaching faculty of the institution are required to prepare and submit a well-thought out teaching plan for each semester. Besides, a well-planned academic calendar is prepared at the commencement of each semester, which, after approval at the faculty meeting, serves as the blueprint for all academic and administrative activities of the institution in each semester.

Teachers of the institution take active part and play crucial roles towards curriculum development, design and assessment as members of boards of studies of University of Kashmir, the affiliating university of the college. During the past five years, teaching faculties of the institution have been designated as members of the Board of Studies of various departments of the University. Besides, various members of the teaching faculty of the college are time and again engaged in setting of question papers and evaluation for the undergraduate examinations under the University in each academic year. Moreover, the college introduced new Course on Computer Concepts (CCC) and a Course in Garment Technology (Machine Knitting) in collaboration with NIELIT, Rangreth, Srinagar and Government Polytechnic for Women, Bemina, Srinagar respectively.

All programmes introduced in the institution are implemented under the Choice Based Credit System (CBCS) as per the curriculum developed by the affiliating university. The institution integrates crosscutting issues that are relevant to professional ethics, gender, human values and environment and sustainability as per the topics included and integrated in the curriculum by the affiliating University. Moreover, various departments of the institution conduct project works, field trips, exposure visits etc. as and when applicable so as to enable the students to have a practical understanding and experience of the various aspects of the curriculum. The institution also implemented an effective feedback mechanism on the initiative of the IQAC of the institution.

Teaching-learning and Evaluation

The College ensures and strives for highest standards in all the three parameters - teaching, learning and evaluation. . The college aims to inculcate an innovative approach to the teaching-learning process and provide a thriving platform for its students. Although the average enrolment percentage is at the lower end, the drop is mainly due to the establishment of some new colleges. Furthermore, some erstwhile Govt. Boys Colleges located in the city have started coeducation system, thereby affecting the enrolment of our college. Finally, with the creation of Cluster University Srinagar and the availability of integrated PG courses, the college saw a further decline in admissions over the years.

Fresh admissions are always accompanied by the process of pre admission counselling camps under the purview of admission committee, internal quality assurance cell, career counselling cell and psychological counselling cell. Admission process is both flexible and transparent which ensures student choices to the utmost level strict adherence to the national and state educational reservation provisions. Formulation of academic calendars, teaching/lesson plans, modules and evaluation mechanism. Student mentoring policy has been rolled out to enhance the learning levels of the students. Constant monitoring of the teaching, learning and evaluation is keenly undertaken by academic monitoring committee and IQAC.

The college employs various ICT-based tools in day-to-day learning and all the classroom have been modernized with IFPDs. Besides, with the onset of the covid-19 pandemic and the subsequent lockdown, the ICT has come to the rescue of the students as well as the teachers and as a result, has now a wider acceptance and use in the college. The college follows a well-established mechanism in the conduct of internal examinations and the mechanism to deal with examination-related grievances. The college has well-defined educational objectives and follows an outcome-based education system.

Research, Innovations and Extension

Although the college is a non-research institution, it aims at developing the scientific temper and inquisitive spirit among the students. The departments are encouraged and instructed to organize seminars, workshops, awareness programmes on topics relevant to their concerned academic fields, both online and offline to enrich and broaden the knowledge base of the students and the teachers. Teachers across all departments are involved in various research activities. Some teachers have participated and presented academic papers at state/national/international seminars and conferences and have also published research articles in various academic journals. The college has taken the students out of classrooms to extend support and service to the community to help eradicate poverty, ignorance, ethical, moral erosion and hatred. The college provides mini projects to students based on field survey, firsthand experience and social survey to arrive at an understanding of things and assume leadership role.

Extension Activities have always been promoted, encouraged and organized by different college committees (in collaboration with government and nongovernment entities and communities). These include: National Service Scheme (NSS), Eco Club, Red Cross, National Cadet Corps (NCC) and other departments. Departments and other committees also organize activities to sensitize students about social realities and challenges. Almost all students are involved in a large number of socially relevant activities. Many awards and recognitions were received for the extension activities. The institution firmly believes in the spirit of collaborations as such the college has signed Memorandum of Understanding (MoUs) with various agencies to benefit the students.

Infrastructure and Learning Resources

Right from its inception, the college endeavors to impact quality education in diverse fields to students coming from different socio-economic, educational and family backgrounds. This infrastructure needs to be developed on fast track basis so as to facilitate/provide the students to attain academic, intellectual and overall personality growth. The college administration strives to ensure that students and the faculty get all the amenities required to pursue their curricular and extra-curricular activities. This institution aims at developing the infrastructure like library block, canteen, chowkidar-hut etc. Some of these projects have been approved and sanctioned by the concerned departments which imply that in near future this institution will grow into a fully equipped/developed college capable of imparting quality education.

At present, the college has a well-constructed main building with well-maintained eight (8) classrooms, four science labs, a library with around 9000 books, a well-furnished staff room, a well-equipped office, a dispensary, a sports room including a gym, a girls rest room, skill development centre, a browsing centre, a store, number of separate washrooms, etc.

Student Support and Progression

Students of this institution have availed various state and central government-sponsored scholarships during the past five years. Regarding the capacity building and skill enhancement initiatives, the institution has introduced several skill development programmes undertaken by different sub-committees of the institution collectively. The college frequently organizes seminars, invited lectures and workshops, both online and offline on diverse topics that aid in the enhancement of debating skills, soft skills, language and communication skills of the students. In addition to this, English Communication Skills is an Ability Enhancement Compulsory Course (AECC) taken up by the Department of English to help students improve their literary, writing and speaking skills. The NSS Unit of the college has also taken initiatives to conduct various programmes in observance of certain national and international days related to physical and mental health and hygiene such as the International Yoga Day, World Health Day, World Mental Health Day, and several life skills development and awareness programmes to encourage students to nurture their own well-being and live as self-sufficient adults. The Department of Computer Applications also offers an add-on certificate course for enhancing computer knowledge and computing skills, i.e., Course on Computer Concepts (CCC). The institution has constituted Grievance Redressal Committee and Anti-Ragging Committee for the timely redressal of student grievances related to issues and cases of sexual harassment and ragging within the campus.

The institution takes pride in the fact that our students have often brought laurels to the college by winning medals and prizes at international, national, state and university level sports competitions. To further encourage and produce more award winning students, the institution has facilitated and encouraged student's participation

in various administrative, co-curricular and extra-curricular activities. Moreover, the institution has constituted student leadership committee to provide the students with an opportunity to develop leadership skills by participating in various college activities and encourage them to showcase their talent. The institution recently established its Alumni Association- 'Tarjiman' and has established a good rapport with the alumnae of the institution. The Alumni Association is still in its infancy stage and most of the alumni are still pursuing their higher education. Yet, they keep contributing a great deal for the growth and development of the institution- by providing their valuable feedback and suggestions, consultancy services and career guidance to on roll students through- whenever needed.

Governance, Leadership and Management

The college believes in not only imparting quality education but also honing the intellectual and critical competencies. The institution works on liberal and democratic principles wherein everyone is fostered to think critically and objectively. Clubs, Committees etc. meant to organize debates, seminars, expert lectures and so on endeavor to inculcate the spirit of discussion and debate amongst the students.

Over the years, the college has succeeded in developing a participative management/ environment wherein all the affairs of the college academic, administrative etc. are carried out in a rather cooperative manner under the control/guidance of the Principal.

Keeping in view the benefits/ advantages of latest technology, the college has implemented e-governance in areas like admissions, accounts, examinations, administration etc. so as to execute the daily to day affairs of institution with optimum precision and accuracy. The institution ensures that the rules and regulations of the Govt. and UGC are implemented in letter and spirit viz appointments, promotions, administration, Grievance redressal, etc.

Institutional Values and Best Practices

Our institution is sensitive towards gender and environmental issues and in this regard our college has been innovatively adopting many best practices in order to sensitize the students and make them responsible towards their society. Regarding the safety and security of students, the institution has constituted various committees to undertake responsibilities of promoting gender equity and gender equality. Committees include women development committee, gender sensitization committee, psychological counseling cell, anti-ragging committee and grievance redressal committee that takes care of various gender related issues and organizes various gender sensitization events.

The institution has also taken active steps to utilize alternate and renewable sources of energy and has initiated certain steps towards conservation of energy. . Our college is using eco-friendly electric and electronic gadgets such LCD boards, LED bulbs, up-to-date computers and laptops to save electricity consumption. Initiatives have been taken for the utilization of solar energy as an alternative source of energy conservation in the campus.

The institution has a well-established solid waste management plan, under which certain initiatives have been taken for the effective utilization of solid wastes within the campus. Campus waste segregated as Biodegradable and Non-Biodegradable waste is disposed-off in different colored waste bins placed inside the campus which is then collected by the Srinagar Municipal Corporation. The liquid waste is drained through underground pipes

and dumped initially in septic tanks and then in soakage pits constructed within the campus. Reuse of reparable and reusable electronic and computer devices or parts is encouraged in the institution. Moreover, E-waste generated through defunct/unserviceable/broken electronic items is auctioned after following a proper codal procedure. However, biomedical, hazardous chemicals and radioactive waste is not generated in the college campus. Facilities are also provided for the disabled students and staff in terms of ramps, etc.

The college has a strong practice of adopting institutional values and best practices among its students and faculty members. It provides adequate facilities to ensure a conducive working environment for all the employees and the students. The communal harmony and inclusiveness is evident in all its modes and operations through the conduct of various programmes. Institutional values like integrity, respect, responsibility, and excellence are deliberated, practiced, and implemented through a regular teaching-learning process. In order to raise awareness, our institution organizes events on international as well as national and local commemorative days/festivals every year to mark important aspects of human life and history like Independence and Republic day, World Water Day, Earth Day, World Population Day women's day, International Human Rights Day, etc. Awareness programs under Swacch Bharath Abhiyan, Azadi Ka Amrit Mahotsav, etc. are also conducted.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SRINAGAR WOMEN'S COLLEGE, SRINAGAR
Address	Batpora, Zakura Srinagar 190006
City	SRINAGAR
State	Jammu And Kashmir
Pin	190006
Website	www.srinagarwomenscollege.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Prof. Maheen Mustafa	0194-2417418	9419441348	0194-2417419	srinagarwomenscollege@gmail.com
IQAC / CIQA coordinator	Shazia Shafiq	0194-2956968	9469036646	0194-2956969	shaziashafiq777@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	08-01-2008

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

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

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	04-04-2013	View Document
12B of UGC	04-04-2013	View Document

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

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

Details of autonomy

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

Recognitions

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

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Batpora, Zakura Srinagar 190006	Semi-urban	6.8	13500

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No. of Students Admitted
UG	BA,Arts	36	Twelfth	English	840	407
UG	BSc,Science	36	Twelfth	English	80	66
UG	BCom,Commerce	36	Twelfth	English	40	0

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				1				23			
Recruited	0	0	0	0	0	1	0	1	3	5	0	8
Yet to Recruit	0				0				15			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				14
Recruited	5	7	0	12
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	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	1	4	0	5
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	1	1	0	0	0	0	2

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	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	3	2	0	5
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	1	0	2

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	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	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	2	0	2

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		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
UG	Male	0	0	0	0	0
	Female	473	0	0	0	473
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	4	4	5	1
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	1	1	2	1
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	626	546	429	407
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	15	15	20	5
	Others	0	0	0	0
Total		646	566	456	414

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The College is thriving in the direction to enable an ecosystem of education by offering multidisciplinary education; the adoption of Choice Based Credit System (CBCS) was the first step in this approach where students are enabled to design their own path of study. The institution offers different combinations of subjects across various programmes through Generic Electives, Skill Enhancement Courses etc. so as to provide students with diverse options to explore and choose areas of interest. The institution will further offer creative combination of subjects, cutting edge curriculum and multiple entry and exit options during the undergraduate course in consultation with the affiliating University. In addition, the institute</p>
--	---

	intends to foster intellectual curiosity, self-reflection, leadership and teamwork skills, a sense of commitment, professionalism and a heightened sensitivity to its teaching-learning environment. The institute also needs to improve/upgrade the skill qualification of its faculty to take the process to its logical conclusion.
2. Academic bank of credits (ABC):	The institution being affiliated to the University of Kashmir depends on the affiliating University for the adoption of Academic bank of Credits (ABC). The institute will follow the system and strategies opted by the affiliating University for the implementation of ABC in letter and spirit once the latter comes with the scheme and details of the same as it is only the affiliating University which designs credit details of the course and its affiliation to the institute.
3. Skill development:	The institution offers many courses as add-on courses (offered from 3rd semester onwards) and Skill Enhancement Courses (offered in the embedded form in various programmes). Further, our institution has been selected as spoke college for various skill courses like veterinary technology, horticulture technology, food technology, music and fine arts, etc. which would be conducted by the hub colleges. These skill courses will be later upgraded as B.Voc courses with multiple exit options available at different levels such as certificate course after 1year, Diploma after 2nd year, and Degree after 3 years. In addition to the above mentioned steps, the college has created a Skill Development Cell of its own named as Gosha-i-Hunar. The club imparts certificate course in machine knitting under Garment Technology with certification from Govt. Polytechnic for Women, Bemina, Srinagar. Besides, the college also intends to start an embedded (Certificate, diploma and advanced diploma) course in Fashion Designing. The college also imparts certificate course in computer with certification from NIELIT for imparting digital and computing skills to the students.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course): The College is making effective use of Indian knowledge system/ Educational Technology in deliverance of lectures in all programmes. The use of Vernacular language is made where ever and whenever felt necessary. The

	<p>institution promotes use of Indian knowledge system through curriculum delivery by facilitating faculty participation in various orientation courses which provide the platform for the same.</p>
5. Focus on Outcome based education (OBE):	<p>The college has already introduced Learning Outcome Based Education to the students. The list of learning outcomes is prepared by every department which is then discussed with the students, so as to broaden their understanding of the programme and the course they have opted, for improving their competency in knowledge acquisition and development of various skills in them. In this regard, IQAC of the college had organized a seminar on LOCF in December 2020. The college is taking various steps to make further improvements in this regard.</p>
6. Distance education/online education:	<p>During the Covid-19 period when all educational institutions were officially closed for offline classwork, our college resorted to the online mode of education via different platforms like Whatsapp/Google class room/zoom meetings/Wise app etc. The college yet being in its infancy stage is neither offering any distance education programme nor acts as a host for any institution to offer the same.</p>

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
20	14	10	10	10
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
03	02	01	01	01

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
473	414	456	566	646
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
106	106	106	106	106

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
86	65	57	155	163

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
11	14	12	12	11

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
24	24	14	14	14

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 8

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
83.55	240.79	213.067	151.013	111.43

4.3

Number of Computers

Response: 51

4.4

Total number of computers in the campus for academic purpose

Response: 36

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:

As the college is affiliated to the University of Kashmir it follows the curriculum prescribed by the University. Various steps are taken by the college to ensure effective curriculum delivery through a well-planned and documentation process. Some of such steps are listed as follow:

1. Prior to the commencement of the academic year, Annual Academic Calendar is prepared in accordance with the University calendar to ensure smooth conduct of teaching –learning process and continuous evaluation. The calendar is displayed on notice board & college website. Meetings are held in each department at the beginning of the academic year to discuss the course distribution for the academic session. Syllabus of each subject for the academic session is provided to the students. Theory & practical classes are held according to the timetable which is prepared prior to the commencement of the academic year by the timetable committee and is displayed on notice boards, college website and circulated among student whatsapp groups.
2. Conventional classroom teaching is aided with use of ICT to make the teaching/learning process more interesting, effective and learner-centered.
3. In addition to the conventional classroom teaching, the field based activities/practicals/subject tours are organized by the college as student enrichment initiatives.
4. The college library provides teachers and students with necessary learning resources for effective curriculum delivery and learning enrichment.
5. The college encourages faculty members to attend orientation/refresher courses, workshops and present papers in seminars conducted by the affiliating and other universities for acquiring necessary skills for effective delivery of the curriculum. Photo copies of the certificates of the above courses are submitted by faculty members to IQAC.
6. The e-content developed for UG courses is circulated among students as a reading resource. INFLIBNET (e-books and e-journals) facility is available for teachers as well as students.

New teaching pedagogies have been evolved over the years and efforts have been made to ensure implementation of LOCF.

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

Response:

The IQAC of the college in consultation with the heads of departments and admission committee, timetable committee and examination committee prepares academic calendar of the session and incorporates components like theory & lab. work, dates for practical assessment and tutorials, extension

activities and reflects same in college prospectus, website and notices for information of students. Moreover, the examination calendar is notified by the affiliating university from time to time. Under the CBCS pattern, the college has already introduced internal assessment and class test to evaluate academic performance of students in the curricular aspect. The dates for these tests are notified by the concerned departments through notice boards, whatsapp groups. The aim of these assessments is to ascertain their academic potential, regularity and punctuality in their classes. Moreover, most of the departments have introduced innovative methods of evaluating through online mode. The even semesters of UG are evaluated through OMR based multiple choice examination pattern and the odd semesters are evaluated through descriptive and theoretical pattern of examination. All the faculty members of the college are directly involved in paper setting, evaluation and conduct of examination.

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

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

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document

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: 3

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 2

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

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

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

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: 3.93

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
93	0	0	0	0

1.3 Curriculum Enrichment

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

Response:

The curriculum design and enrichment is undertaken by the affiliating university, the faculty of the college participates in UGBOS-Undergraduate Board of Studies. The faculty puts in their efforts to integrate the crosscutting issues in curriculum. Moreover, the college has initiated some of the courses which focus on environment sustainability, human values, gender sensitization, peace building, sociology of crime, etc., as part of the CBCS structure of the curriculum. The objective of incorporating these courses is to orient the students to these crosscutting areas of modern educational process. The college has a tradition of organizing sensitization and awareness programmes for promoting environmental ethics by way of organizing environmental week, plantation drives, cleanliness drives, Swach Bharat activities, etc. For the purpose of developing student's overall personality, programmes on women's day, personal hygiene, drug de-addiction and illicit-trafficking, celebration of disability week, yoga day, etc. are regularly organized by the college.

File Description (Upload)

- Any additional information

Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

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

Response: 26.57

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
12	06	01	01	01

File Description	Document
MoU's with relevant organizations for these courses, if any	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Institutional data in prescribed format	View Document

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

Response: 5.29

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

Response: 25

File Description	Document
Institutional data in prescribed format	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
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

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

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

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

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 40.65

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

2020-21	2019-20	2018-19	2017-18	2016-17
268	344	456	536	347

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
960	960	960	960	960

File Description

Institutional data in prescribed format

Document

[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: 15.66

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	7	27	20	20

File Description

Institutional data in prescribed format

Document

[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:

The college has adopted various methods to identify and categorize students depending upon their learning levels. After an overall assessment based on the academic performance of the mentees, the mentors categorize the students as advanced and slow learners. In order to assess the learning level of the students, following four methods are employed:

1. Curriculum-based monitoring tests. The teacher uses standardized tests that include all the material presented over the duration of the year.
2. Observation and interaction.
3. Frequent evaluation.
4. Formative assessment.

Consequently, effective strategies are devised for grooming and progress of slow learners and advanced learners.

Strategies that are devised for slow learners include:

1. Remedial teaching
2. Developing Self-Learning Material (SLM)
3. Frequently varying instructional techniques in the classroom itself.
4. Providing peer tutoring by high-ability classmates.
5. Encouraging them to articulate orally in the class and providing more chances for classroom participation.
6. Mentoring by faculty mentors.
7. Encouraging them to spend more time reading in libraries outside the classroom.

Strategies that are devised for advanced learners include:

1. Knowledge dissemination.
2. Online courses.
3. Encouraging them to participate in conferences, seminars, webinars and quizzes.
5. Field surveys and education tours are organized

6. Anchor activities such as the organization of academic events and paper presentations are envisaged to foster self-reflection and critical analysis among advanced learners.

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

Response: 43

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

In order to incorporate experiential and participative learning in the teaching learning process, the following methodologies are adopted by the college:

Experiential Learning – Under CBCS pattern, all the arts stream subjects have tutorial component and science stream subjects have practical component which primarily aims at imparting experiential learning to the students:

1. **Tutorial:** The main components of tutorial include:

i) **Field Visit:** various departments conduct field visits to relevant sites/places to enhance the learning imparted through class room lectures.

ii) **Project work:** Students are required to perform project work to utilize the knowledge that they accumulate during the entire program and submit a comprehensive project report. All departments encourage their students to contribute in the college magazine to develop and enhance their writing skills.

1. **Practical:** Science departments maintain a well-equipped laboratory to facilitate experiential learning by conducting experiments in topics covered in the theory classes.

Participative Learning-The departments adopt relevant participative techniques to ensure the active participation of the students in the learning process. In this regard, the following methods are commonly utilized:

1. **Group discussion and seminar presentations** – In order to augment the normal lecture methodology, students are regularly engaged in group discussions and presentations in the classrooms and in various seminars. Students are strongly encouraged to participate and ask questions in the classroom.

2. **Brainstorming-** Brainstorming sessions are carried out by the concerned teachers on regular basis.

3. Co-curricular activities- Students are required to participate in activities organized by NSS and different clubs to enhance life skills and cognitive skills like communication, leadership, reasoning skills, teamwork, social responsibility, good citizenship, etc. They are further necessitated to partake in social activities, sports events, cultural programs, etc.

Problem Solving Methodologies – The institution urges faculty to incorporate an element of inquisitiveness in teaching learning process which allow students to develop their cognitive and problem solving skills. They are instructed to give suggestions as opposed to providing direct answers to enable the students to strengthen their problem solving skills. Assignments and activities are planned so as to instil the ability to critically analyse a problem and map out all its elements to prepare a workable solution. Various departments and clubs compel their members to submit reports of their activities to enhance the analytical aptitude of the students.

Engaging students in community-based activities and service-learning projects-

Projects and internships help students to see their important role in the larger world. They are given the chance to learn how valuable and fulfilling it can be to give back to others. Swachh Bharat Mission, Swacchta Pakwada and Azadi Ka Amrit Mahotsav programmes have been such cases wherein many students of the college had a first-hand experience in community-based activities.

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

Response:

The college employs various Information and Communication Technology (ICT) based tools in day-to-day learning. Besides, with the onset of the Covid-19 pandemic and the subsequent lockdown, the ICT has come to the rescue of the students as well as the teachers and has now a wider acceptance amongst students of the college. The college faculty makes a reasonable use of a wide range of ICT-based tools in the teaching-learning process. Some of the prominent ICT based tools used are as under:

1. Online Video Lectures/Classes: The faculty members have been using various online streaming platforms for online teaching especially during the Covid-19 pandemic lockdown. In collaboration with the developers of a prominent online teaching app namely “WISE App”, the Department of Higher Education, Govt. of J&K organized a short-term training course for the college faculty wherein they were given basic training about the said app. Besides, the college faculty have been using other online platforms like Zoom, Google Meet, Google Classroom, YouTube, etc. to conduct online lectures and classes on regular basis.

2. PowerPoint presentations: The college faculty actively uses power point presentations as a teaching aid to deliver lectures and explain concepts more vividly and effectively.

3. E-Content: The Department of Higher Education, Govt. of J&K is in the process of digitizing the study material and lectures. In this regard, the college faculty are involved in the e-content generation and assimilation for some subjects. Besides, the faculty members upload study material on their online classes like Wise App, Google Classroom, etc.

4. Interactive Flat Panel Display (IFPD): The college has 10 IFPDs to assist the faculty in delivering the

lectures. These Android-based IFPDs are equipped with on board computers, 24x7 high-speed internet and uninterrupted power backup.

5. Online assessments: Owing to the covid-19 pandemic lockdown, the college has introduced an online assessment system. The Department of Computer Applications has developed a fully automated online assessment system for the conduct of internal assessment and semester-end exams during the Covid-19 pandemic.

6. Online Quizzes & Competitions: Various Departments and Clubs of the College have conducted numerous online quizzes both at college and national events. To encourage participation, e-certificates were distributed among the participants.

7. Webinars: The College in collaboration with various experts and resource persons has conducted many webinars at the state and national levels. The participants were also presented with e-certificates.

Besides, Whatsapp and emails have been utilized as an efficient tool for circulation of information among the different stakeholders. The institution maintains a well updated website furnished with relevant data.

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

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

Response: 28:1

2.3.3.1 Number of mentors

Response: 17

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

2.4 Teacher Profile and Quality

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

Response: 70.83

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

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

Response: 41.97

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
9	7	02	03	04

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 2.96

2.4.3.1 Total experience of full-time teachers

Response: 32.6

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms

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

Response:

As the college is affiliated with the University of Kashmir, the internal examination marks weightage and submission are decided by the university only. The college follows a well-established mechanism in the conduct of theory, practical assessment and internal examinations in line with the directions issued by the parent university. The dates for the said exams are notified to the students well in advance through online

& offline notifications. In order to make the process of internal examination transparent, the answer papers/attendance and other related records are kept available for record and rechecking/re-evaluation purposes. Furthermore, the evaluation status of the internal exam marks is made available before it is submitted to the University of Kashmir. The question paper for the internal assessment is prepared by the concerned faculty and is approved by the respective H.O.D./concerned authority. For assignments, the concerned subject teacher allocates different assignments on a weekly/monthly basis to the students with a proper deadline for submission. The answer sheets and assignments are evaluated by the concerned teacher and the concerned HOD randomly crosschecks some answer sheets/assignments before displaying the evaluation status to students. The checked answer sheets/assignments are shown to the students on demand. For assessment of the science practicals, an internal practical examination and viva-voce is conducted by the respective departments at the end of each semester.

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

Response:

A well formulated grievance redressal mechanism is established in the college with the Grievance Redressal Cell as the nodal agency through which all grievances including internal examination related ones are effectively handled as and when such grievance/s arise. According to this mechanism, the aggrieved student/s can communicate their grievances through the following methods:

1. Complaint Box – The college maintains four complaint boxes to facilitate the anonymous submission of grievances which are opened once in a week.
2. Verbal Complaints - Students are encouraged to voice their grievances verbally directly to the Principal or to the concerned committee while strictly complying with the accepted etiquettes of the campus.
3. Written Complaints - All stakeholders can submit a written letter to the Principal stating their grievance/s.

Grievances once received through any of the above means are addressed and resolved within one week from the date of receipt.

The examination coordinator invites grievance/s, if any from the students immediately after the completion of examinations. The written submissions from the students are then officially forwarded to the concerned quarters.

The end-semester examination is conducted by the university and the students appear at the centres allotted to them by the university. The college follows the guidelines and rules issued by the affiliating university while conducting internal examinations.

2.6 Student Performance and Learning Outcomes

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

Response:

The college has well-defined educational objectives and follows an outcome-based education system. In this regard, Program Specific Outcomes (PSO) and Course Specific Outcomes (CSO) have been set up by different departments. The PSO's and CSO's are made available both in offline (hard copy) and online (college website) modes. The concerned teacher makes the students aware of the respective programme outcomes & course outcomes at the beginning of each semester through announcements and classroom discussions. Furthermore, the programme outcomes & course outcomes are designed as per the syllabus of the University of Kashmir for different courses.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document

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

Attainment of program outcomes and course outcomes are duly evaluated by the college. The institution utilizes both direct and indirect evaluative methods to measure the attainment of its programme outcomes and course outcomes.

DIRECT METHODS:

- 1. Formative assessment:** Each teacher, during the course of his/her teaching employs several techniques like quizzes, MCQs, paper presentations, class-tests, assignments, etc., to continually assess the attainment of the course outcomes which ultimately results in the attainment of the respective program outcomes.
- 2. Summative Assessment:** For the purpose of summative assessments, CIA (Continuous Internal Assessment) and End-Semester University Examinations are relied upon by the institution.

INDIRECT METHODS:

- 1. Student Progression:-** Faculties in every department maintain proper record of their student's progression towards higher studies as well as job descriptions which serves as an invaluable indirect method in evaluating the attainment of the said outcomes.
- 2. Alumni:-**The quality of the alumni is also an important indicator of the proper attainment of the course/programme outcomes and the level of teaching-learning in the institution. However, by the term quality we imply not only the marks obtained by our students but also the values and life skills we strive to instill in them.

2.6.3 Average pass percentage of Students during last five years

Response: 39.73**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
86	65	57	155	163

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

2020-21	2019-20	2018-19	2017-18	2016-17
196	199	164	413	327

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

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.05

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

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

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

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

3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
16	13	9	8	8

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**Response:** 31**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
20	05	02	04	0

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

3.2 Research Publications and Awards**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0.5**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

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

File Description	Document
Institutional data in prescribed format	View Document

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.42**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

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

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities

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

Response:

Extension activities have always been an integral part of the institution since its inception in 2008 complementing the curriculum of the affiliating university to create a holistic learning environment conducive to developing socially responsible citizens with a strong sense of social and civic duties. Through the activities carried out in and around the neighborhood communities and villages, students are sensitized towards important social issues like cleanliness, climate change, economic disparities, drug abuse etc.

Some of the clubs and organizations instated in the college are listed below:-

- (1) NSS and NCC: Presently, there is one NSS unit and NCC . It is indeed a matter of pride and joy for our institution that an institution as small as ours could have such numbers under our belt especially as regards to NSS. This clearly reflects the enormous contributions that the students/NSS volunteers have towards social and voluntary works. Students also learn the importance of teamwork, co- operation, social harmony and community participation among many other things thereby ensuring their favorable development into good and responsible citizens.
- (2) ECO club: actively involve themselves in numerous environment-related activities with the underlying objective of sensitizing the students with the prevailing environmental issues and their respective remedies thereby instilling in them a sense of responsibility and protective attitude towards nature in general and to their environment in particular.
- (3) Red Ribbon Club: Their main activities include awareness programmes with respect to HIV/AIDS and Drugs Abuse among others.
- (4) Skill Development Cell: Skill Development Cell was established in 2021. Under this cell, various skill development programmes and awareness campaigns have been undertaken for the students .College intends to extend its services for locals in near future.
- (5) Fitness Club: In its attempt to promote fitness and health, skill etc. among the students, the College has set up a Fitness Club and its services have been kept available for students as well as alumni

of the college.

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

Response: 16

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

2020-21	2019-20	2018-19	2017-18	2016-17
10	1	0	4	1

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 51

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

2020-21	2019-20	2018-19	2017-18	2016-17
24	09	04	10	04

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

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

Response: 81.06

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

2020-21	2019-20	2018-19	2017-18	2016-17
1046	250	160	375	145

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

3.4 Collaboration

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

Response: 0

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

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

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 2

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

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

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

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The college provides the latest infrastructure and facilities that contribute to the academic growth of students and faculty. The college offers three (3) undergraduate programmes in science, arts and commerce, besides, skill based courses, like, certificate course in computers and garment technology. The college has signed MoUs with relevant institutions for professional support and certification of these skill-based courses. The main components of college infrastructure are:

- It is spread over 6.8 acres of land.
- There are 8 classrooms, 4 laboratories, one browsing centre, a skill development cell, a gymnasium and a library.
- The ground floor of college campus is wifi-enabled. The college campus is under CCTV surveillance.
- The college has ensured that all lecture halls are equipped with Interactive Large Format Displays to provide optimum benefits of ICT to its students.
- The college library is housed in the top floor of the main building equipped with nearly 8500 books, upgraded on yearly basis. It has a spacious reading room facility available where a variety of newspapers, magazines, etc., are available for the students. The library automation is in process. The library provides access to 6000 plus e-journals and 1, 64,300 plus e-books on NLIST (<https://nlist.inflibnet.ac.in/>) and many more e-books on National Digital Library of India. Photocopy facilities are also available in the library.
- The college has a physical education department for the conduct of various sports activities. The college has playground facility for all the out-door games. A well-equipped gymnasium is also available for students, alumnae and faculty.

File Description	Document
Upload any additional information	View Document

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

Response:

The college has well developed physical education department headed by a professional and qualified physical training instructor. The college has well laid out facilities for indoor and outdoor games and

sports. Each year students of the college achieve notable divisions and many are selected for national and state level tournaments. A well-equipped gymnasium is also available for students, alumnae and faculty in the college. The Gym also functions as a make shift Yoga Center. The college has organized programmes on 'Yoga day' to foster and facilitate the physical and psychological fitness of students. The college also provides various opportunities to the students under cultural committee, like, organizing annual day, etc. Some of the main facilities that are being made available to the students in the regard include:

1. Football
2. Volleyball
3. Throwball
4. Jerseys
5. Rope
6. Students' common room (for indoor and board games)
7. Carrom board with carrom men.
8. Chess Board and chess pieces.
9. Badminton Court.
10. TT Table and balls.
11. Discus
12. Javelin
13. Shot put
14. Measuring tape
15. Wide open area for practice of field events.
16. dumbbells
17. cycles
18. powerlift benches
19. Tread mill
20. station gym
21. ebb care
22. twister
23. body massager
24. exercise cycle

Cultural activities: The college believes in holistic development of its students. Cultural activities are organised to give exposure to students, instil confidence in them and to instil life skills and social skills in the students. The establishment of the department of music in the year 2021 has given further boost to such activities. Some of the musical instruments procured by the department include: Harmonium, Tanpora(Electronic & manual), Guitar, Sitar, tabla(Electronic & Manual) etc...

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 8	
File Description	Document
Institutional data in prescribed format(Data template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)				
Response: 120.58				
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
0	277	283	360	130
File Description	Document			
Upload audited utilization statements	View Document			
Institutional data in prescribed format(Data template)	View Document			

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)
Response:
IN-PROCESS OF AUTOMATION
<ul style="list-style-type: none"> • The College library is in infancy with a good collection of books. • It has a diverse collection of 8500 books approx. • The library subscribes to local newspapers and has a good collection of reference texts such as encyclopedias and dictionaries. • The Library also provides access to about 6000 plus e-journals and 1, 64,300 plus e-books through N-List programme of INFLIBNET. • There is a single but spacious reading hall for students and teachers.

- The library is in process of getting fully automated with SOUL based automation and barcoding.
- The equipment and machinery required for the same has been purchased by the college.

4.2.2 The institution has subscription for the following e-resources

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

Response: B. Any 3 of the above

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

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

Response: 5.15

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
6.89	12.45	1.42	1.29	3.7

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

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

Response: 1.45

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

Response: 7	
File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has ample IT facilities to effectively complement the teaching and learning process. The college has recently established well-equipped browsing centre with 36 computers with a 5 KVA UPS to ensure an un-interrupted power supply. Moreover, IFPD and LCD projector is available in browsing centre to provide effective teaching to the students. Every classroom has been equipped with an IFPD smart board for blended teaching and learning process.

The administrative office is fully automated for activities related to accounts, student's admissions and administration including internal assessment, admit card, and other human resource management services. To perform these activities the library and administrative office have 11 desktops and 04 laptops.

The broadband facility to the IT Section of the college has been provided by the University of Kashmir. It provides basis for Online Registration, File Tracking, Re-Evaluation, Migration, E-Tutorials and Results of the students. The students can access/update their credentials from the IT Section of the college without visiting the university.

For the security of the girl students and college assets the college is under CCTV (18 camera) surveillance.

For continuous monitoring of attendance of the staff the biometric attendance system has been installed.

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

Response: 13:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 30.12

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
105.88	33.61	2.05	2.30	8.26

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

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

Response:

The College places great emphasis on effective maintenance and optimal utilization of its physical, academic and support facilities for efficient teaching-learning process. The college has a central stock register to enlist the time of procurement, warranty contracts and the subsequent upgradation of its ICT equipment. Funds are allocated for the maintenance. The equipment & facilities are constantly monitored by HODs, committees and the custodians, who report to the Principal. The Principal after seeking recommendations from the IQAC, advisory committee, purchase committee and academic monitoring committee, constitutes an audit committee which has the mandate to aid and advice regarding the nature and extent of maintenance required. The issues are addressed timely and the equipment and facilities are refurbished for use in terms of efficiency & performance. The committee also submits a report regarding the optimum use of the resources by different departments and the units of the college. The stock registers, log books and consumable registers are also maintained. The maintenance grant is usually allocated in budget, is spent in judicious manner. The power back-ups are ensured at the time of installing any gadget. The entire campus is under CCTV surveillance, and Wi-Fi enabled internet facility. Biometric Attendance System is also in place which is maintained periodically. All the classrooms with ICT facilities, browsing centre are constantly checked for up to date functioning. The students can access the library at any time.

The repairs and other maintenance related works are carried out on warranty based and other service contracts and sometimes on hire basis through the external agencies. The sports infrastructure as mentioned in metric 4.1.2 are maintained constantly by allotting time to groups of students for using Gymnasium, the indoor game facilities etc. Moreover, the drinking water facilities 'RO system' is periodically serviced.

The library is marked as "Silence Zone". Shelves are provided outside the library for keeping personal belongings/bags, which is looked after by library staff. Library hours are fixed for all members and books are issued on production of valid library/ID cards for limited period. Books in the library are properly arranged. Policies entail payment of fine in case of loss, damage, misuse of books and membership cards, and for late return. Budget is allocated to every department and books are purchased as per departmental requirements. "Write off" of old editions/damaged books are occasionally done.

All laboratories are maintained by the laboratory staff. Daily cleaning/dusting of all equipment is done. For timely purchase of consumable and non-consumable items in the laboratories, requisitions are sought from HODs and purchased through purchase committee after following proper procedures. Stock registers for purchases and utilization of consumables are maintained both in concerned departments and also in college stock register. Safety measures and important instructions pertaining to the use of equipment is displayed inside the laboratories. Fire extinguishers are placed outside laboratories and in the corridors of each floor for any untoward emergency. To instil adherence to policies for safeguarding college property and for maintaining discipline on campus, admission committee, students' grievance redressal cell, discipline committee, and anti-ragging committee are constituted annually.

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: 5.02

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
32	59	01	07	17

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Institutional data in prescribed format

[View Document](#)

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

Response: 3.16

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
29	0	44	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

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

Response: A. All of the above

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

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

Response: 0

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
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

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

Response: A. All of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document

5.2 Student Progression

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

Response: 0

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

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

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 109.3

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 94

File Description

Document

Upload supporting data for student/alumni

[View Document](#)

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

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

File Description	Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

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

Response: 7

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
01	01	01	03	01

File Description	Document
Institutional data in prescribed format	View Document

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

Response:

The College has constituted student leadership committee for the Academic year 2021. The main purpose of constituting the committee is:

- 1.To encourage students to participate in decision making and policy formulation process.
- 2.To provide an opportunity to the students to develop leadership by organizing and carrying out

different college activities.

3. To create an environment where in the students can voice out their needs and concerns, and
4. To provide a platform to the students to enable them to showcase their talent without any hesitation.

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: 11.8

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
13	05	11	11	19

File Description	Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

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

Response:

The college has established its Alumni Association "*Tarjiman*" in 2021 and provided free membership to the students in order to motivate them for active participation in the association. The college has initiated the process of registering the alumni association with the concerned authority. The first Alumni Meet of the College was held in August 2021. The college intends to generate a symbiotic relationship and a sense of oneness among students and alumnae. Our endeavour is to recruit alumni to actively promote and showcase the alumnae association as an essential partner in the development of this institution.

The alumni association of the college is in its earliest stage and most of the alumni are still pursuing their higher education, still the alumni are contributing towards the development of the institution in following ways:

- providing valuable feedback and suggestions to the parent institution for betterment
- helping to build and grow parent institution's brand
- providing consultancy services to on roll students
- Providing Career guidance to on roll students

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

Response: E. <1 Lakhs

NAAC

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The administration and management of the college is reflective of its documented vision and mission. To work for the attainment of its objective and to facilitate the overall development of the institution various committees are framed. The management of the college is at the helm of all affairs with the Principal and the members of the college advisory committee at the forefront.

The college advisory committee members are actively involved in all aspects of college decision-making and development processes. All proposals are placed before the college advisory committee members for approval and sanction. The main focus of the committee is to create such opportunities and infrastructure in the institution which will lead students to empowerment and emancipation.

The Principal being the academic head supervises all vital academic and administrative decisions. All policy changes and their implementation, reforms and recommendations of the college advisory committee are conveyed by the principal to the Internal Quality Assurance Cell members.

IQAC forms the crucial link between the Principal and heads of departments, committees, cells and clubs. Devolution of duties with guidelines is provided by the IQAC charted out at the beginning of each academic session through preliminary meetings. This is followed up by the appointed heads who further delegate duties to members of their respective department/committee. IQAC also takes every possible step to sensitize all the stakeholders about the need to empower women and make them capable of facing the challenges. The institution in order to realize its stated vision and mission promotes women leadership both among the faculty and the students.

Heads of departments/conveners of committees/cells/clubs transact with their respective members at meetings convened to discuss and chart out their Annual Action Plan for the year. Again the main focus is laid on organising such activities and programs which infuse a sense of self-improvement in students.

The organizational set-up is divided into academics, administration, student affairs and examinations headed by deans/controllers/coordinators who coordinate committees constituted for specific functions.

The librarian and library assistant also come under the purview of the Principal as non-teaching staff. The library operates under the guidance of the Principal and all decisions regarding the development and upgrading of the library are taken in consultation with the librarian and the library committee. The library provides an access to students to attain the excellence through self-learning and to create a platform for knowledge transmission.

The department of physical education along with the college sports board also function under the guidance of the Principal. The main aim of the department is physical development of the students. The department tirelessly works for making possible the student participation in various sports events organised within and outside the college.

In order to realize its vision and mission the college has opened a skill development cell in the college which aims at economic upliftment of girl students of the college. The college has entered into MOUs with various agencies in order to impart recognized skill certification to its students.

File Description	Document
Paste link for additional information	View Document

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

Response:

The institution has indeed an effective leadership and practises decentralization and participative management through a well framed administrative system. Every stake holder of the institution takes part in decision making directly or indirectly. The Principal convenes meetings of and on to discuss administrative affairs and planning. The participants freely and fairly express their opinions and suggestions. The college transfers leadership role to faculty and students by incorporating them in various committees. These committees are autonomous to a very large extent and discuss various issues in an open and free atmosphere. The administration duly recognises and forwards the decisions/recommendations to concerned higher authorities. The following committees are in existence to decentralize the academic and administrative activities:

Advisory Committee

Development Committee

Examination Committee

Purchasing Committee

Sports Board

Anti-Ragging Committee

Grievance Redressal Committee

Library Committee

NSS Advisory Committee

Skill Development Committee

IQAC/NAAC Committee

Discipline Committee

Financial Aid Committee	
Time Table Committee	
Admission Committee	
Academic Monitoring Committee	
Students Leadership Committee	
Committee for SC/ST	
Minority Cell	
Internal Complaint Committee	
OBC Cell	
File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college devises its strategic Perspective Plan well in advance. The college strategic plan comprises of two broad components Academic and Developmental. The Academic part in turn comprises of Curricular and Co-curricular components. Curricular aspects are taken care of by Academic Calendar, Time Tables and Lesson Plans. Co-curricular activities are also addressed through Academic Calendar and Sports and other non-scholastic activities organised by the institution from time to time. The Developmental and Infrastructural issues are addressed through Institutional Development Plans (IDP) and Detailed Project Reports (DPR) submitted to concerned departments. These IDP & DPR are charted out after taking into consideration short term and long term requirements of the institution. The College Strategic Plans are framed after a series of discussions and deliberations with all the stake holders. It is pertinent to mention that all the committees and departments featuring in the plan take all the possible steps to make the plan successful.

- Grants have been received for the construction of compound wall, chowkidar hut and double storey canteen.

- All the classrooms have been digitized by installing ICT gadgets.
- Student specific facilities have been ensured by providing separate washrooms, fitness club and sports facilities.
- Equal opportunities for all the sections of the students have been ensured.
- Disabled friendly infrastructure has been taken care of.
- Facilities like psychological counselling, career counselling, library services and health services have been provided.
- Introduction of new subjects at the under-graduate level.
- Number of permanent posts has been increased.
- Collaborations with various agencies have been made by way of entering into MOUs for promoting skill development.
- Participation of teachers in FDPs, RCs workshops, conferences, seminars and other capacity development programmes has been promoted.
- Decision making process has been decentralized to downward hierarchy.
- Participation of teachers at the grassroots for framing policies by way of participating in different committees.

Student exposure tours like trekking camps, NSS & NCC camps, Skiing, Red Ribbon and Eco-Clubs etc. have been funded generously by the college.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

The administrative setup and the functions of various bodies, recruitment procedures, promotional policies as well as grievance redressal mechanism are the basic means to achieve effective and efficient functioning of the institution. A cursory outline of these practices is as under:

Service Rules: The services of the college employees are governed by the Jammu & Kashmir Civil Service Rules (JKSCR).

Administrative set up of the institution: The administrative set up of the institution includes Principal,

Academic Staff (Associate Professors & Assistant Professors) and Administrative Staff.

The College has well established system of various committees which aid and advise the Principal. Concerned committee monitors the construction projects already approved and executed by the Government construction agencies and recommend the Principal for the release of funds in favour of such agencies after proper monitoring of the quality and quantity of works executed.

In addition to the committees, there are quasi-official bodies like Staff Council which is the representative body of the teaching and non-teaching Staff of the College. The staff council represents the grievances, recommendations and welfare-related issues with the Principal of the college. The Staff Secretary is the ex-officio member of all the committees, ideally the senior most faculty member of the College and is elected through direct election.

Recruitment Procedure: The teaching and non-teaching staff is appointed by the Government of Jammu and Kashmir. The Gazetted posts are recruited after thorough selection process by the Jammu and Kashmir Public Service Commission and the Non-Gazetted posts by Jammu and Kashmir Services Selection Board. The faculty on academic arrangement is appointed by the Department of Higher Education through Nodal College after ascertaining the fulfilment of eligibility criteria.

Promotion: There is a promotional procedure determined by the UGC through Department of Higher Education, Jammu and Kashmir Government.

Grievance Redressal Mechanism: There is a grievance redressal mechanism in college. The institution has established a Grievance Redressal Cell. It has developed a responsive and accountable attitude towards the complainants and ensures to resolve the grievances through a proper procedure. The cell addresses every kind of grievance lodged against any person of the college (students &/or staff) received verbally or communicated in written through complaint/suggestion boxes installed in the college.

File Description	Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document
ERP (Enterprise Resource Planning) Document	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Apart from participating in various sponsored training programmes for the professional development, the staff members are provided open and amicable working conditions. The institution organizes events to boost the professional competence, commitment and ethics. The head of the institution conducts a review of performances of the teachers annually at the end of every academic year. Recently the practice of submitting Academic Monitoring Report on the prescribed format on monthly basis has been initiated. The reports are analysed and the staff is constantly encouraged to bring reforms in teaching pedagogy. Following welfare measures are available for teaching as well as non-teaching staff:

- The staff can avail the facility of partial withdrawal from their GPF accounts in case of family needs like marriage purpose, education of their wards, construction/repair of house and for medical needs of family members.
- The employees who are appointed after 2010 are covered under NPS.
- All the permanent employees are covered under the welfare scheme- State Life Insurance (SLI).
- There is a family benefit scheme for the staff in case of accident or demise of the staff holding the post as approved by the J&K Service rules.
- Insurance cover for Health (Rs.6.0 lac/- Mediclaim), free medical facility for common ailments under Medical Reimbursement facility is also provided.
- All the faculty members can avail study leave and casual leave.
- Maternity and child care leave (in case of females) and paternity leave (in case of males) is sanctioned as per the Government rules.
- The college ensures participation of faculty members in different Faculty Development and training programmes.
- The college encourages the faculty members to attend seminars, conferences, workshops and capacity building programmes.

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: 0

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
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years****Response:** 1.2**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
5	1	0	0	0

File Description**Document**

Reports of Academic Staff College or similar centers

[View Document](#)

Institutional data in prescribed format(Data template)

[View Document](#)**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).****Response:** 24.81**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
03	04	02	04	02

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

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

Response:

Performance Appraisal of teaching staff -The Institution has a Performance Based Appraisal system (API-PBAS) notified in the UGC regulations 2010 (and the two amendments thereafter) for assessing performance of teaching staff of the college. The performance of the teachers is assessed through academic performance indicators based on performance based appraisal system (PBAS) to be submitted by each applicant. The annual performance indicator (API) based on the performance based appraisal system (PBAS) includes category I, II and III for the evaluation of teaching, learning, co-curricular, extension and professional development. The teachers have to fulfil the minimum API Scores indicated in the appropriate API system tables by submitting an application. Every regular teaching staff fills up and submits his/her Annual Performance Reports (APRs) every year to the college. The principal of the institution verifies every APR of the teaching staff, marks his opinion and forwards them to the administrative department of the J&K Higher Education Department for further actions. Recently the practice of filling up of academic performance reports on monthly basis has been initiated.

Performance Appraisal of Non-teaching staff- There is a performance appraisal system for non-teaching staff of the college as well. Every regular non-teaching staff has to submit APR (Annual Performance Report) as and when needed. These APRs are forwarded to the administrative department which in turn convenes Departmental Promotion Committees (DPC) periodically. Based on the contents of the APR various promotions and benefits are granted in favour of the employees by the concerned higher authority. Similarly, the employees working on “local funds & need base” are also monitored. Their wages are fixed as per the govt. guidelines and their skill base. The college advisory committee recommends the employees for wage-enhancement based on their performance.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution has a well charted out mechanism in place for audits for better financial management and resource utilization. The external audit of the college is conducted by a team from the Accounts General (AG) on regular basis.

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**Response:** 0**6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

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

File Description**Document**

Institutional data in prescribed format(Data template)

[View Document](#)**6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources****Response:**

The institution has a well-developed and transparent mechanism to monitor effective utilization of the available financial resources for the development of academic processes and infrastructural development. Since the college is run by committee system, the committees decide the modus operandi of various strategies for the optimal mobilization of funds and resource utilization.

Fund Mobilization

Institutional budget is prepared every year by taking into consideration the recurring and non-recurring expenditures. Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. Along with this all coordinators of different committees viz., financial aid committee, examination committee, development committee, advisory committee, NSS etc. are instructed to submit their requirements/ budget to Principal. All the major financial decisions are taken by the Institute's advisory/ development/ purchasing committees along with the Principal. Major financial transactions are analysed and verified by the college committees under various heads and accordingly the requisition for funds is made to the Administrative/Planning department of J&K Higher Education Department. The requirements are put in the following heads- Salary, Travel Expenses, Telephone, Office Expenses, Electricity Charges, Rent Rates and Taxes, Material and Supplies, Books, Periodicals and Publication, Machinery and Equipment, Camps, Seminars and Conferences, College Development, Library/ Books and Journals, Maintenance and Repair, Office Equipment and Appliances etc.

Resource utilization

Institution adheres to utilization of budget released by the J&K Higher Education Department for academic

and administrative expenses.

The procurement of items/services is carried out by following the necessary codal formalities by the college committees under the supervision of the college Principal. The payments are released after delivery of the respective goods/services as per the terms and conditions mentioned in Purchase order. The whole transaction is transparent and the record is maintained along with proper and authenticated bills and vouchers. The bill payments are passed after testing & verification of items/services. Respective persons/committees ensure that the suitable equipment/machinery with correct specification is purchased. The entire process of the procurement of the material is monitored by the Purchasing committee and the principal at institutional level. Financial audit is conducted to verify the compliance.

6.5 Internal Quality Assurance System

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

Response:

The Institution has established its IQAC in 2017. The cell has been given the responsibility to collect the information regarding various activities taking place within the college. The activities are later on published in the College Newsletter. In this way, the IQAC has made a hopeful beginning with a vision to expand its purview to encompass all quality assurance measures which need to be taken to produce quality results and help develop processes which are sustainable and result oriented. One of the main objectives of the college is to give quality education to semi-urban, economically and socially underprivileged girls of the area. The IQAC regularly collects feedback from the stake holders in order to understand their requirements and improve the facilities to enhance the curricular and co-curricular environment of the institution.

The IQAC of the College monitors the quality of services being provided by the institution to its stakeholders. It helps the institution to improve the quality of policies for teaching-learning, curriculum, planning/implementation, student activities, innovations, extra-curricular and co-curricular activities. The Self Study Report (SSR) prepared by IQAC of the College appropriately captures the quality policy of the College, strategies adopted, tools and methods followed to implement and institutionalize the quality policies. It helps to implement and institutionalise the quality improvement through activities like:

- Constitution of the IQAC steering committee as per the guidelines.
- Conducting seminars / workshops, Faculty Development Programs on emerging technologies for faculty and students.
- Conducting extension lectures from academicians/experts for the students and faculty.
- Conducting symposiums and debates within and outside the college.
- With the commencement of admission, the IQAC of the college in collaboration with College Admission Committee, Psychological Counselling Cell and College NSS unit organises Pre-Admission counselling camp. The students are apprised about the scope of various subjects and through interaction an attempt is made to assess the interest of the students and they are being facilitated in choosing the right options.
- An alumnae association with the title “**Tarjimaan**” was constituted as an IQAC initiative and first

alumnae meet was organized. The Alumnae participated with enthusiasm in the meet.

- Mentoring programme has been initiated to provide mentoring services to the students.
- The IQAC monitors and evaluates the Teaching & Learning processes in the college to maintain the quality status of the academics. To enhance and improve the teaching-learning process, the IQAC has adopted a well-developed mechanism like:

* Feedback from the stakeholders.

* Identifying the new processes and recommending the same for improving the quality.

* To set new quality standards in view of NEP-2020 as per the requirement of the changing educational scenario.

* To have regular meetings of the cell and implement the resolutions of such meetings.

* To hold consultations with the HODs in framing student centric policy and its implementation.

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:

As per the norms, the Institution implements and reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC. Some examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC include:

1. **Use of ICT in classroom teaching:** To make teaching more interesting and effective, IQAC has emphasized on the use of ICT in teaching and as such all the classrooms in the college have been equipped with interactive smart boards. IQAC has also organized a workshop for staff in this regard. The students have greatly benefitted by the use of ICT in classroom teaching.
2. **Collection of Structured Feedback from Stake holders:** The IQAC of the College has institutionalized the practice of generating of feedback from various stake holders like students, alumni, teachers and parents through online as well as offline mode. This has provided an opportunity to the institution to upgrade its overall functioning.
3. **Initiation of Mentoring Programme:** Mentoring programme has been initiated to provide mentoring services to the students.
4. **Awareness on LOCF:** Steps have been initiated for implementation of LOCF and a seminar has been organized in this regard.
5. **Awareness programmes on cross-cutting issues:** It is a regular endeavor of the cell to conduct seminars / workshops, faculty development programs on emerging technologies for faculty and students. Emphasis is also laid on the conduct of extension lectures, symposiums and debates from academicians/experts for the students and faculty within and outside the college.

6. Organizing pre admission counselling camps: With the commencement of admission, the IQAC of the college in collaboration with college admission committee, psychological counselling cell and college NSS unit organizes pre-admission counselling camp. The students are apprised about the scope of various subjects and through interaction an attempt is made to assess the interest of the students and they are being facilitated in choosing the right options.

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: B. 3 of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The college with an aim to sensitize the society in general and students in particular regarding the gender equality gives due attention to issues regarding gender equity. The college organizes various gender equity awareness and promotion programmes. The college has constituted various committees like women development committee, gender sensitization committee, psychological counseling cell, anti-ragging committee and grievance redressal committee (separately for girl students, teaching and non-teaching faculty) which takes care of various issues related to gender. Besides, they also chalk out plans for the conduct of various gender sensitization events.

Some key initiatives initiated by the college administration in this regard are listed below:

- Organizing gender sensitization/awareness programmes.
- A dedicated common room for students.
- In order to ensure the safety and security of girl students inside the campus, CCTVs have been installed at strategic locations. Moreover, the institutional I-cards are issued to the students at the time of admission which is mandatory for students to enter into the campus.
- Creating gender awareness through display of charts and posters.
- Students are counseled by the faculty members from time to time through psychological counseling committee, mentor-mentee meets, etc. The institution has successfully created a student friendly atmosphere wherein students feel free to talk and share any issue/s concerning them.
- A well established gymnasium for the physical and mental well being fo female students.

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

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

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

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document

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

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

Response:

Solid Waste Management

Two types of solid waste viz. biodegradable and non-biodegradable are generated within the college campus which are segregated by collecting them in different coloured bins placed inside the campus. Every morning, this waste is collected by the Srinagar Municipal Corporation in their vehicles, which is then transported to landfill sites for environment- friendly disposal

Broken or unserviceable items like furniture, equipment or materials generate non-biodegradable waste in the form of plastic, iron or steel. Such items are auctioned following codal procedure. The vendor transports the auctioned items for reuse and recycling in industry.

Liquid Waste Management

The liquid waste emanating from various washrooms, laboratories and pantry unit is drained through underground pipes and dumped initially in septic tanks and then in soakage pits constructed within the campus. The said process leads to charging of water-table and scientific disposal of liquid waste.

The effluents emanating from various labs are dumped in soakage pits to prevent its pilferage in nearby water source.

E-waste Management

E-waste is generated through defunct/unserviceable/broken electronic items which is auctioned after following a proper codal procedure. However, reuse of reparable and reusable electronic devices /parts is encouraged in the institution

Biomedical, hazardous chemicals and radioactive waste Management

Biomedical, hazardous chemicals and radioactive waste are not generated in the college campus.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

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

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**

4.Clean and green campus recognitions / awards
5.Beyond the campus environmental promotion activities

Response: D.1 of the above

File Description	Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1.Built environment with ramps/lifts for easy access to classrooms.**
- 2.Divyangjan friendly washrooms**
- 3.Signage including tactile path, lights, display boards and signposts**
- 4.Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

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:

The communal harmony and inclusiveness is evident in all its modes and operations through the conduct of various programmes. The college prospectus has clear rules and regulations reflecting the secular principles of the constitution which emphasize the inclusiveness in all its functioning. Due representation is given to different stratifications viz. religious, geographical location, economic, etc. The college faculty plays an important part in holding students accountable for accepting contrary view points and being open to differences. They have an impact on the college community by modeling openness and developing inclusive socio cultural fabric of the college. For instance, the college sensitizes the students regarding the benefits of unity in diversity for the progress and prosperity of the country. Over the last five years, the college has taken various initiatives and conducted various programmes in this regard which are enlisted here:

- One day drive for Collection of Donation for National Federation of the Blinds, 27th July 2017.
- Lecture on Gandhi Jayanti, 1st October 2018.
- National Sports Day, 29th Aug. 2020.
- National Librarian Day, 12th August 2020.
- 151th Birth Anniversary of Mahatma Gandhi, 5th Oct 2020.
- Observance of World Aids Day, 1st Dec 2020.

- Celebration of National Youth Day, 14th January 2021.
- Symposium on the theme "Independence" to mark the Celebration of the 75th Independence Year: Azadi ka Amrut Mahotsav, 8th April 2021.
- Online workshop on "Guidance For Psychosocial Counselling and Covid Helper skills, 26th June 2021.
- One week celebration of 75th Independence Day, 9th to 15th Aug. 2021.
- Celebration of Independence Day, 15th August 2021.
- Organised Freedom Run (Part of Azadi ka Amrut Mahotsav -India @ 75-reg) from 16th August to 25th August 2021.
- Clean India Programme on the theme "Clean India; Safe India" on 9th October to 27th Oct 2021.
- Celebration of constitution day, 26th Nov. 2021.

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

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

Response:

The College sensitizes student fraternity and employees (teaching and non-teaching staff) to participate actively in constitutional obligation duties as assigned to them. The activities undertaken by the college in this regard include:

- Gazetted staff (faculty) are being appointed as Presiding Officers, Returning Officers, Nodal Officers, in various elections.
- Both teaching and non-teaching staff were deputed to DC office Srinagar for COVID-19 duties.
- The college kept its resources- infrastructure, equipment and human resource (faculty and NSS volunteers) at the disposal of district administration for covid management.
- The college provided accommodation and logistic support to the district administration for quarantine facility and vaccination drives.
- The NSS Programme Officer organized *Systematic Voters' Education and Electoral Participation (SVEEP)* programmes in the campus to ensure greater participation of students for a stronger democracy. On this day, students hold placard rallies, distribute pamphlets and electoral registration forms among students. Systematic Voters' Education and Electoral Participation programme, better known as SVEEP, is the flagship program of the Election Commission of India for voter education, spreading voter awareness and promoting voter literacy in India.
- The College also observes important National Days like Constitution Day, Republic Day and

Independence Day.

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

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.	View Document
Code of ethics policy document	View Document

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

Response:

In order to raise awareness, the college organizes events on international as well as national and local commemorative days/festivals to mark important aspects of human life and history. Such days provide an opportunity to organize activities related to the theme of the day and help in revisiting the history of the nation and civilizations, human endeavours to renew and resolve the support for upliftment of the weaker sections of societies across the globe and across the nation. It helps in imparting and inculcating in our students the values and collectivism to address the vulnerabilities and empower the marginalized sections of modern societies. In this connection, the enlisted events were celebrated in the college:

- ? Celebration of constitution day, 26th Nov. 2021
- ? World Water Day, 26th March 2018
- ? Waste Management Day, 2nd April 2018

- ? Fund Raising Drive for Blinds, 18th April 2018
- ? Lecture on Gandhi Jayanti, 1st October 2018
- ? 6th International Yoga Day, 21st June 2020
- ? Online Contest on the Eve of World Population Day, 11th July 2020
- ? Online Quiz Competition on World Nature Conversation Day, 28th July 2020
- ? National Sports Day, 29th Aug. 2020
- ? National Librarian Day, 12th August 2020
- ? 151th Birth Anniversary of Mahatma Gandhi, 5th Oct 2020
- ? Observance of World Aids Day, 1st Dec 2020
- ? E-waste Management, 21st Dec 2020
- ? Celebration of National Youth Day, 14th January 2021
- ? Symposium on the theme "Independence" to mark the Celebration of the 75th Independence Year: Azadi ka Amrut Mahotsav, 8th April 2021
- ? Online Painting Competition on Earth Day, 26th April 2021
- ? Online Essay and Poster competition on the theme "Ecosystem Restoration: Let's revive our damaged ecosystem" on the eve of World Environment Day, 5th and 6th June 2021
- ? Online Slogan / Poster making competition on the theme "Quit smoking for healthy being" on the eve of World No Tobacco Day, 11th June 2021
- ? One week celebration of 75th Independence Day, 9th to 15th Aug. 2021
- ? Celebration of Independence Day, 15th August 2021
- ? Organised Freedom Run (Part of Azadi ka Amrut Mahotsav-India @ 75-reg) from 16th August to 25th August 2021
- ? Library Maintenance Day, 31st August Day, 31st August 2021
- ? Clean India Programme on the theme "Clean India; Safe India", 9th October to 27th Oct 2021.
- ? Celebration of constitution day, 26th Nov. 2021.
- ? Organised Talk On Cyber Crime, 9th Dec. 2021.

? Celebrated International Human Rights Day, 10th Dec 2021

File Description	Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

1. Title: Innovative and Smart Teaching

Objectives

The main objectives of the practice are:

1. To make teaching interactive.
2. To make teaching-learning process simple.
3. To make the teaching-learning process more effective.
4. To make teaching-learning result oriented and fruitful.
5. To integrate library services with the ICT based learning.

The Context

Transforming education is crucial for upgradation of education system. The 21st Century views smart classroom as an indispensable tool for a new and holistic technology enhanced learning environment. The smart classroom systemically integrates the tools of Information and Communication Technology (ICT) with the teaching-learning practices as well as the college management. The significant impact of ICT on the contemporary educational system is evident due to the vast and rapid development in the computer, communication and internet technology. The smart classroom forms a great learning initiative which assists the educators in creating a skilled and creative generation capable enough to utilize the technology, benefit from the abundance of information and knowledge and to be efficient self-learners in the teaching-learning process.

The Practice

All the classrooms have been provided with Interactive Flat Panel Displays (IFPD) in addition to white marker boards. Such classrooms aim at offering a distinguished educational environment which is capable

of enhancing the students' learning performance and providing diverse resources of knowledge as well as all the needful interactive tools. An IFPD is a large-format touch screen display ideal for classroom teaching. IFPDs that have been installed in the classrooms have a number of features that have enhanced the educational experience for both students and teachers. Firstly, the built-in software apps in these devices make it easier for teachers to present the facts with the aid of various pictures, charts, maps, statistics, supplementary materials, or videos that are related to the lesson. To take optimum advantage of these IFPDs, training sessions for teachers were organized by the college.

Evidence of Successes

This practice has simplified the teaching and learning process significantly. Students are showing good responses in the classrooms. The delivery of the content has been simplified. Teachers as well as students find this practice useful. Furthermore, IFPDs being all-in-one devices and presenting all parts in one display, allow teachers to do everything they want more quickly. IFPDs have also significantly enhanced student communication and collaboration and in this way encouraging them to participate more actively in their classrooms. Using these smart displays, preparing main and supplementary teaching material becomes much faster, easier and more convenient for teachers.

The smart classrooms have provided many more benefits than the conventional classrooms. These include technological skill improvement of the students and the ability to be connected to the rest of the world. In addition, teaching-learning experience has become more exciting. These classrooms have resulted into enhanced interest generation among students. These have contributed to an enhancement in students' academic performance as well. Smart classrooms have developed as a solution to improve the skills of future generations with the help of information communication technology. With interactive teaching, teachers deliver class materials and activities to all participating learners at the same time and with the same level of clarity. In addition to being efficient, this trait helps minimize extant "digital divides".

6. Problems encountered and resources required

1. Unreasonable and unbalanced use of internet:

It is very important that students and teacher make a balanced and reasonable use of internet and other digital devices because unbalanced and unreasonable use of such technology can sometimes have adverse impacts on students.

2. Frequent internet shutdown and lowered internet speed in the valley:

The frequent internet shutdown and lowered internet speed in the valley are the major problems that affect the IFPD based teaching-learning process.

1. Title: Assistance in Covid-19 Management

Objective

The main objective of the practice was:

1. To provide financial, material, physical and moral assistance to administration for the management of the Covid-19 pandemic.

- 2.To create awareness regarding Covid-19 management.
- 3.To provide psychological support to staff, students and community.
- 4.To facilitate vaccination of staff, students and community.

The Context

Covid-19 also known as the Coronavirus pandemic spread around the world killing hundreds of thousands of people. The virus emerged as an indiscriminate threat to all nations, targeting human populations regardless of their race, religion, sexuality, gender, age, or ethnicity. As countries were experiencing lockdown, situation was getting worst with each passing day. It was an unprecedented emergency of enormous magnitude. All measures of relief were turning out to be of little help. Millions of people were falling into extreme poverty while the number of death toll was increasing day by day. Currently, it is estimated that as much as 1.2 million people have already lost their lives due to this Covid-19 pandemic and the death toll could increase up to 2 million by the end of the year 2022. Kashmir was also severely affected by this novel Coronavirus. All the segments of society were severely affected due to unparalleled levels of anxiety, psychological stress, economic and financial insecurity and many other consequences of the pandemic.

The Practice

In order to provide assistance to students, staff, administration and community during the Covid-19 pandemic, following measures were undertaken by the institution:

1. The college was designated as Covid -19 quarantine facility centre.
2. College staff (teaching and non-teaching) sacrificed their 'one day salary', and it was credited to the 'Prime Minister's Covid Relief Fund'.
3. College Staff numbering seven members were deputed on Covid related duties.
4. The teaching faculty members who were deputed on covid related duties in Covid Control Room Srinagar participated in generating digital information and awareness regarding covid management. These staff members were also instrumental in organizing a book review competition for students of all age groups in the valley.
5. NSS volunteers took a responsibility in sensitizing the general public regarding the precautionary measures to be taken to contain the Covid-19. Social distancing, hand washing at regular intervals, staying at home during lockdown period, wearing face mask and other precautionary measures are always encouraged among the people. Information regarding these precautions is disseminated through placards and posters.
6. The college in collaboration with the Department of Health Services Kashmir organized multiple vaccination drives for students, staff and community. NSS unit and Psychological Counseling Cell played a vital role in motivating students and community for vaccination.

Evidence of Success

Right from the beginning, the college administration whole heartedly cooperated and coordinated with the

civil administration in the management of covid-19 pandemic. When the college was designated as covid 19 quarantine facility centre, the college administration nominated staff members exclusively for assistance of civil administration.

The staff members who were deputed to covid control room contributed in generating awareness regarding covid management .They also facilitated in organizing a grand book review competition for all age groups of students from Kashmir valley. The activity proved to be a stress buster for student community.

The vaccination drives which were organized at the college also proved to be very successful because all the staff members got fully vaccinated. The percentage of vaccinated students was also more than 90% and a considerable number of people from neighbouring community also got vaccinated in the vaccination drives.

Problems Encountered and Resources Needed

1. Lack of resources: : Despite its willingness to extend a helping hand to all needy families in the vicinity, the institution was unable to do so due to financial constraints. If certain funds are allocated to colleges for helping community in such adverse situations, the colleges can become an effective agency in providing relief to the society.

2. Misinformation among community, students and staff: It was very difficult to motivate students, staff and community for vaccination on account of misinformation and rumours that were circulated regarding the side effects of vaccination. It is very necessary that government should take effective steps to check the spread of misinformation.

File Description	Document
Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

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

Response:

Since its inception in 2008, Srinagar Women's College Srinagar, Batpora, Zakura has been working vigorously towards realizing its vision of making it a centre of excellence for women. The institution upholds the purpose of its establishment and derives vigor, motivation and inspiration from its vision and mission. The institution has built up an atmosphere of teaching-learning in a student friendly environment blending conventional methods of teaching with modern ICT based tools making them student centric. Our prime aim is to create an egalitarian society devoid of bias and discrimination. To shape and empower students, we ensure that ample guidance is provided to students in order to help them accomplish excellence in various fields not only with regard to their studies and other academic pursuits but also in

various walks of life in general, thus preparing them to be well-equipped to face all sorts of daily and global challenges. The institution is sensitive to the fact that the societies which failed to adapt themselves to emerging technologies lagged behind in their march to progress. Technology essentially brings about a smart way of living and thus, raising the overall standard of people's lives. However, in the course of making a transition from traditional to tech-savvy lifestyle, communities are giving up their golden crafts. Therefore, the prime endeavor of the institution has been to blend and synthesize the tradition and technology.

The college is located in sub-urban outskirts of Srinagar and most of the students are first generation learners belonging to labour class or agricultural families. Women of such families have traditionally been economically supporting the families by keeping themselves engaged with traditional handicrafts of Kashmir like embroidery, needle work (sozni) and knitting. Knitting was one of the specialties of Kashmiri culture and women never missed to utilize this craft particularly during winters. It was a cherishing and stress busting activity. Undoubtedly, the advancement in technology has replaced many activities and knitting being one among them. Knitting has been a cultural heritage of Kashmir and was considered as a symbol of love. But, the fall of knitting culture has led to the loss of warmth in relations these days. Knitting and other craft activities have confirmed the health benefits, both physical and mental supported by different studies. It reduces the symptoms of anxiety and depression, delay the onset of dementia and help distract from chronic pain. Taking into account all this, the college has made a contribution by way of initiating a Craft Club '*Gosha i Hunar*' in the college. To revive the tradition of knitting and to inculcate the art of knitting among the young generation, a course in Machine Knitting has been started in the college since 2021. Kashmir being a cold place has tremendous market for woollen clothes and production and marketing of machine knit woollens can definitely help the students to earn while they learn in the college. The course is thus expected to bridge the gap between education and employment. The college also aims at broadening the opportunities by way of offering more such modernized heritage craft courses.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Established in 2008, Srinagar Women's College, Srinagar, Zakura, started functioning at Amar Singh College Campus on the makeshift arrangement and was shifted to its present campus at Batapora, Zakura in 2019. The College is located at picturesque site spreading over 6.8 acres of land with the built up area of 13500 sq.mts. The college is affiliated with the University of Kashmir, Srinagar and is also recognized under sections 2(f) and 12(B) by University Grants Commission, New Delhi. The college started its academic journey from the academic year 2009 in Arts. Subsequently after shifting to the present campus science stream (Medical /Non-Medical) was started from the academic year 2020. In 2021, the College was given sanction to start Commerce Stream (B Com). The institution offers teaching in 18 subjects in science, arts and commerce streams.

The institution has the most proactive team of faculty to mentor the best brains. To improve access to quality education, greater emphasis is laid on promoting academic excellence, introducing new subjects and strengthening the already existing subjects. Apart from academic pursuits, the college makes optimum utilization of talent hunt exercises through co-curricular and extra-curricular activities in the form of student's participation in debates, seminars, symposiums, workshops, and other sports-related activities. The college visualizes skill development as an important and effective tool of women empowerment. In this connection, the college has established a skill development cell and started certificate courses in Garment Technology (machine knitting) and computers. The college has also sought MOUs with relevant institutions in this regard.

Concluding Remarks :

The College is on its way to progress and is continuously evolving to meet the demands of all. The institution has been constantly upgrading itself to meet the emerging trends in the academic field. The college has always been a great center of knowledge. The college has adequate infrastructure to meet the requirements of the students. The recent addition in its ICT facilities has also provided a congenial atmosphere for learning. Our students have not only excelled in academics but also in sports. The performance of our students in the sports and cultural field has always been commendable. The NSS unit of the college is vibrant with social activities and programmes like cleanliness drives, awareness drives, gender sensitization, etc. within and outside the campus. The college has left no stone unturned, even in this period of COVID-19 pandemic to provide quality education to students in order to make them more productive for better tomorrow. The college has always worked in collaboration with all the sections viz. civil society, different communities, security establishments, administrative department and district administration for achieving the prime objective of shaping our human capital. It has always provided human resource and infrastructural support for a wide range of activities like in the conduct of elections, conduct of competitive examinations, etc. Our institution provided the infrastructural support during the times of COVID-19 pandemic and was designated as the quarantine facility centre. In a nutshell, through several initiatives, strategic plan and implementation, the IQAC, the Principal and the staff together have contributed significantly towards the objective of institutionalizing the quality assurance strategies and processes of the institution. The college is committed to educating the minds of the youth in seeking knowledge, integrity and enhancing their potentials.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.3.3	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.3.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 215 Answer after DVV Verification: 25</p> <p>Remark : Input edited referring documents uploaded by HEI.</p>																																								
2.1.1	<p>Average Enrolment percentage (Average of last five years)</p> <p>2.1.1.1. Number of students admitted year-wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>473</td> <td>414</td> <td>456</td> <td>566</td> <td>646</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>268</td> <td>344</td> <td>456</td> <td>536</td> <td>347</td> </tr> </tbody> </table> <p>2.1.1.2. Number of sanctioned seats year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>960</td> <td>960</td> <td>960</td> <td>960</td> <td>960</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>960</td> <td>960</td> <td>960</td> <td>960</td> <td>960</td> </tr> </tbody> </table> <p>Remark : Input edited referring data uploaded by HEI</p>	2020-21	2019-20	2018-19	2017-18	2016-17	473	414	456	566	646	2020-21	2019-20	2018-19	2017-18	2016-17	268	344	456	536	347	2020-21	2019-20	2018-19	2017-18	2016-17	960	960	960	960	960	2020-21	2019-20	2018-19	2017-18	2016-17	960	960	960	960	960
2020-21	2019-20	2018-19	2017-18	2016-17																																					
473	414	456	566	646																																					
2020-21	2019-20	2018-19	2017-18	2016-17																																					
268	344	456	536	347																																					
2020-21	2019-20	2018-19	2017-18	2016-17																																					
960	960	960	960	960																																					
2020-21	2019-20	2018-19	2017-18	2016-17																																					
960	960	960	960	960																																					
2.3.3	<p>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 17 Answer after DVV Verification: 17</p>																																								
2.4.2	<p>Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality /</p>																																								

D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**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**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	7	02	03	04

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
9	7	02	03	04

Remark : Input edited referring PhD certificates provided by HEI.

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

Answer before DVV Verification : 34

Answer after DVV Verification: 32.6

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	1	0	05	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	1	0	4	1

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**3.4.1.1. Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

Answer before DVV Verification:

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

2020-21	2019-20	2018-19	2017-18	2016-17
18	09	05	09	03

Answer After DVV Verification :

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

Remark : Input edited referring supporting documents

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

Answer before DVV Verification : D. Any 1 of the above

Answer After DVV Verification: B. Any 3 of the above

Remark : Input edited referring supporting documents uploaded by HEI

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)

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)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
6.949	12.45	1.42	1.3	3.7

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
6.89	12.45	1.42	1.29	3.7

Remark : Input edited referring data uploaded by HEI

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

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

Answer before DVV Verification : 163

Answer after DVV Verification: 7

Remark : Input edited referring data uploaded by HEI

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.

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.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	01	00	05	01

Answer After DVV Verification :

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

Remark : Input edited participation certificates can not be considered in this metric

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)

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
39	16	14	19	20

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
13	05	11	11	19

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).

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

Answer before DVV Verification:

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

06	06	04	05	05
----	----	----	----	----

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
03	04	02	04	02

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**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: D.1 of the above

Remark : Input edited referring data uploaded by HEI

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>18</td> <td>14</td> <td>10</td> <td>10</td> <td>10</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>20</td> <td>14</td> <td>10</td> <td>10</td> <td>10</td> </tr> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	18	14	10	10	10	2020-21	2019-20	2018-19	2017-18	2016-17	20	14	10	10	10
2020-21	2019-20	2018-19	2017-18	2016-17																	
18	14	10	10	10																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
20	14	10	10	10																	
2.1	<p>Number of full time teachers year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>17</td> <td>14</td> <td>12</td> <td>12</td> <td>11</td> </tr> </table> <p>Answer After DVV Verification:</p> <table border="1"> <tr> <td>2020-21</td> <td>2019-20</td> <td>2018-19</td> <td>2017-18</td> <td>2016-17</td> </tr> <tr> <td>11</td> <td>14</td> <td>12</td> <td>12</td> <td>11</td> </tr> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	17	14	12	12	11	2020-21	2019-20	2018-19	2017-18	2016-17	11	14	12	12	11
2020-21	2019-20	2018-19	2017-18	2016-17																	
17	14	12	12	11																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
11	14	12	12	11																	
3.2	<p>Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)</p>																				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
106.59	310.82	297.657	363.41	139.38

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
83.55	240.79	213.067	151.013	111.43

NAAC